

Addendum No. 1
Charlotte Douglas International Airport
RFP AVIA 24-44
CLT PUBLIC WI-FI SUPPORT SERVICES
Addendum #1 - June 3, 2025

This Addendum is hereby made a part of the contract documents and specifications of the above referenced project. All other requirements of the original plans and specification shall remain in effect in their respective order. Acknowledge receipt of this addendum by indicating such on the "Cover Letter" page in your proposal.

This Addendum Includes:

- **RFP Revisions**
- **RFP Questions & Answers**

RFP REVISIONS:

The following text is hereby revised. **Highlighted text** in the SCHEDULE B. denotes an addition, while ~~strikethrough text~~ indicates a deletion. Subsection A. is be replaced to include the updated dates, required ID details and MS Team's meeting LINK to the preproposal meeting.

All other requirements shall remain in effect in their respective order.

B. SCHEDULE

DATE	ACTIVITY (All times are EST)
5/12/2025	Issue RFP
5/19/2025 6/17/2025	Submission of written questions prior to pre-proposal conference and confirmation of plan to attend site visit by 1:00 PM ET.
6/12/2025 6/26/2025	Non-mandatory pre-proposal conference and site tour 9:00am - 1:00pm ET
6/19/2025 7/3/2025	Submission of written questions after pre-proposal conference by 1:00 PM ET.
7/14/2025 7/28/2025	Proposals are due by 1:00 PM ET.
8/6/2025 – 8/8/2025 8/20 – 8/22/2025	Proposer interviews (if applicable)

~~11/1/2025~~ **11/17/2025**

Estimated start date of services

CLT reserves the right to modify the deadlines set forth in the above table in its sole discretion. Any such modifications will be stated in an addendum as described below.

A. INSTRUCTIONS TO PROPOSERS

1. Point of Contact

The point of contact for all submissions and correspondence regarding this RFP is Brian Winegard ("RFP Project Manager") who can be contacted through the Q&A Board online in the e-bidding portal. If there are technical questions regarding use of the e-bidding portal, please contact the RFP Project Manager at brian.winegard@cltairport.com.

2. Non-Mandatory Pre-Proposal Conference and Site Tour

A Pre-Proposal Conference and Site Tour will be conducted on the date and at the time stated in the RFP Schedule above:

A non-mandatory pre-proposal conference to review the RFP will be held via a Microsoft Teams Meeting on **June 26, 2025, at 9:00 am ET followed by a site tour**. Interested parties are encouraged to attend and to have a copy of the RFP with you at that time.

Microsoft Teams [Need help?](#)

[Join the meeting now](#)

Meeting ID: 233 336 576 178 9

Passcode: 78zk3A7U

Dial in by phone

[+1 872-256-4172,,700373709#](#) United States, Chicago

[Find a local number](#)

Phone conference ID: 700 373 709#

Join on a video conferencing device

Tenant key: cityofcharlotte@m.webex.com

Video ID: 111 776 909 2

- **On-Site Meeting:**

A site visit will be conducted on June 26, 2025, at 9:00 am ET and conclude at 1:00 p.m. or immediately following the site tour. This meeting will include proposal vendors and designated airport representatives.

On-site meeting attendees are limited to two (2) participants. **Please note the June 17, 2025 deadline provided in “Important Information to Attend the On-Site In-Terminal Meeting”.**

Site 1 - Attendees are to arrive to Site 1 by 9:00 a.m. for a 1-hour meeting.

At the completion of meeting at Site 1, all attendees will depart to the Charlotte Douglas International Airport via the shuttle bus located across for the CLT Center.

Site 2 - Attendees are to arrive to Site 2 by 10:15 AM and meet at the drop off spot located at the information desk at the Terminal. We will gather and start the site tour there.

****Important Information to Attend the Onsite In-Terminal Meeting****

All visitors participating in pre-proposal site tours must be in possession of their unexpired, valid government issued photo identification REAL ID or driver's license and passport. This is to be presented by each attendee at the time of the tour. Paper ID or copies of ID is not accepted. The attendee's name must match the name that is provided by the Company and on the government issued ID that is in-hand at the site meeting. **Deadline to submit names of attendees is Jun 17, 2025 at 1:00 PM EST.** Any attendees that have not provided names by the deadline cannot attend the meeting in the terminal.

All personal items are subject to inspection before and during the tour. Transportation Security Administration (TSA) rules will apply to all participants when being screened through any Airport security screening checkpoint (no liquids, no prohibited items, etc.).

