REQUEST FOR PROPOSAL

2027-006-RFP

AIRPORT DIGITAL TWIN PLATFORM IMPLEMENTATION AND SUPPORT SERVICES

Sanford Airport Authority

1200 Red Cleveland Blvd.

Sanford, FL 32773

RELEASE DATE: October 22, 2026

DEADLINE FOR QUESTIONS: November 12, 2026

RESPONSE DEADLINE: November 23, 2026, 10:00 am

Sanford Airport Authority

REQUEST FOR PROPOSAL

Airport Digital Twin Platform Implementation and Support Services

I. Introduction .....
II. Definitions .....
III. Scope of Services .....
IV. Meeting Rooms .....
V. Contract .....
VI. Solicitation General Terms and Conditions .....
VII. Special Terms & Conditions .....
VIII. Response Evaluation .....
IX. Evaluation Criteria .....
X. Respondent Questionnaire .....

Attachments:

A - 2027-006-RFP - Attachment A - Procurement Process

B - 2027-006-RFP - Attachment B - Evaluation Criteria

C - 2027-006-RFP - Attachment C - Detailed Scope of Work

1. Introduction

Established by the Florida Legislature in 1971, the Sanford Airport Authority ("Authority") owns and operates Orlando Sanford International Airport (SFB), a commercial service airport serving approximately three million passengers annually. SFB serves as a significant economic engine for Central Florida, supporting passenger travel, tourism, commerce, workforce development, and a diverse range of aviation and non-aviation business activities.

1.1. Summary

The Sanford Airport Authority (Authority) is seeking qualified professional services from an experienced Solution Provider to implement an Airport Digital Twin Platform and associated Open, Standards-Based Digital Twin Ecosystem that improve airport asset management, maintenance operations, operational awareness, and long-term facility stewardship.

The selected Solution Provider shall configure, integrate, deploy, and support a commercially available Digital Twin Platform using industry best practices and a scalable implementation approach utilizing commercially supported, configuration-based solutions. The Digital Twin Platform shall establish a common operational environment that integrates information from selected airport systems and provides enhanced visualization, analytics, dashboards, workflows, and decision-support capabilities.

The Airport Digital Twin Platform is intended to complement—not replace—the Authority's existing operational and business systems. Existing systems shall remain authoritative systems of record for their respective functions. The Digital Twin Platform shall leverage information from these systems to improve asset visibility, maintenance coordination, operational awareness, and informed decision-making.

For a detailed breakdown of the Authority's Digital Twin Program scope, see Attachment C - Detailed Scope of Work.

1.2. Background

The Sanford Airport Authority owns and operates Orlando Sanford International Airport (SFB). The Authority currently uses multiple operational, maintenance, business, and facility systems to manage airport assets and infrastructure. As these systems operate independently and contain different types of asset, maintenance, operational, and facility information, the Authority is seeking to improve how this information can be accessed, viewed, and used across the organization.

This project is intended to establish the foundation for a long-term Airport Digital Twin capability that can evolve as the Authority's operational needs and technology environment change.

1.3. Contact Information

ROBERTA STANTON
Director of Procurement
1200 Red Cleveland Boulevard
Sanford, FL 32773

Email: rstanton@osaa.net
Phone: (407) 585-4013

Department:
Procurement

Department Head:
Roberta Stanton
Director of Procurement

1.4. Timeline

Solicitation Documents Posted	October 22, 2026
Pre-Solicitation Conference & Site Tour (Non-Mandatory)	November 6, 2026, 2:00pm Orlando Sanford International Airport Sanford Airport Authority - 2nd Floor Boardroom 1200 Red Cleveland Blvd. Sanford, FL 32773 Park in any available parking lot and a voucher will be given for parking fees. The boardroom is located next to baggage claim 3. Take the elevator to the 2nd floor and wait in the lobby.
Question and Clarification Deadline	November 12, 2026, 5:00pm
Final Addendum posted	November 16, 2026, 5:00pm
Response Deadline	November 23, 2026, 10:00am Orlando Sanford International Airport Sanford Airport Authority - 2nd Floor Boardroom 1200 Red Cleveland Blvd. Sanford, FL 32773 The Sanford Airport Authority Boardroom is located on the 2nd Floor in the Airport Terminal. The elevator is located next to Baggage Claim 3. Wait in the lobby and you will be escorted to the Boardroom. Park in any available parking lot. A voucher will be provided to cover fees.

