



January 27, 2016

REQUEST FOR INTEREST
DEVELOPMENT OF A MOBILE APPLICATION
FOR
BRADLEY INTERNATIONAL AIRPORT

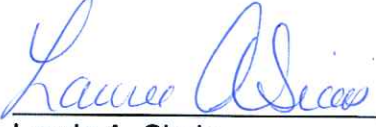
Request for Interest No. 2016-003

APPROVED:



Kevin A. Dillon, A.A.E.
Executive Director

APPROVED:



Laurie A. Sirois
Manager of Grants, Contracts and
Procurement

OVERVIEW

The Connecticut Airport Authority (CAA) was established via Public Act 11-84 and operates under the provisions of Chapter 267b, sections 15-120aa. through and inclusive of 15-120pp. of the Connecticut General Statutes. CAA is a quasi-public entity responsible for managing, operating and developing Bradley International Airport and five general aviation (GA) airports - Danielson, Groton-New London, Hartford-Brainard, Waterbury-Oxford and Windham - (collectively referred to herein as the "CAA Airports"), as well as ensuring compliance by those airports and other airports within the State of Connecticut with all federal obligations with respect to those airports. The CAA serves as an economic driver in Connecticut, making the state's airports more attractive to new routes, new commerce, and new companies who may be considering making Connecticut their home.

INTRODUCTION

The CAA is seeking proposals from qualified firms to develop a mobile application for Bradley International Airport.

REQUEST FOR INTEREST REQUIREMENTS

CAA requires that the respondents keep the proposal to less than five double (ten single) sided 8 ½ x 11 pages not including resumes (one page, single-sided), and cover letter (two pages, single-sided maximum). Please include an e-mail address for the primary point of contact for this RFI in the cover letter.

Proposing firm shall submit five printed copies and one electronic copy of the proposal on either a flash drive or DVD together in a sealed envelope to:

Laurie A. Sirois
Manager of Grants, Contracts and Procurement
Connecticut Airport Authority
334 Ella Grasso Turnpike, Suite 160
Windsor Locks, CT 06096

Attn: RFI No. 2016-003

E-mailed proposals will not be accepted. The proposal must be submitted no later than **2:00 p.m., February 17, 2016** Eastern Standard Time. Late submissions will **not** be accepted. **Proposals will not be publicly read.** Questions concerning this RFI are due no later than **2:00 p.m. February 3, 2016**. The CAA responses to questions concerning this RFI may be shared with each responsive, proposing firm to ensure equal awareness of important facts and details.

By submitting a proposal, the firm certifies that it has fully read and understands the RFI.

The CAA reserves the right to interview some, all, or none of the firms responding to this RFI based solely on its judgment as to the firm's proposals and capabilities. The CAA reserves the right to request and consider additional information from submitters and to reject any and all submittals on any basis without disclosing the reason. No firm may withdraw their submittal for at least 120 days after the time and date set for submission. The CAA reserves the right to waive any irregularities and technical defects.

POINT OF CONTACT

The point of contact for all submissions and correspondence regarding this RFI will be Laurie Sirois (Purchasing Agent). She may only be reached by e-mail, at procurement@ctairports.org. Submissions of questions, correspondence or requests for clarification to persons other than the Purchasing Agent, or in a form other than e-mail, will not receive a response.

INTERPRETATION AND ADDENDA

No interpretation or clarification regarding this RFI will be made verbally to any Respondent. Requests for interpretation or clarification must be submitted electronically to the Purchasing Agent. When submitting a request for interpretation or clarification, Respondents are encouraged to reference the RFI page and topic number pertinent to the question(s). All questions must be submitted no later than the date and time stated above. Any questions received after that time will not be addressed.

Interpretations, clarifications and supplemental instructions from the CAA will be in the form of a written addendum, which will be posted to the State of Connecticut Department of Administrative Services and the CAA websites.

Only the written interpretations, clarifications or supplemental instructions set forth in the posted addenda shall be binding, and Respondents are warned that no other source is authorized to give information concerning, explaining or interpreting this RFI.