Upon entering terminal, all attendees will be guided to the Airport Information Desk for verification and issuing a meeting pass. Attendees will proceed through the TSA Security

Checkpoint; standard security screening applies. Be advised of the security screening prohibited items, www.tsa.gov.

Any attendee that does not pass standard security screening will not be permitted to attend the meeting in the terminal.

Preproposal meeting location:

CLT Center, Aviation - Blackbird Conf Rm 1-1066, 5601 Wilkinson Blvd, 1st Fl
Charlotte, NC 28208

Site 2:

Preproposal site tour location:

Charlotte Douglas International Airport via shuttle bus across from the CLT Center.



CLT Center

Address: 5601 Wilkinson Boulevard

Parking for CLT Center

- Park in **CLT Express Deck Self-Park** Parking Deck, Level 2.
- Follow the yellow line to this entrance.
(back driveway of Express Deck Parking Decks).
- The gate at Express Deck Self-Park 2 remains open during business hours
(Monday – Friday 8:00 a.m. – 5:00 p.m.).
- Once in the garage, park only in marked spaces.
- Take stairs or elevator to Level 3 to access pedestrian bridge to walkway
to CLT Center.
- No parking along the circular portion of the driveway located between
Express Deck Self-Park Deck and CLT Center building.

BE ADVISED:

**Overnight parking is not permitted. Vehicles remaining overnight will
be towed.**

**NOTE: On-site meeting attendees are to provide the required information to Brian
Winegard, via e-Mail brian.winegard@cltairport.com no later than 1:00 PM ET June
17, 2025, utilizing the following format.**

Company Representative Name	Title	Phone Number	Email Address	Date of Birth (for TSA clearance) if applicable	Gender

Changes to the terms, conditions or specifications stated in this Request for Proposals will be documented in a written addendum, issued by the Charlotte Douglas International Airport. These addenda will be accessible through the e-bidding portal.

QUESTIONS & ANSWERS:

No.	Subject	Question	Response	Response Date
1	Cable Solution	Is there a preferred cabling solution (i.e. CommScope, Panduit, etc.)	Panduit	6/2/2025
2	Data Network Solution	Can you please provide information on the data network solution currently in place at the airport?	Need additional clarification on this question.	6/2/2025
3	Current Wi-Fi solution	Can you please provide the Wi-Fi solution that is currently in place at the airport?	The current Wi-Fi solution is using Extreme access points but the scope of this project would completely replace Wi-Fi infrastructure within the terminal.	6/2/2025
4	Pg. 40, Section 3, System Design Specifications	Under the last bullet in "Construction and Installation", would you please clarify approximately what percentage of the work will be performed in "publicly accessible areas"?	90%	6/2/2025

5	Pg.32, Section. 1, Form 7: Cloud Security Questionnaire	Is this form required with all submissions regardless of if the proposed solution is cloud based?	Not accepting On Prem solution. Yes, form is required for all submissions.	6/2/2025
6	Pg. 24, Section D Goal	Would you please clarify the established goal for CBI participation?	CBI goal will be negotiated with the contract awardee.	6/2/2025
7	General Question	Is the intent of this procurement to receive a price inclusive of design and implementation or to select a qualified vendor with which to design the system, then price based on the agreed upon design?	Design, install and managed service portion.	6/2/2025
8	Pg. 6, Section 1, Instructions to Proposers	Under bullet 7, can the city please validate what "compensation" means? Is this synonymous with "pricing"?	Yes, it is synonymous with pricing.	6/2/2025
9	Pg. 36, Section 3, Exhibit A: Specification	Could you please include the "CLT Communications Infrastructure Standards v 5.0" for review in our effort to understand the	Will need to verify with Legal.	6/2/2025

		design requirements.		
10	Pg. 30. Section 1. Form 6: Pricing Worksheet	Can you please clarify what is to be priced in the "Implementation Costs" section of the bid form on E-Builder?	The cost of implementation of the system.	6/2/2025
11	OEM	Does CLT have an OEM preference for switches and WAPs? If yes, please elaborate with preference order. Also, please confirm that the existing Public Wi-Fi network consists of Extreme switches and Aruba WAPs.	No preference, has to meet the standards in the specifications.	6/2/2025
12	Existing Public Wi-Fi	What, if any, of the existing Wi-Fi can be re-used? Please detail part #s, qty's, cabling etc.?	All new. Will not be using existing Wi-Fi.	6/2/2025

END OF ADDENDUM 1