

Request for Proposal 23-51NJD
GROUND TRANSPORTATION MANAGEMENT SYSTEM SOFTWARE SOLUTION

NOTICE OF COMPETITIVE OPPORTUNITY

Lee County Port Authority (Authority) invites the submission of proposals from interested and qualified individuals, corporations, partnerships and other legal entities authorized to do business in the state of Florida for the opportunity to perform the services specified in this Request for Proposals (RFP). Solicitation documents are available at fylcpa.ionwave.net or by contacting the Purchasing Office.

The following key dates have been established for the non-mandatory pre-proposal meeting, sealed proposal opening, and the deadline for submitting any questions and requests for clarification of any information contained within this RFP.

PRE-PROPOSAL MEETING

☒ A NON-MANDATORY PRE-PROPOSAL MEETING has been scheduled for **Thursday, March 9, 2023, at 1:00 p.m., local time**. The meeting will be conducted remotely through Google Meets. Potential Proposers are encouraged to attend the virtual pre-proposal meeting. The purpose of this meeting is to discuss the requirements and objectives of this RFP. Attendees must have the ability to communicate with the Authority at this meeting in order to provide a company and representative name for the attendance register and to also be able to ask questions or request clarifications. The pre-proposal meeting can only be attended remotely through Google Meets. To access the meeting use this link:

Video call link: <https://meet.google.com/jgc-pneb-fcg>
Or dial: +1 614-948-6168 | PIN: 654 650 835#

The purpose of the pre-proposal meeting will be to discuss the requirements and objectives of this RFP and to answer any questions for potential responding firms that may have questions about the RFP. At the pre-proposal meeting, the Authority will attempt to answer all questions received; however, no additions, deletions or modifications to the requirements stated herein will be made unless and until a written addendum to the RFP is issued by the Purchasing Office.

AMERICANS WITH DISABILITIES: Persons needing special accommodation to attend the pre-proposal meeting should contact the Purchasing Office at least five (5) days before the scheduled meeting.

DEADLINE FOR QUESTIONS AND CLARIFICATION REQUESTS

Inquiries or requests for clarifications of any information contained in the RFP must be received no later than Thursday, March 16, 2023, by 5:00 p.m. local time. All inquiries, suggestions or requests pertaining to this RFP must be submitted to the designated procurement contact on the cover page. This deadline has been established to maintain fair treatment for all potential Proposers, while ensuring an expeditious selection process.

PUBLIC OPENING OF PROPOSALS

The Authority is accepting electronic submissions in IonWave until Tuesday, April 4, 2023, by 2:00 p.m., local time. Proposals sent in any manner other than electronically to IonWave will not be accepted. **Hard copies, faxed proposals, and electronically submitted proposals sent directly to the Authority will not be accepted.**

Proposals must be in IonWave prior to the deadline for submission. Proposers are responsible for taking all necessary steps to ensure that their proposal is uploaded before the due date and time. The Authority is not responsible for technology and/or any other issues that cause the proposal deadline to be missed. **Proposals will be opened publicly. The opening may be viewed remotely through Google Meets by accessing the following link:**

<https://meet.google.com/cuz-fsfd-pbw>
Or dial +1 608-909-0229 | PIN: 122 012 003#