1st Technical Evaluation Meeting	December 8, 2026, 1:00pm Orlando Sanford International Airport Sanford Airport Authority - 2nd Floor Boardroom 1200 Red Cleveland Blvd. Sanford, FL 32773 The Sanford Airport Authority Boardroom is located on the 2nd Floor in the Airport Terminal. The elevator is located next to Baggage Claim 3. Wait in the lobby and you will be escorted to the Boardroom. Park in any available parking lot. A voucher will be provided to cover fees.
2nd Technical Evaluation Meeting (If needed)	December 10, 2026, 10:00am Orlando Sanford International Airport Sanford Airport Authority - 2nd Floor Boardroom 1200 Red Cleveland Blvd. Sanford, FL 32773 The Sanford Airport Authority Boardroom is located on the 2nd Floor in the Airport Terminal. The elevator is located next to Baggage Claim 3. Wait in the lobby and you will be escorted to the Boardroom. Park in any available parking lot. A voucher will be provided to cover fees.
3rd Technical Evaluation Meeting (If needed)	December 14, 2026, 10:00am Orlando Sanford International Airport Sanford Airport Authority - 2nd Floor Boardroom 1200 Red Cleveland Blvd. Sanford, FL 32773 The Sanford Airport Authority Boardroom is located on the 2nd Floor in the Airport Terminal. The elevator is located next to Baggage Claim 3. Wait in the lobby and you will be escorted to the Boardroom. Park in any available parking lot. A voucher will be provided to cover fees.

1st Day - Interviews/Demonstrations/Presentations	January 11, 2027
2nd Day - Interviews/Demonstrations/Presentations (If needed)	January 12, 2027
Selection and award by the Authority's Board	February 2, 2027

2. Definitions

2.1. Addendum/Addenda

A written modification, clarification, or revision to the Solicitation issued by the Authority through its e-Procurement Portal prior to the Response Deadline.

2.2. Airport

Orlando Sanford International Airport (SFB), owned and operated by the Sanford Airport Authority.

2.3. Airport Digital Twin Platform / Platform

The commercially available software platform, associated products, modules, configurations, integrations, interfaces, and related technology proposed to provide the Digital Twin capabilities described in the Solicitation and Attachment A.

2.4. Authority / SAA

The Sanford Airport Authority, owner and operator of Orlando Sanford International Airport.

2.5. Authority Business Days

Monday through Friday, 8:00 a.m. to 5:00 p.m. Eastern Time, excluding Authority-observed holidays.

2.6. Board

The Sanford Airport Authority Board of Directors.

2.7. Contract

The written agreement executed between the Authority and the selected Respondent for the Services, including all incorporated exhibits, attachments, amendments, the applicable Solicitation Documents, and portions of the selected Respondent's Response accepted by the Authority.

2.8. Digital Twin Ecosystem

The Authority's long-term, open and standards-based Digital Twin environment consisting of the Platform, approved integrations, data sources, spatial information, dashboards, workflows, analytics, operational use cases, and other capabilities that may evolve over time.

2.9. Implementation Plan

The detailed post-award project plan developed by the selected Solution Provider in collaboration with the Authority that establishes the approved implementation approach, priorities, phases, schedule, milestones, integrations, responsibilities, testing, deployment, and other activities necessary to implement the Platform. Attachment A specifically requires an approved Project Implementation Plan as an implementation deliverable.

2.10. Key Personnel

Individuals identified by the Respondent whose experience, qualifications, responsibilities, or involvement are material to the Respondent's proposed approach and successful performance of the Services.

2.11. OpenGov / e-Procurement Portal

The Authority's electronic procurement system through which the Solicitation is administered and Responses, questions, Addenda, notices, and other solicitation information may be submitted or distributed.

2.12. Respondent

A person, firm, corporation, partnership, joint venture, or other legal entity submitting a Response to this Solicitation.

2.13. Response

The complete proposal submitted by a Respondent in response to this Solicitation, including technical information, proposed approach, qualifications, pricing, required forms, certifications, and other requested information.

2.14. Response Deadline

The date and time identified in the Solicitation Timeline by which a Response must be submitted through the Authority's e-Procurement Portal.

2.15. Selected Respondent / Solution Provider

The Respondent selected by the Authority to enter into a Contract. Upon Contract execution, the selected Respondent shall serve as the Solution Provider responsible for providing the Services required by the Contract and Attachment A.

2.16. Services

All software, licenses, configuration, integration, implementation, documentation, training, support, professional services, and other services required by the Solicitation, Attachment A, and resulting Contract to implement and support the Authority's Airport Digital Twin Platform.

2.17. Solicitation Documents

This Solicitation and all documents incorporated into or issued in connection with it, including attachments, exhibits, forms, the proposed Contract, Addenda, and other documents issued by the Authority.

2.18. Work

Collectively, the Services and contractual obligations to be performed by the selected Solution Provider under the resulting Contract.

2.19. System of Record

An existing Authority operational or business system that remains the authoritative source for information within its respective functional domain. The Digital Twin Platform is intended to integrate and present information from such systems and not replace their core operational functions.

3. Scope of Services

The Sanford Airport Authority (Authority) is seeking qualified professional services from an experienced Solution Provider to implement an Airport Digital Twin Platform and associated Open, Standards-Based Digital Twin Ecosystem that improve airport asset management, maintenance operations, operational awareness, and long-term facility stewardship.

