

**SYRACUSE REGIONAL AIRPORT AUTHORITY  
REQUEST FOR PROPOSALS**

Sealed proposals are hereby requested by the Syracuse Regional Airport Authority for **RFP Reference # 02-2014 for Parking Management at the Syracuse Hancock International Airport**. Proposal documents may be examined at the Airport Authority Office. Complete sets of the Requests for Proposals, including Attachments and Proposal Forms MAY BE OBTAINED EITHER beginning at 12:00 P.M. on September 26, 2014, AT THE OFFICES OF THE SYRACUSE REGIONAL AIRPORT AUTHORITY by making a non-refundable payment, either by check or money order made payable to the Syracuse Regional Airport Authority, in the amount of \$10.00, OR by printing or downloading a complete electronic set of the Request for Proposals from the Syracuse Regional Airport Authority website located at <http://www.syrtraa.com/request-for-proposals/>

No proposal shall be considered unless the organization making the proposal has first obtained a copy of the RFP from the Syracuse Regional Airport Authority. In accordance with New York State Finance Law §§139-j and 139-k, this solicitation includes and imposes certain restrictions on communications between the Airport Authority and an Offerer/Proposer during the procurement process. An Offerer/Proposer is restricted from making contacts from the earliest notice of intent to solicit offers by this solicitation through final award and approval of the Procurement Contract by the Authority (“restricted period”) to other than designated staff unless it is a contact that is included among certain statutory exceptions set forth in New York State Finance Law §139-j(3)(a). Designated staff, as of the date hereof, is Christina R. Callahan, Executive Director. Authority members, officers, staff and employees are also required to obtain certain information when contacted during the restricted period and make a determination of the responsibility of the Offerer/Proposer pursuant to these two statutes. Certain findings of non-responsibility can result in rejection for contract award and in the event of two findings within a 4 year period the Offerer/Proposer is debarred from obtaining governmental Procurement Contracts. Further information about these requirements can be found by request to the designated staff and the New York State Office of General Services Advisory Council on Procurement Lobbying Web site at: <https://online.ogs.ny.gov/legal/lobbyinglawfaq/default.asp>. A mandatory Pre-Proposal Meeting will be held on October 7, 2014 at 10:00 A.M.(EST) at the Syracuse Hancock International Airport, Syracuse, New York 13212. Each proposal must be prepared and submitted in accordance with the requirements set forth in the RFP. Only those proposals in the hands of CHRISTINA R. CALLAHAN, EXECUTIVE DIRECTOR, SYRACUSE REGIONAL AIRPORT AUTHORITY, SYRACUSE HANCOCK INTERNATIONAL AIRPORT, SYRACUSE, NEW YORK 13212 available to acknowledge at 2:30 P.M. (EST) October 14, 2014, shall be considered. Proposals shall be verbally acknowledged at such time in the Department of Aviation Conference Room, Syracuse Hancock International Airport, Syracuse, New York. All interested parties may attend. DBE RESPONSES ARE ENCOURAGED.