

Date: April 25, 2023

RFP Number: AVIA 23-35

Subject: Request for Proposals for the following services:

**OPERATIONS & MAINTENANCE AND BAGGAGE HANDLING CONTROLS  
FOR THE BAGGAGE HANDLING SYSTEM**

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This letter extends an invitation for the submission of a proposal to supply the Charlotte Douglas International Airport with the non-federally funded services as indicated above. Proposals for the above must be submitted via the e-Builder portal no later than **10:00AM EASTERN TIME (ET)** on **July 31, 2023**.

A **mandatory** pre-proposal conference to review the RFP and answer questions regarding the project, will be held on **May 22, 2023, 2023 at 10:00AM ET**, at the Charlotte Douglas International Airport Fleet Maintenance Facility, Spruce Goose Conference Room 1-1300, 3701 Harlee Avenue, Charlotte, North Carolina 28208. **You are required to attend and to bring a copy of the RFP with you at that time.**

**Proposal Conference and Airport Site Visit Requirement:**

**Please pay special attention to Section 1; C(2) for special requirements to attend pre-proposal conference/site visit. Please submit via the e-Builder bidding portal Q&A the required information for each person if your company will be attending the mandatory in-person airport pre-proposal conference/site visit.**

**e-Builder Portal:**

**<https://gateway.app.e-builder.net/app/bidders/landing?accountid=80fe0a4a-0c8f-4fcd-ac93-cc9db65522cb&projectid=5d56a1f5-a212-49cb-8b36-009b9d822b7a&bidpackageid=ac62796e-3421-4884-bda2-216602c128bb>**

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 should be directed to Drew Buckner through the e-bidding portals Q&A Board. Thank you in advance for your interest in doing business with the Charlotte Douglas International Airport. We look forward to your participation!

Charlotte Douglas International Airport (CLT), a City of Charlotte department does not discriminate based on disability. Auxiliary aids and services, written materials in alternative formats, and reasonable modifications in policies and procedures will be provided upon request to persons with disabilities. To make a request, please email [andrew.buckner@cltairport.com](mailto:andrew.buckner@cltairport.com) .