

ADDENDUM #04

AUGUST 9, 2023

RFI #1:

Page 12 – Written proposals shall be limited to no more than 50 pages in length, inclusive of staff resumes and all other proposal requirements.

Question – We are firm believers in brevity, but does the limited page count of 50 pages include:

- 1) covers and dividers, if used? Assumed not to be part of page count, please confirm.*
- 2) cover letter, if used? Assumed to be part of page count, please confirm.*
- 3) all forms, including M/WBE and SDVOB forms (forms within Exhibit C), and non-collusive proposal certification form (Exhibit B)?*
- 4) insurance certificates, if provided?*
- 5) audited financial reports?*

If not part of page count, items 3, 4, and 5 could certainly be collected in an appendix for forms, audited financial report and insurance certificates.

Response:

Submission packets excluding M/WBE, SDVOB forms and Audited Financial reports must be no more than 50 pages in length. are not requested as a part of the RFP responses.

RFI #2:

Exhibit C - Required M/WBE and SDVOB Forms.

Question – can the SRAA confirm which forms contained in Exhibit C are required for this submission, as it relates to this submission of an RFP for design services? This is in reference to forms SRAA – 5000, 5001, 5002, 5003, 5004, 5005, 5006, 5007, 5008, 5009, 5010, and 5011, along with SDVOB Utilization Plan and M/WBE Prepayment Declaration Form. We are familiar with each of these forms, but just wanted some clarification on which specific forms are required for this submission, either by Proponent or Consultant team members, as a number of forms appear to be needed for actual construction activities, post-award reporting of payments and progress, or waivers if stated goals are not met.

Response:

Forms in Exhibit C include post award and pre-construction forms. Please submit all forms excluding Quarterly Reporting Forms, Monthly Reporting Forms and Waivers. The SRAA is not accepting forms requesting M/WBE and SDVOB Compliance Waivers at this time. Respondents must have a plan and present how their firm plans to meet the M/WBE and SDVOB goals set by the Syracuse Regional Airport Authority.

RFI #3:

Criteria 5 – Price Proposal – has a budget for construction costs been established by the SRAA? We understand the program provided, and have reviewed in detail the drawings as a part of the RFP, 15% Documents. Question we are asking is if our teams price proposal should be based on an established or desired construction (vs project) budget by the SRAA.

Response:

Program Definition Documents have been provided as a part of the RFP Addendums. Firms are expected to use their best judgements to optimize the design costs based on the program requirements provided. The SRAA has not established a construction cost for the CONRAC.

RFI #4:

Question – Please clarify the source of funding intended for this CONRAC project?

Response:

Current funding is CFC and SRAA. Compliance based on the funding source will need to meet M/WBE and SDVOB percentages outlined in the RFP.