The selected Solution Provider shall configure, integrate, deploy, and support a commercially available Digital Twin Platform using industry best practices and a scalable implementation approach utilizing commercially supported, configuration-based solutions. The Digital Twin Platform shall establish a common operational environment that integrates information from selected airport systems and provides enhanced visualization, analytics, dashboards, workflows, and decision-support capabilities.

The Airport Digital Twin Platform is intended to complement—not replace—the Authority's existing operational and business systems. Existing systems shall remain authoritative systems of record for their respective functions. The Digital Twin Platform shall leverage information from these systems to improve asset visibility, maintenance coordination, operational awareness, and informed decision-making.

For a detailed breakdown of the Authority's Digital Twin Program scope, see Attachment C - Detailed Scope of Work.

Project Objectives

The objectives of this project include:

- Establishing a scalable Airport Digital Twin Platform to support airport operations, maintenance, and asset management.
- Improving visibility into assets, equipment condition, operational status, maintenance activities, and lifecycle information.
- Enhancing preventive and corrective maintenance processes through improved access to asset, operational, and performance information.
- Integrating information from selected airport enterprise and operational systems into a common digital environment.
- Providing configurable dashboards, spatial visualizations, workflows, analytics, and reporting capabilities.
- Establishing a sustainable platform that can expand through future integrations, use cases, and technology enhancements.

- Ensuring the Digital Twin Platform remains open, standards-based and interoperable, and capable of evolving without proprietary customization.
- Creating a formal process repository for post project system operation and maintenance.

Initial Implementation Scope

The initial implementation will focus on asset management optimization and establishing the foundation for future airport-wide Digital Twin capabilities.

Initial focus areas involve the terminal and airfield including:

- Vertical transportation systems (elevators, escalators, and moving walkways)
- Passenger Boarding Bridge systems
- Baggage Handling Systems
- Heating, Ventilation, and Air Conditioning (HVAC) systems
- Airfield infrastructure
- Other airport assets and facilities identified during implementation

The selected Solution Provider shall provide professional services necessary to implement and support the Airport Digital Twin Platform, including: Implementation Planning and Platform Configuration

- Conduct project initiation activities and validate implementation priorities.
- Develop an implementation approach and deployment schedule.
- Configure the Digital Twin Platform using standard commercial product capabilities.
- Configure asset models, dashboards, workflows, reports, notifications, security, and user interfaces.
- Minimize custom software development through configuration-based solutions.

Data Integration and Spatial Enablement

- Collect, refine, consolidate, and integrate information from selected airport systems, which may include:
    - Computerized Maintenance Management System (CMMS) / Enterprise Asset Management (EAM)
    - Building Automation Systems (BAS/BMS)
    - HVAC systems
    - Passenger Boarding Bridge systems
    - Baggage Handling Systems

  - Vertical Transportation systems
  - Other airport operational and business systems
- Incorporate available spatial and engineering information, including GIS, CAD, BIM, LiDAR, imagery, floor plans, drawings, asset locations, and related facility information where applicable.

Dashboards, Analytics, and Operational Use Cases

- Configure role-based dashboards and visualizations supporting Engineering, Facilities Management, Maintenance, Operations, IT, and executive users.
- Develop initial Digital Twin use cases focused on asset performance monitoring, maintenance optimization, equipment status visibility, and operational decision support.
- Provide analytics capabilities, including artificial intelligence (AI)-enabled capabilities where practical and beneficial.

Training, Documentation, and Sustainment

- Provide formal operational and maintenance processes as well as training and knowledge transfer for system administrators and operational users.
- Provide implementation, configuration, integration, and user documentation.
- Provide ongoing professional services to support future enhancements, including additional integrations, dashboards, workflows, analytics, and operational use cases.

Desired Solution Characteristics

SAA seeks a Solution Provider that can deliver a practical, sustainable, and scalable Digital Twin solution based on the following principles:

- Commercially supported software platforms
- Configuration before customization
- Open, standards-based, and maintainable integration approaches
- Sustainable administration and long-term support
- Measurable operational value
- Ability to expand as airport needs evolve

The selected Solution Provider will assist the Authority in establishing a long-term Digital Twin capability that improves airport operations, enhances asset management, supports data-driven decision-making, and provides a foundation for future Airport technology initiatives.

Attachment C, Digital Twin Program Detailed Scope, establishes the Authority's project objectives, guiding principles, scope of services, functional requirements, representative existing system interfaces, and implementation deliverables. Respondents shall base their proposed solution on Attachment C.

The selected Solution Provider shall provide the software, licenses, configuration, integration, implementation, documentation, training, support, and professional services necessary to provide a complete and operational Airport Digital Twin Platform in accordance with the approved implementation scope.

4. Meeting Rooms

Any person requiring a special accommodation to attend a public meeting because of a disability or physical impairment should contact the Procurement Department at least 48 hours prior to the scheduled public meeting.

