



**REQUEST FOR PROPOSALS (RFP)  
FOR  
LANDSCAPE MAINTENANCE SERVICES  
SOLICITATION NO. 170794**

Issue Date: October 10, 2017

Pre-Proposal Conference: October 18, 2017 at 2:00 PM Eastern Time  
**Wayne County Airport Authority  
Detroit Metropolitan Wayne County Airport  
32725 West Service Road, Maintenance Building #703  
Maintenance Conference Room  
Detroit, Michigan 48242**

**Important Notices:** Multiple construction projects are in progress at Detroit Metro Airport, so plan to arrive early. Additional information can be found via [www.metroairport.com](http://www.metroairport.com).

Site Tour: October 18, 2017 immediately following Pre-Proposal Conference  
RSVP Required: Walk-through (tour) participants must R.S.V.P.  
Submit RSVP via E-mail to: [purchasing.questions@wcaa.us](mailto:purchasing.questions@wcaa.us) by Noon PM on  
October 17, 2017

**Early reservations** are strongly encouraged as tour arrangements are time sensitive. Required information is as follows: attendee's **FULL LEGAL NAME** / birthdate, company name, phone number and email address.

Pre-Proposal Question Deadline: October 20, 2017 at 2:00 PM Eastern Time  
Email: [purchasing.questions@wcaa.us](mailto:purchasing.questions@wcaa.us)  
**(Reference Solicitation No. 170794 in all emails)**

Proposal Deadline: November 3, 2017 at 2:00 PM Eastern Time  
*(Late Proposals will not be accepted.)*

Proposal Submittal Location: <https://www.mitn.info>  
Registration and Submittal technical assistance available by  
contacting MITN at 1-800-835-4603  
Monday – Friday, 8:00 AM – 7:30 PM EST  
*Free and Paid Subscription Registration Options Available*

Procurement Contact: Faye Northey, Solicitation Manager, CPPB  
Phone: (734) 247-7900, Fax: (734) 955-5648  
[purchasing.questions@wcaa.us](mailto:purchasing.questions@wcaa.us)

*NOTE: Detroit, Michigan 48242 is the mailing address of Detroit Metropolitan Wayne County Airport. The Detroit Metropolitan Airport is physically located within the boundaries of the City of Romulus, Michigan.*

**DESCRIPTION:** Proposals are being solicited for Landscape Maintenance and Related Services for the Wayne County Airport Authority (Airport Authority). The contract will be for a term of five (5) years.



To download this RFP, all attachments, and all addenda, access the Wayne County Airport Authority website at: <http://www.wcaa.us/Business/BusinessOpportunities/CurrentSolicitations.aspx> then select Michigan Intergovernmental Trade Network (MITN) link. This RFP may also be viewed and downloaded directly from the MITN website at [www.mitn.info](http://www.mitn.info).

To do business with the Airport Authority, the selected vendor must be registered through the Airport Authority's on-line Vendor Self Service (VSS) to receive payments. Click the following web link to register: <https://wcaa.munisselfservice.com/Vendors/default.aspx>

Copies of this solicitation document and any issued Addenda may also be obtained from the Procurement Department. Please call (734) 247-7900 at least one (1) hour in advance to ensure the documents will be available.

(PCCS Tracking No. 17-341)