ATTEMPTS TO INFLUENCE THE SELECTION PROCESS

Except for clarifying written questions sent to the CAA, all Respondents, including any and all persons acting on their behalf, are strictly prohibited from contacting any employee of the CAA or Board official, on or regarding any matter relating to this RFI from the time the RFI is issued until award.

The CAA reserves the right to disqualify any Respondent who contacts any employee of the CAA or Board official, other than the Purchasing Agent, concerning this RFI.

PUBLIC RECORDS

Each Respondent agrees that all information, data, documentation, and material submitted or provided by the Respondent shall become the property of the CAA and it shall not be returned to the Respondent. The CAA is subject to the requirements of the Connecticut Freedom of Information Act ("FOIA"). After CAA award of a Contract, all information, data, documentation, and material submitted shall be considered public information and may be made available for inspection in accordance with the FOIA. Any proprietary information, data, documentation, and material that the Respondent wishes to remain confidential (to the extent allowed under the FOIA) should be clearly identified in the proposal; however, [such identification does not guarantee its confidentiality. Respondent specifically waives](#) any claims against the CAA related to the disclosure of any materials if made pursuant to a public records request.

Respondent must submit a letter stating reasons for claiming confidentiality for every type of information that may be stamped confidential. Failure to comply with these procedures may result in the disclosure of this information. Respondent may be required to intervene in any public records request in order to protect its rights to confidential or proprietary information.

BACKGROUND

Bradley International Airport passengers currently rely primarily on our website (www.bradleyinternational.com) for information to meet their travel needs through Bradley. To enhance their travel experience, we seek proposals for the development of a customer friendly and easy to navigate mobile application. The mobile application should include information currently available on the website as well as bonus features that will facilitate our passengers' travel and encourage travelers to take advantage of the mobile app.

SCOPE

The successful respondent, will develop a mobile application to include the features outlined below, as well make any necessary recommendations regarding the look, feel, functionality and evaluation of the application.

Compatibility: iOS devices (iPhone, iPad version 4 and greater), Android (version 4 and greater). Windows Phone (8 and greater)

1. Home screen with clearly identified table of contents (animated home screen preferred);
2. Arrivals tab with push notifications and ability to search flights by airline and city*;
3. Departures tab with push notifications and ability to search flights by airline and city*;
4. Terminal map with location tracking;
5. Information about dining, shopping, amenities (i.e. description, hours, etc.);
6. Information about services (i.e. lost and found);
7. Information about parking (map, prices, calculator) and ground transportation;
8. Important safety/TSA guidelines (i.e. description w/link to TSA website and local contact number);
9. Links to Facebook and Twitter;
10. Links to survey/feedback;
11. Links to corporate aviation (TAC Air and Signature Flight);
12. FAA flight delays*;
13. Search feature;
14. Special offers tab;
15. Tag and View My Car Space (take picture of where you parked and save it in the app so that you remember when you are looking for your car at the airport);
16. About us section;
17. Airport news/events;
18. Change language feature;
19. Tourism info;
20. [Section on current local weather conditions, as well as forecasted conditions; and](#)
21. Near Field Communication (NFC) technology that will push interests from CAA's concessionaires.

*The CAA will provide feeds for these features to the selected Proposer.

SUBMISSION REQUIREMENTS

- Cost and schedule for completion of the mobile application. Please provide as detailed cost breakdown as possible and itemize features when possible accordingly.
- Project personnel and qualifications to perform their respective roles including resumes of the all key staff.
- Adequate record of performance on similar applications performed within the last five (5) years, verifiable through references.

EVALUATION CRITERIA

Evaluation of submissions received in response to this RFI will consist of a review of the information requested above. Review will be conducted by CAA officials, and shall include review of the responsiveness to the scope of services and information requested above. CAA reserves the right to select a Respondent based on interest generated by this RFI. Should the CAA, in its sole discretion, determine that sufficient interest in the operation of an aviation related facility warrants a formal Request for Proposals (RFP) document being issued, CAA will issue an RFP to those Respondents to the RFI who have been determined to be qualified by the criteria herein.

- END OF RFI -