4.1. Vigilante Conference Room

The Vigilante Conference Room is located @ 2001 Red Cleveland Blvd., Sanford, Florida which is located across from the Main Terminal. Enter the lobby through the sliding glass main doors, go past the rental car area and the conference room is located on your right. For parking information, visit the Authority website at: https://flysfb.com/ground-transportation-parking/parking/. Park in any available lot and a parking voucher will be issued to cover the parking fee.

4.2. Authority Boardroom

The Authority Boardroom is located on the 2nd floor of the Main Terminal - 1200 Red Cleveland Boulevard, Sanford, FL. 32773. Take the elevator past Baggage Claim 3 to the second floor and check-in at the front desk. For parking information, visit the Authority website at: https://flysfb.com/ground-transportation-parking/parking/. Park in any available lot and a parking voucher will be issued to cover the parking fee.

5. Contract

5.1. Award of Contract

The Draft Contract will be included with a future Addendum.

6. Solicitation General Terms and Conditions

6.1. Binding Offer

A Respondent may withdraw its Response at any time prior to the Response Deadline in accordance with the procedures established by the Authority. After the Response Deadline, Responses shall remain valid and binding for one hundred twenty (120) calendar days unless otherwise authorized by the Authority.

Submission of a Response constitutes acknowledgement that the Respondent has reviewed the Solicitation Documents and agrees to be bound by its Response, except for exceptions expressly identified in accordance with the Solicitation requirements.

6.2. Respondent Responsibility

Each Respondent is responsible for examining the Solicitation Documents and determining that its Response addresses the Authority's requirements.

Respondents shall identify material assumptions, exclusions, constraints, dependencies, third-party requirements, risks, and Authority resource requirements associated with their proposed solution. A Respondent shall not rely upon an omission or ambiguity as a basis for avoiding an obligation that is reasonably apparent from the Solicitation Documents.

6.3. Questions, Clarifications, and Addenda

All questions, requests for clarification, and identified discrepancies or omissions concerning the Solicitation Documents must be submitted through the Authority's e-Procurement Portal no later than the Deadline for Questions identified in the Solicitation Timeline.

The Authority's responses to questions and any revisions to the Solicitation Documents will be issued through the e-Procurement Portal. Only a written Addendum issued by the Authority may modify the Solicitation. Oral interpretations or representations shall not modify the Solicitation.

Respondents are responsible for monitoring the e-Procurement Portal for Addenda and other notices concerning the Solicitation.

6.4. Response Modification or Withdrawal

Responses may be modified or withdrawn prior to the Response Deadline in accordance with the procedures of the Authority's e-Procurement Portal. Responses may not be modified after the Response Deadline except in response to a clarification, negotiation, Best and Final Offer, or other request expressly initiated by the Authority.

6.5. Consent to Inquiry and Verification

By submitting a Response, the Respondent authorizes the Authority to verify information contained in its Response and agrees to cooperate with reasonable inquiries conducted as part of the evaluation.

The Authority may verify references, experience, qualifications, certifications, financial responsibility, prior performance, proposed technology, partnerships, licensing arrangements, and other information relevant to determining the Respondent's ability to successfully perform the Services.

6.6. Compliance with Laws

Respondents shall comply with all applicable federal, State of Florida, local, and Authority requirements applicable to this Solicitation and, if awarded, performance of the Contract.

The Solution Provider shall be responsible for obtaining and maintaining licenses, registrations, permits, certifications, and authorizations required to perform its contractual obligations.

6.7. Public Entity Crimes

Respondents shall comply with the restrictions applicable to public entity crimes under Florida law and shall make any certifications or disclosures required by the Solicitation.

A Respondent that is prohibited from contracting with a public entity under applicable Florida law shall not be eligible for award.

6.8. Scrutinized Companies

Respondents shall comply with applicable Florida statutory requirements regarding prohibited or scrutinized companies and shall submit any certifications required by the Solicitation or applicable law.

The Authority may reject a Response, terminate a resulting Contract, or exercise any other remedy authorized by law if a Respondent or Solution Provider is determined to be ineligible or submits a false certification.

6.9. Suspension and Debarment

Respondents must be eligible to contract with the Authority and shall not be suspended, debarred, or otherwise prohibited from contracting under applicable federal or State requirements or Authority policy.

Submission of a Response constitutes acknowledgement of the Authority's applicable Suspension and Debarment requirements.

6.10. Non-Discrimination

The Authority will provide Respondent a full and fair opportunity to compete for this Contract without discrimination as required by applicable federal and State law and Authority policy.

The selected Solution Provider shall comply with all nondiscrimination requirements applicable to performance of the resulting Contract.

6.11. Insurance

The Selected Respondent shall provide evidence of the insurance coverage required by the Contract within the time established by the Authority and prior to commencement of Services. The Solution Provider shall maintain the required insurance throughout the Contract term.

Failure to provide or maintain required insurance may constitute grounds for withdrawal of award or Contract termination.

