

## PUBLIC NOTICE

Notice is hereby given that the Lafayette Airport Commission, hereinafter referred to as "LAC", will receive Proposals until 10:00 a.m., on Monday, February 18, 2019 at the offices of the Lafayette Airport Commission, 222 Jet Ranger X Drive, Lafayette, Louisiana 70508, for the following described purpose:

### **LAFAYETTE REGIONAL AIRPORT 200 TERMINAL DRIVE (TERMINAL) & 222 JET RANGER X DRIVE (ADMINISTRATIVE OFFICES) JANITORIAL SERVICES CONTRACT**

The work contemplated under this Service Contract with the Lafayette Airport Commission includes all personnel, labor, supervision, training, uniforms, materials, supplies (including rest room supplies), insurance, transportation, equipment and services necessary to fulfill the Lafayette Regional Airport Terminal Building and 222 Jet Ranger X Drive Administrative Offices Janitorial Services requirements in the specific areas in accordance with the Specifications.

The Term of this Contract shall extend twenty-one (21) months from April 1, 2019 through December 31, 2020; with two (2) one (1) year options, or until the date the Lafayette Regional Airport's new terminal building is first placed into service, whichever is earlier. In no event shall the Contract extend beyond the date the new terminal building is first placed into service. The new terminal building shall be deemed placed into service when it is first used for scheduled commercial air service. The Agreement will not transfer to the new terminal building. The consideration, for stated option period(s) shall be mutually agreed by the parties.

Any proposals received after the date set for receipt of proposals will be returned unopened.

Each "Proposal Document", which includes the applicable Contract, Specifications and Exhibits, may be obtained at the office of the Executive Director, Lafayette Regional Airport, 222 Jet Ranger X Drive, Lafayette, LA 70508, (337) 266-4401, Monday through Friday, 8:00 p.m. - 4:30 p.m. Each interested party requesting a "Request for Proposals" document will be required to submit, to the Lafayette Airport Commission, a Fifty Dollar & no /100ths Dollar (\$50.00) Non-refundable deposit, to cover the cost of reproduction. The Request for Proposals is also available online and proposals may also be submitted online at: <https://www.centralauctionhouse.com>. Electronic version is not available.

The Lafayette Airport Commission reserves the right to hold all Proposals for up to sixty (60) days from date of receipt without action, to reject any and all proposals, to waive irregularities and any formalities and to require statements or evidence of interested parties qualifications including financial statements.

A **MANDATORY** Pre-Proposal Conference shall be held at the Lafayette Airport Commission Conference Room, Second Floor, Lafayette Regional Airport Terminal Building at 10:00 a.m., Thursday, January 31, 2019. The purpose of the Pre-Proposal Conference is to familiarize interested parties with the requirements of the Project and the intent of the Contract documents, and to receive comments and information from interested parties. Any revision of the Proposal Documents made as a result of the Pre-Proposal Conference shall not be valid unless included in an Addendum issued in accordance with the Instructions for Janitorial Services Request for Proposals. All interested parties are encouraged to attend the Pre-Proposal Conference; all Interested Parties submitting a proposal are **required** to attend. Any Proposals received from entities not represented at the Pre-Proposal Conference will not be accepted.

The Lafayette Airport Commission (LAC) encourages participation from Disadvantaged Business Enterprises (DBE) on all contracts or procurements let for goods and services and works of public improvement. DBEs include small business that are owned (51%) and controlled by one or more socially and economically disadvantaged individuals including minority or women-owned small businesses. DBE firms must be certified with the Louisiana Unified Certification Program (LA UCP). A directory of currently certified firms can be found at [www.laucp.org](http://www.laucp.org). Respondents are encouraged, but not required, to submit proposals which feature qualified DBE firms as prime contractors, subcontractors, joint ventures, or suppliers in an effort to further the mission of the LAC to continue to grow and support the DBE and small business community of Lafayette. Respondents who elect to do so should submit the S/DBE forms included with this RFP (APPENDIX I) within three (3) days following the date Proposals are opened.

The Contract will be awarded to the interested party determined by the LAC to have presented the most qualified Proposal, and its determination shall be final. The LAC reserves the right to reject any and all Proposals. All interested and qualified persons are invited to submit Proposals.

/s/ Steven L. Picou

EXECUTIVE DIRECTOR

LAFAYETTE REGIONAL AIRPORT

TO BE ADVERTISED:

Thursday, January 17, 2019

Thursday, January 24, 2019

Wednesday, January 30, 2019