

**SANFORD AIRPORT AUTHORITY  
NOTICE TO BIDDERS / INVITATION TO BID  
JANITORIAL SUPPLIES  
#2026-012-ITB**

The Sanford Airport Authority, hereinafter called "Authority", hereby requests sealed Invitation to Bid for **Janitorial Supplies**.

The project can be generally described as:

The purpose of this solicitation is to contract with a qualified Vendor for Janitorial Supplies to provide established online ordering, competitive pricing, volume discounts, ensure on time delivery, and develop a contingency plan for out-of-stock items and emergency services for the Authority.

**The Sanford Airport Authority is only accepting electronic sealed response submissions. Respondents shall create a FREE account with OpenGov by signing up at <https://flysfb.com/procurement/solicitations/>. Once you have completed account registration, browse back to the Project page, click on "Submit Response", and follow the instructions to submit the electronic response. Responses will be accepted up to April 14, 2026 @ 2:00 pm, at which time all responses received will be publicly opened, the contents noted and read aloud. The opening will take place at the Sanford Airport Authority, Boardroom, 1200 Red Cleveland Blvd., Sanford, FL 32773.**

On and after March 12, 2026, Solicitation Documents will be available electronically and may be obtained on the Sanford Airport Authority's webpage: <https://flysfb.com/procurement/solicitations/> or by contacting Luangel Lowder, Procurement Analyst, Phone: 407-585-4035; Email: [procurement@osaa.net](mailto:procurement@osaa.net) (hard copies are not available). Respondents must be registered through OpenGov Procurement on the Sanford Airport Authority's online procurement webpage @ <https://www.flysfb.com/procurement> **to be eligible to submit a response for the project**. A complete examination and understanding of the specifications contained in the solicitation documents is necessary in order for the Respondent to properly submit a response. All ITB submittals shall be prepared in accordance with the solicitation documents. The failure to comply with any requirement contained in the solicitation documents may result in the rejection of the response as non-responsive or a finding that the Respondent is not qualified for this Project.

**A NON-MANDATORY Pre-Solicitation Conference will be conducted at the Orlando Sanford International Airport, Sanford Airport Authority Welcome Center, Vigilante Conference Room , 2001 Red Cleveland Boulevard, Sanford, Florida 32773 on March 27, 2026, at 11:00 a.m., local time.** The Pre-Solicitation Conference is the primary opportunity that Respondents will have to address with the Authority questions about the solicitation.

The Sanford Airport Authority in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252, 42 U.S.C. 2000d to 2000d-4) and the Regulations, hereby notifies all Respondents that it will affirmatively ensure that for any contract entered into pursuant to this advertisement, disadvantaged business enterprises and airport concession disadvantaged business enterprises will be afforded full and fair opportunity to submit responses to this request and will not be discriminated against on the grounds of race, color, national origin (including limited English proficiency), creed, sex, age or disability in consideration for an award.

*Nicole Martz*

Nicole Martz, Esq., AICP, President and CEO  
Sanford Airport Authority