6.12. Non-Exclusive Contract

Any Contract resulting from this Solicitation shall be non-exclusive unless expressly stated otherwise in the executed Contract.

The Authority reserves the right to obtain similar, related, supplemental, or additional products and services from other sources when determined to be in its best interest.

This provision is particularly important here because Attachment A anticipates an evolving Digital Twin Ecosystem, additional integrations, future technologies, and additional operational use cases.

6.13. Solicitation and Contract Order of Precedence

Prior to Contract execution, the Solicitation Documents and Addenda issued by the Authority shall govern the procurement process.

Following Contract execution, any conflict among documents incorporated into the Contract shall be resolved according to the order of precedence established in the executed Contract.

6.14. Procurement Protests

By submitting a Response, the Respondent acknowledges that this Solicitation and any protest arising from it are subject to the Authority's Procurement Protest Policy, as amended from time to time.

A copy of the applicable policy may be obtained from the Authority's Procurement Department.

6.15. Award Does Not Constitute Authorization to Proceed

The Selected Respondent shall not commence Services prior to execution of the Contract and receipt of written authorization from the Authority, as applicable.

6.16. No Guarantee of Work or Expenditures

Unless expressly provided in the Contract, the Authority does not guarantee any minimum quantity of Services, level of expenditure, number of integrations, number of future enhancements, or amount of subsequent professional services.

The Authority may establish or modify implementation priorities based on operational needs, available funding, implementation results, technology requirements, and other factors. Attachment A expressly reserves flexibility concerning implementation priorities and future expansion.

7. Special Terms & Conditions

7.1. Disclosure

The Respondent warrants that any Response submitted is not made in the interest of or on behalf of any undisclosed party; that the Respondent has not, directly or indirectly, induced any other Respondent to submit a false Response; and that the Respondent has not paid or agreed to pay to any party, either directly or indirectly, any money or other valuable consideration for assistance or aid rendered or to be rendered in attempting to procure the Contract for the privileges granted herein.

7.2. File Uploads

All electronic files uploaded must be in a common format accessible by software programs the Authority uses. Such common formats are generally described as Microsoft® Word (.doc or .docx), Microsoft® Excel (.xls or .xlsx), Microsoft® Power Point (.ppt or pptx), or Adobe Portable Document Format (.pdf).

Respondent will not secure, password protect or lock uploaded files. The Authority must be able to open and view the contents of uploaded files. Respondent will not disable or restrict the ability of the Authority to print the contents of an uploaded file.

Scanned documents or images must be of sufficient quality, no less than 150 dpi, to allow for reading and interpreting the words, drawings, images or sketches.

It is the Respondent's responsibility to ensure the files uploaded to the Authority's software programs are not corrupt.

The Authority may deem any Response that does not meet the criteria stated in this paragraph to be non-responsive.

8. Response Evaluation

8.1. Objective

It is the Authority's intention to evaluate Responses and award a <Contract or Contracts> to the <Respondent or Respondents> whose Response is determined to serve in the best interest of the Authority. The Authority reserves the right to request additional information and clarification of any information submitted, including any omission from the original Response. All Responses will be treated equally with regard to this item. All Responses that meet the minimum qualifications will be evaluated as outlined in the Evaluation Criteria. In addition, the Authority may, at its sole discretion, request a Best and Final Offer as outlined in the Best and Final Offer, from all Respondents that meet the minimum qualifications.

8.2. Evaluation Criteria

The evaluation criteria has been established to determine which Response best meets the requirements and overall goals of the Authority and provides the best value to the Authority. The evaluation criteria is defined in Attachment B - Evaluation Criteria, of the Authority's e-Procurement Portal hosted by OpenGov at https://secure.procurenow.com/portal/flysfb

8.3. Technical Evaluation

Responses will be evaluated in accordance with the procedures set forth in Attachment A, Procurement Process, and the criteria and point allocations set forth in Attachment B, Evaluation Criteria. The Authority reserves the right to conduct the procurement process, evaluations, shortlisting, interviews, demonstrations, negotiations, and award recommendation in accordance with the Solicitation Documents and applicable law.

8.4. Short Listing Process

The Authority may utilize a shortlisting process as set forth in Attachment A, Procurement Process. If a shortlist is established, only shortlisted Respondents will be invited to participate in any Interviews, Demonstrations, Presentations, discussions, or other evaluation activities identified in the Solicitation.

The Authority reserves the right, in its sole discretion, to determine the number of Respondents to be shortlisted and to increase or decrease the number of shortlisted firms when determined to be in the Authority's best interest and applied consistently with the Solicitation.

Any Interviews, Demonstrations, Presentations, or other evaluation activities will be conducted and evaluated in accordance with Attachment A, Procurement Process, and Attachment B, Evaluation Criteria.

Following completion of the evaluation process, the Authority may recommend award to the Respondent determined to offer the best overall value to the Authority based upon the evaluation criteria and procedures set forth in the Solicitation Documents.

