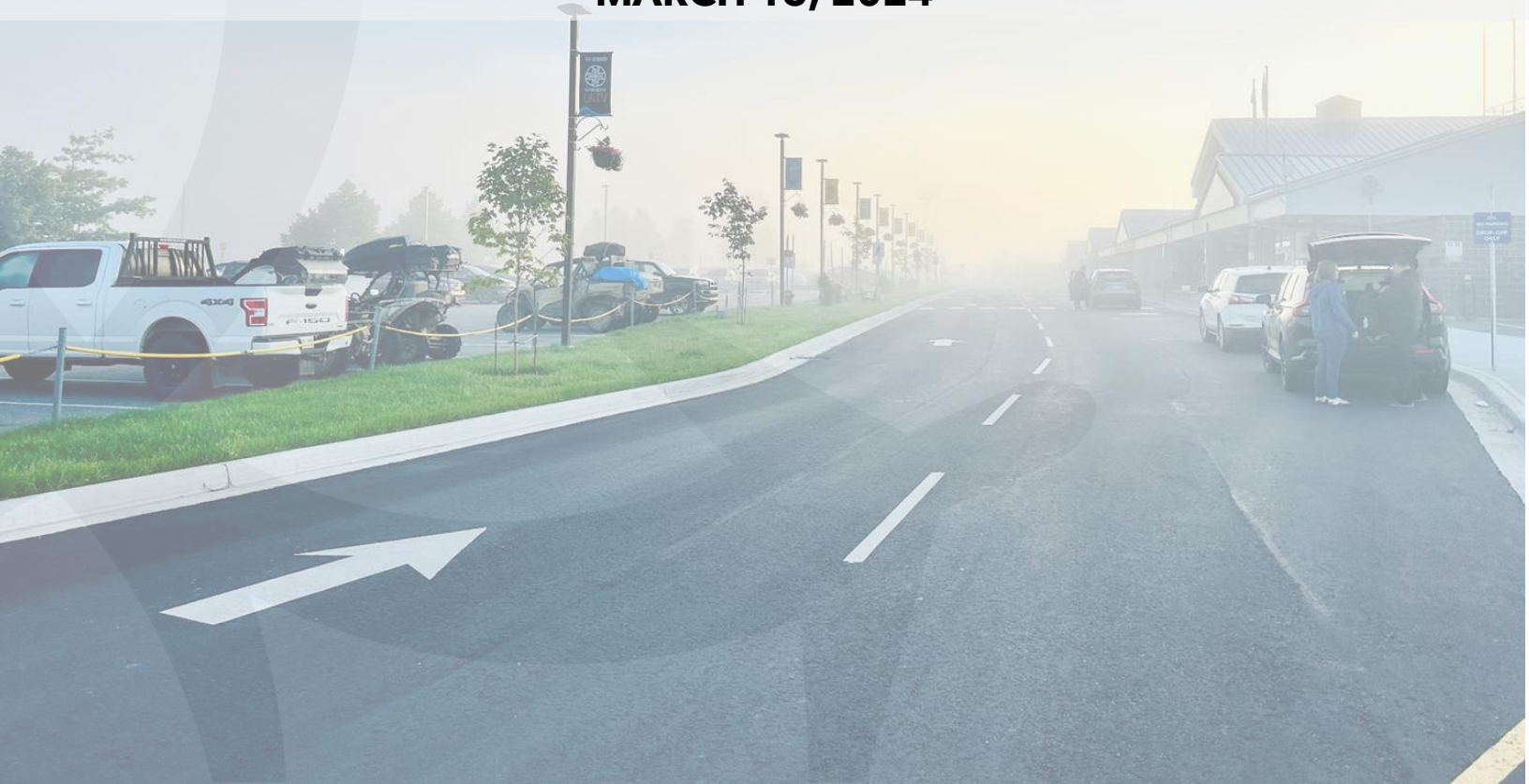




Request for Proposals

Primary Taxi Operator

MARCH 15, 2024





RFP for Primary Taxi Operator

DESCRIPTION AND INSTRUCTIONS TO PROPONENTS



RFP for Primary Taxi Operator

SECTION 1: Introduction

1.1 The Deer Lake Regional Airport Authority Inc. (DLRAA) is requesting proposals for the Primary Taxi Operator service at the Deer Lake Regional Airport (DLRA). DLRAA has implemented a ground transportation program that includes a Primary Taxi Operator and Shuttle Operators. The Primary Taxi Operator is the only company authorized by DLRAA to queue taxis curbside in front of the Arrivals area of the Air Terminal Building (ATB). The Primary Taxi Operator is also the only ground transportation service to solicit passengers within the ATB. Other licensed shuttle operators may perform prearranged pickups in the shared commercial parking area and may pickup a waiting passenger at the curb if there are no Primary Taxis in the queue.

1.2 The work under this contract comprises carrying out the following ground transportation services as the Primary Taxi Operator:

- a) Supply sufficient quantity of taxis for each arriving scheduled flight at the DLRA;
- b) Monitor arrival times via DLRAA flight schedules, DLRA website, terminal displays and/or other means in order to accommodate actual arrival times. Appendix 'B' provides a sample flight schedule indicating arrival times and passenger capacities;
- c) Supply taxis on call as specified herein;
- d) Offer courteous service with taxis and drivers that are neat and clean as specified herein; and
- e) Meet all requirements set forth in the complete RFP document and DLRAA Vehicle Operating Agreement 2024-09

1.3 The duration of this agreement is the term May 01, 2024 to January 31, 2026 ("Agreement Term")



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SECTION 2: Instructions to Proponents

2.1 Proposed Timeline:

- a) Release of RFP: March 15, 2024
- b) Virtual Site Tour: March 29, 2024, 10:00 AM NST **(Non-Mandatory)**
Proponents wishing to attend shall confirm attendance no later than March 26 at 3:00 PM to info@deerlakeairport.com.
- c) Deadline for Questions: April 3, 2024, 3:00PM (NST)
- d) Deadline for receipt of response to RFP: April 09, 2024, 3:00 PM (NST)
- e) Notification of Successful Bidder: April 15, 2024
- f) Signing of Contract/Agreement on or before April 26,2024
- g) Primary Taxi Operation Commencement: May 01, 2024, 03:00 AM NST

If interested in the Request for Proposal full document, please contact pattiparsons@deerlakeairport.com