



Rhode Island

Airport Corporation

December 22, 2023

ADDENDUM NO. 001
Request for Proposals (RFP) No. 34658
Airport Operations and Management Software System
Rhode Island T. F. Green International Airport

Prospective proposers and all concerned are hereby notified of the following changes in the **Request for Proposals (RFP)** document related **RFP No. 34658**. These changes shall be incorporated in and shall become an integral part of the contract documents.

Questions:

- 1.) Due to the holiday work schedules, EDI is requesting a two week extension for the Submission Deadline.**
 - a. The submission deadline has been extended to 4:00PM EST, Wednesday, January 10, 2024.

- 2.) What is meant by Terminal Management Capability? Is the intent to manage the requesting, execution, and reporting of maintenance work activities taking place in the terminal?**
 - a. The program shall have the ability to manage terminal/non-139 work orders separate from FAA 139 work orders. It shall have the capability for external stakeholders to submit work orders and provide them feedback on submitted request. The airport shall have the ability to run reports of stored data/ information.

- 3.) What is meant by Vehicle Permit Management Capability? Is the intent to manage the license, registration, and permitting of vehicles with state agencies?**
 - a. The program shall be able to manage airport permitted vehicles that have access to the AOA. The program shall capture registration, insurance information and photo of vehicle at a minimum. It shall have the capability of sending renewal reminders prior to expiration. The airport shall have the ability to run reports of stored information.

- 4.) What is meant by Gate Management Capability? Is the intent to manage the requesting, execution, and reporting of maintenance work activities taking place at passenger gates?**
 - a. The program shall have the ability to track airline gate usage and allow airlines to request the use of available common use gates. When an airline schedules a gate, the program shall take time and aircraft type into consideration at a minimum. The



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program shall take delays, early arrivals and diversions into account. The airport shall have the ability to run reports on gate usage data.

- 5.) What is meant by Wildlife Management Component? Is the intent to manage the reporting of FOD and wildlife strikes?**
- The program at a shall track wildlife strikes and observations. Ability to map all wildlife observations. The program shall track wildlife permits. The program shall submit wildlife strike reports to the FAA strike database.
- 6.) What is meant by Airfield Condition Reporting Capability? Is the intent to report on airfield condition as it relates to Part 139 inspections?**
- The program shall be able to take airfield condition reports and upload them to the airport website. <https://flyri.com/FCR/fcr.pdf>
- 7.) Custom Flow Chart for Data and/or Form Approval Capability? Can you provide additional details?**
- The program shall have the ability to allow select forms that require approval and/or signature from predetermined departments and/or personnel.
- 8.) Pg. 7 of the RFP, in the SUBMITTAL CRITERIA section, under the Qualifications and specialized experience of the company subsection, requests “A list of the three largest accounts that have discontinued service with your organization in the past three (3) years, and include the client contact information.” If the proposer has not had any clients discontinue services within the past three years, will a statement to this effect suffice instead?**
- Yes.
- 9.) Should the Attachment B fee schedule be included within the Technology Solutions and Value-Added Services section of the proposers RFP response?**
- Yes.
- 10.) Please confirm resumes should be included within the Executive Summary Section only.**
- Yes.
- 11.) What is the ISBE Participation goal for this solicitation?**
- There is not a specific ISBE goal for this solicitation.
- 12.) Are there any specific DBE participation goals for this solicitation?**
- No



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- 13.) Are proposers required to include a Campaign Finance Compliance form within their proposal response? Or, is this only required of the successful proposer?**
a. Please refer to Campaign Finance Compliance section of the RFP.
- 14.) Pg. 9 of the RFP Requests “Proposers shall submit its proposed ISBE participation rate in a sealed envelope using the form contained as Appendix A. Any proposer that does not include an ISBE participation rate shall receive zero (0) ISBE participation bonus.” There is no Appendix A form included within the RFP document, can the authority please provide a copy of this required form?**
a. Please see Appendix A attached below (#19).
- 15.) In the specification it mentions: "3rd Party Vendor Integration Capability" Could you please provide a list and number of the 3rd party vendors that would be required to integrate with?**
a. This will not be shared at this time and is beyond the scope of this RFP.
- 16.) Given that the current deadline is the day after New Year’s Day and that the proposal response requires a hard copy submission, is it possible to have the submission deadline extended to Tuesday, January 9, 2024?**
a. Refer to Question 1 answer.
- 17.) In the last 12 months, have there been companies that have demonstrated software products to RIAC who may respond to this RFP? If so, please list.**
a. This question is beyond the scope of this RFP.
- 18.) Are you looking for this solution to integrate with other departments in your airports, such as finance and security? If so, please list the departments that would be utilizing information from this solution.**
a. This question is beyond the scope of this RFP.
- 19.) ISBE Form on next page**



APPENDIX A

RHODE ISLAND AIRPORT CORPORATION
2000 POST ROAD
WARWICK, RHODE ISLAND 02886

MBE, WBE, and/or DISABILITY BUSINESS ENTERPRISE PARTICIPATION PLAN

Vendor's Name:

Vendor's Address:

Point of Contact:

Telephone:

Email:

Solicitation No.:

Project Name:

This form is intended to capture commitments between the prime contractor/vendor and MBE/WBE and/or Disability Business Enterprise subcontractors and suppliers, including a description of the work to be performed and the percentage of the work as submitted to the prime contractor/vendor. Please note that all MBE/WBE subcontractors/suppliers must be certified by the Division of Equity, Diversion & Inclusion, MBE Compliance Office and all Disability Business Enterprises must be certified by the Governor's Commission on Disabilities at time of bid, and that MBE/WBE and Disability Business Enterprise subcontractors must self-perform 100% of the work or subcontract to another RI certified MBE in order to receive participation credit. Vendors may count 60% of expenditures for materials and supplies obtained from an MBE certified as a regular dealer/supplier, and 100% of such expenditures obtained from an MBE certified as a manufacturer. This form must be completed in its entirety and submitted at time of bid. **Please complete separate forms for each MBE/WBE or Disability Business Enterprise subcontractor/supplier to be utilized on the solicitation.**

Name of Subcontractor/Supplier:				
Type of RI Certification:	<input type="checkbox"/> MBE	<input type="checkbox"/> WBE	<input type="checkbox"/> Disability Business Enterprise	
Address:				
Point of Contact:				
Telephone:				
Email:				
Detailed Description of Work To Be Performed by Subcontractor or Materials to be Supplied by Supplier:				
Total Contract Value (\$):		Subcontract Value (\$):		ISBE Participation Rate (%):
Anticipated Date of Performance:				

I certify under penalty of perjury that the forgoing statements are true and correct.

Prime Contractor/Vendor Signature	Title	Date
Subcontractor/Supplier Signature	Title	Date



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####END OF ADDENDUM###