8.5. Interviews, Demonstrations, and/or Presentations

The Authority may, but is not obligated to, conduct interviews, demonstrations, presentations, discussions, or other evaluation activities as part of the procurement process. Such activities, if conducted, shall be administered in accordance with Attachment A, Procurement Process, and Attachment B, Evaluation Criteria.

The Authority may require attendance by the individuals identified in the Response as key personnel, including the proposed Project Manager, executive sponsor, or other representatives whose participation is deemed necessary for evaluation of the Respondent's qualifications, proposed solution, implementation approach, and ability to successfully perform the Services.

Respondents invited to participate shall provide any information, materials, demonstrations, or presentations reasonably requested by the Authority and shall furnish copies of any presentation materials at the time of the session, if requested.

Information presented during interviews, demonstrations, presentations, discussions, or other evaluation activities may be considered by the Authority for purposes of confirming, clarifying, validating, or further evaluating the Respondent's qualifications, proposed solution, implementation methodology, technical capabilities, and overall ability to meet the requirements of the Solicitation.

Interviews, demonstrations, presentations, discussions, and other evaluation activities are not public meetings and may be conducted in such manner, format, and location as determined by the Authority to be in its best interest and consistent with applicable law.

8.6. Best and Final Offer

The Authority reserves the right, to request Best and Final Offers ("BAFOs") from Respondents as part of the procurement process. Any request for a BAFO shall be conducted in accordance with Attachment A, Procurement Process, and applicable law.

If a BAFO is requested, the Authority may seek clarifications, modifications, enhancements, pricing revisions, or other information deemed necessary to further evaluate Responses and determine the solution offering the best overall value to the Authority.

If a shortlisting process is utilized, the Authority may request BAFOs from all shortlisted Respondents. If a shortlisting process is not utilized, the Authority may request BAFOs from all qualified Respondents. Any BAFO request shall be administered in a fair and consistent manner and shall not be used to provide preferential treatment to any Respondent.

Information provided in response to a BAFO may be considered by the Authority for purposes of clarifying, validating, revising, or finalizing evaluations, rankings, recommendations, and negotiations related to the Solicitation. The Authority reserves the right to accept, reject, or negotiate any aspect of a BAFO in accordance with the Solicitation Documents and applicable law.

8.7. Negotiation

The Authority reserves the right, in its sole discretion, to negotiate pricing, terms, conditions, scope, and other matters related to the Solicitation and any resulting agreement with the highest-ranked

Respondent. If the Authority determines that negotiations are unsuccessful or not in its best interest, the Authority reserves the right to terminate negotiations and, in accordance with the Solicitation Documents and applicable law, proceed with negotiations with the next highest-ranked Respondent.

8.8. Selection and Award

Responses shall be evaluated in accordance with the Solicitation Documents and applicable law. The Evaluation Committee may provide a recommendation based upon the results of the evaluation process; however, the final selection and award determination, if any, shall be made by the Authority and approved by the Authority's Board of Directors.

9. Evaluation Criteria

The following evaluation criteria have been established to determine which Response best meets the requirements and overall goals of the Sanford Airport Authority and provides the best value to the Authority.

No.	Evaluation Criteria	Scoring Method	Weight (Points)
1.	**i. Respondents' Overall Experience and Qualifications - (Maximum four (4) pages) - 15 Points** See Attachment B - Evaluation Criteria	Points Based	15 *(15% of Total)*
2.	**ii. Proposed Solution and Technical Approach – (Maximum eight (8) pages) - 25 Points** See Attachment B - Evaluation Criteria	Points Based	25 *(25% of Total)*
3.	**iii. Initial Implementation and Roadmap – (Maximum six (6) pages) - 20 Points** See Attachment B - Evaluation Criteria	Points Based	20 *(20% of Total)*
4.	**iv. Team Organization, Key Personnel, Availability, and Qualifications – (Maximum three (3) pages, excluding resumes) - 15 Points** See Attachment B - Evaluation Criteria	Points Based	15 *(15% of Total)*
5.	**v. Training, Support, and Sustainability (Maximum three (3) pages) - 10 Points** See Attachment B - Evaluation Criteria	0-10 Points	10 *(10% of Total)*
6.	**vi. Price / Five-Year Cost of Ownership – (Maximum three (3) pages) - 15 Points** See Attachment B - Evaluation Criteria	0-10 Points	15 *(15% of Total)*

10. Respondent Questionnaire

Respondents shall review and complete the Respondent Questionnaire in its entirety. Failure to complete the Respondent Questionnaire may deem the Response as non-responsive.

