



October 4, 2024

Dear Prospective Firm:

The City of Cleveland, ("City"), owner and operator of Cleveland Hopkins International Airport and Burke Lakefront Airport (collectively "Airports"), through its Director of the Department of Port Control ("Director"), invites written Proposal from firms that have requisite, demonstrable competence and experience in providing Neutral Host Distributed Antenna System

The City will be transitioning to a new eProcurement solution (OpenGov) for publishing solicitations and receiving vendor responses. [Register your account early](#) to begin receiving email notifications for the City's Request for Proposal opportunities. Registration is free for vendors.

If your firm is interested in this Neutral Host Distributed Antenna System Request for Proposal, please view and submit at <https://procurement.opengov.com/portal/clevelandoh> no later than **4:00 p.m. local time on Thursday, November 21, 2024**. No Proposals shall be accepted after that time unless such date or time is extended pursuant to a written addendum issued by the City.

A pre-proposal meeting will be held on **Tuesday October 15, 2024 at 1:30 p.m. local time via WEBEX, call in number: 1-415-655-0002, Meeting Number: 2630 668 6928**. Although attendance is not mandatory, firms are encouraged to attend. Interested parties may submit or ask questions pertaining to this Request for Proposal and the services desired. Questions should be submitted online in the Q&A section, on the OpenGov platform.

The Director reserves the right to reject all Proposals or portions of any or all Proposals, to waive irregularities and technicalities, to re-advertise or to provide the service otherwise in the best interest of the City. The Director may, at his sole discretion, modify or amend any and all of the provisions of this notice or the Request for Proposal.

All future documentation including addenda, response to questions, schedule changes and additional requirements for this Request for Proposal will be posted on the following sites, as no additional mailings will be made.

<https://procurement.opengov.com/portal/clevelandoh>

[www.clevelandohio.gov/city-hall/departments/finance/request-qualificationsproposal](http://www.clevelandohio.gov/city-hall/departments/finance/request-qualificationsproposal)

<https://www.clevelandairport.com/about-us/business-cle/bids-rfps>

Should you have any questions regarding this solicitation, please contact me.

Sincerely,

Keith Prawalsky  
Airport Procurement Officer  
City of Cleveland  
Department of Port Control