10.1. Minimum Qualifications

Minimum qualifications have been established as a basis for determining the eligibility of each submitted Response. A submitted Response may be determined non-responsive and may not be considered unless sufficient documentation is provided to determine whether the Respondent meets the minimum qualifications listed below:

*10.1.1. Respondent is registered with the Florida Department of State, Division of Corporations to do business in the State of Florida. (www.sunbiz.org)**

*Response required

*10.1.2. Respondent is NOT listed on the Florida Department of Management Services, Convicted Vendor List as defined in Section 287.133(3)(d), Florida Statutes. (www.dms.myflorida.com/business_operations/ state_purchasing/vendor_information/convicted _suspended_discriminatory_complaints_vendor _lists/convicted_vendor_list)**

☐ Please confirm

*Response required

*10.1.3. Respondent is NOT listed on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List or the Scrutinized Companies that Boycott Israel List or is engaged in business operations in Cuba or Syria, as detailed in the Solicitation Documents. (https://www.sbafla.com/fsb/FundsWeManage/ FRSPensionPlan/GlobalGovernance Mandates.aspx > Links – Scrutinized List of Prohibited Companies)**

☐ Please confirm

*Response required

*10.1.4. Respondent is NOT listed on the Federal Convicted Vendor list. (www.sam.gov)**

☐ Please confirm

*Response required

*10.1.5. Respondent is NOT listed on the Florida Department of Transportation Contractor Suspension List. (http://www.dot.state.fl.us/construction/legal /newsuspension.shtm)**

☐ Please confirm

*Response required

10.2. Minimum Qualification - Pass/Fail - Per Attachment B

*10.2.1. i. Statement / Proof of Respondent's Ability to Provide Services (Pass/Fail)**

The Respondent shall submit a narrative not exceeding two (2) pages demonstrating its overall capability and capacity to provide the Services required under this Solicitation, including relevant experience with Digital Twin platforms or comparable enterprise technology solutions.

*Response required

*10.2.2. ii. Statement / Proof of Respondent's Ability to Meet the Authority's Insurance Requirements**

As a mandatory minimum requirement, the Respondent must demonstrate the ability to obtain and maintain the minimum insurance coverages identified below. The insurance requirements listed herein are not intended to be all-inclusive and represent the Authority's minimum insurance requirements. Additional insurance coverages, endorsements, limits, or other insurance-related requirements may be required based on the Respondent's proposed solution, scope of services, contractual requirements, applicable law, or risk considerations.

- **Commercial General Liability:** Not less than $1,000,000 per occurrence and $2,000,000 annual general aggregate.
- **Commercial Automobile Liability:** Coverage for owned, leased, hired, and non-owned automobiles, with a combined single limit for bodily injury and property damage of not less than $1,000,000 per occurrence.
- **Professional Liability:** Not less than $1,000,000.
- **Workers' Compensation:** Statutory limits as required by applicable law.

The Respondent shall provide a letter from its insurance company or broker confirming the Respondent's ability to obtain and maintain the required coverage. The insurer shall be authorized to conduct business in the State of Florida.

Failure to meet this mandatory minimum requirement may result in the Response being deemed non-responsive and not considered further by the Authority.

*Response required

*10.2.3. iii. Statement / Proof of Respondent's Business Licensing and Authority to Conduct Business in Florida – (Pass/Fail) **

As a mandatory minimum requirement, the Respondent must demonstrate that it is legally authorized to conduct business in the State of Florida and possesses all business licenses, registrations, certifications, authorizations, and other corporate credentials required to provide the proposed Services.

The Respondent shall provide copies of applicable business credentials and disclose any material sanctions, suspensions, restrictions, revocations, or disciplinary actions affecting such credentials.

This requirement applies solely to the Respondent entity and any proposed subcontractor entity, as applicable. Qualifications and credentials of Key Personnel will be evaluated separately under the Technical and Management Qualifications criteria.

*Response required

10.3. Letter of Interest - Per Attachment B

*10.3.1. Provide a Letter of Interest/cover letter confirming the Respondent's interest in providing the Services. The letter shall not exceed two (2) pages and shall include:**

- Respondent's legal name and business address.
- Telephone number and email address.
- Principal contact person.
- Type of business organization.
- Number of years in business.
- Required criminal and financial disclosures.
- Disclosure of any known conflict of interest that may affect the Respondent's ability to perform the Services.
- Signature of an individual authorized to make representations on behalf of the Respondent.

*Response required

10.4. Evaluation Criteria - Scored - Per Attachment B

*10.4.1. i. Respondents' Overall Experience and Qualifications - (Maximum four (4) pages) - 15 Points**

- Describe the Respondent's experience implementing and supporting Digital Twin platforms, enterprise asset visualization platforms, or comparable integrated operational technology environments.
- Provide a minimum of three (3) successful projects of similar scope or complexity. Airport experience is desirable where relevant; comparable complex operating environments may also be presented.
- For each project identify the client/owner, project name and location, implementation date/status, Respondent's role, platform/technology used, major integrations, project scope, and relevance to the Authority's Digital Twin project.
- Identify significant implementation challenges encountered and how they were resolved.

- Provide current client reference contact information for each project. The Respondent is responsible for the accuracy of reference contact information.
- Identify the Respondent's organizational resources, proposed partners/subcontractors, and relevant platform/vendor relationships supporting initial implementation and ongoing services.

*Response required

*10.4.2. ii. Proposed Solution and Technical Approach – (Maximum eight (8) pages) - 25 Points**

- Describe the proposed commercially available Digital Twin Platform, products/modules, architecture, hosting model, licensing approach, and major third-party components.
- Demonstrate how the solution supports the Authority's project objectives and guiding principles, including business value, simplicity and sustainability, Commercial off the Shelf (COTS), configuration before customization, systems of record, open integration, practical AI, and spatial enablement.
- Describe the integration and data approach, including APIs, middleware, web services, event-driven methods, data readiness, interface dependencies, and open, standards-based interoperability.
- Describe the proposed spatial approach for available GIS, CAD, BIM, LiDAR, imagery, floor plans, engineering drawings, asset locations, O&M information, and other spatial/facility information.
- Describe platform capabilities for asset visualization, dashboards, workflows, reports, notifications, analytics/AI, security, administration, scalability, and future expansion.
- Clearly identify which proposed capabilities are standard, configured, integrated third-party, custom, or conceptual and justify any custom development.

*Response required

*10.4.3. iii. Initial Implementation and Roadmap – (Maximum six (6) pages) - 20 Points**

- Recommend the initial implementation scope, priorities, systems, assets, integrations, use cases, and spatial capabilities that will provide measurable operational value while establishing the foundation for the Authority's long-term Digital Twin Ecosystem.
- Address the initial terminal and airfield focus areas, as appropriate, including vertical transportation, passenger boarding bridges, baggage handling, HVAC, airfield infrastructure, CMMS/EAM information, and other recommended high-value areas.
- Provide proposed implementation phases, schedule, milestones, sequencing, testing/user acceptance, deployment, and transition to operations.

- Describe the proposed approach, staffing, schedule, milestones, level of effort, and Authority participation required to support the collection, assessment, refinement, validation, mapping, and consolidation of data from interfaced systems necessary for implementation of the Digital Twin Platform. Identify any assumptions, dependencies, data readiness requirements, and recommended strategies to mitigate data quality or availability risks.
- Identify Authority resources, third-party participation, data/information needs, assumptions, exclusions, constraints, dependencies, risks, and recommended mitigations.
- Provide a future roadmap for logical expansion through additional integrations, assets, facilities, dashboards, workflows, analytics, operational use cases, and emerging technologies.

*Response required

*10.4.4. iv. Team Organization, Key Personnel, Availability, and Qualifications – (Maximum three (3) pages, excluding resumes) - 15 Points**

- Provide an organization chart identifying Key Personnel, firm affiliation, roles, responsibilities, reporting relationships, and involvement throughout implementation and support.
- Identify the individual responsible for overall project management and the individuals responsible for technical architecture/integration and other key functions.
- Provide resumes for all Key Personnel, preferably no more than two (2) pages each, including proposed role, years with the firm, education, relevant licenses/certifications, and experience relevant to the proposed role.
- Describe availability, anticipated level of involvement, team continuity, and the process for any proposed substitution of Key Personnel.

*Response required

*10.4.5. v. Training, Support, and Sustainability (Maximum three (3) pages) - 10 Points**

- Describe the proposed training approach for system administrators and applicable Authority user groups.
- Describe documentation and knowledge transfer that will enable Authority personnel to perform routine administration, user management, dashboard modifications, and appropriate configuration activities.
- Describe post-go-live support, software upgrades, technical support, issue resolution, platform maintenance, ongoing enhancement services, and continuous improvement capabilities.
- Demonstrate how the proposed approach supports long-term maintainability, cost-effective administration, configuration-based expansion, and reduced dependence on unnecessary custom development.

*Response required

*10.4.6. vi. Price / Five-Year Cost of Ownership – (Maximum three (3) pages) - 15 Points**

- Complete the Cost Proposal/Pricing Form and clearly identify the recommended base implementation and all required recurring costs.
- Separately identify implementation services, platform/license/subscription costs, hosting, support/maintenance, required third-party costs, and other required charges.
- Separately identify any professional services, labor categories, hourly rates, assumptions, estimated hours, and associated costs for supporting Authority staff in the collection, assessment, refinement, validation, mapping, and consolidation of data from interfaced systems required to support implementation and operation of the Digital Twin Platform.
- Separately identify optional or future professional services, modules, integrations, and applicable labor categories/rates.
- Pricing will be evaluated on overall value, completeness, transparency, consistency with the proposed solution, and five-year cost of ownership.

*Response required

10.5. Miscellaneous Questions - Non-Scored

*10.5.1. Has the Respondent failed to complete a contract or been terminated early from any contract prior to the completion of the services?**

☐ Yes
☐ No

*Response required

10.5.2. If yes to the question above, please provide additional details.

*10.5.3. Has a surety paid for completion or termination of a contract on the Respondent's behalf?**

☐ Yes
☐ No

*Response required

10.5.4. If yes to the question above, please provide additional details.