CITY OF PRESCOTT
ARIZONA
Everybody's Hometown

Public Works Department

433 N. Virginia Street
Prescott AZ 86301
928-777-1130

ADDENDUM NUMBER ONE
to the
AIRPORT
PLANNING & ENVIRONMENTAL SERVICES
for
FISCAL YEARS 2017-2021

RSOQ #16AP001

DATE OF ADDENDUM: **April 27, 2016**

TO ALL BIDDERS BIDDING ON THE ABOVE PROJECT:

The following addendum shall be made part of the RSOQ # 16AP001 Airport. All other provisions of the RSOQ #16AP0001 will remain unchanged. The Bidder shall acknowledge receipt of this Addendum on page 28 of the RSOQ by inserting the Addendum number and date on the executed page of the proposal, in addition to signing below and returning this document with the proposal package. The contents of this Addendum shall be given full consideration in the preparation of the Bid.

SECTION I – SCOPE OF PROJECT

1) Develop a 20 year Comprehensive Airport Master Plan

Delete A. Planning and Environmental Project Management
Add. 7) Planning and Environmental Project Management (after paragraph 6).
Add. 8) Perform necessary Environmental Assessments in accordance with FAA Advisory Circulars and NEPA requirements.

1. <u>MINIMUM QUALIFICATIONS</u>

Delete: 1. a) Demonstrated success…within the Western-Pacific Region of the FAA and the State of Arizona. The projects should have also included creation of an eALP and AGIS programs.
Add: 1.a) Demonstrated success (5 completed projects within the last 10 years) in airport planning, including the completion of a comprehensive master plan for similar airports (200,000+ annual GA flight operations, 200+ based aircraft, small or non-hub commercial, FAA ATCT) in compliance with current FAA Advisory Circulars.
Add. 1.b) The proposed project is specific to the Airport Master Plan.

5. <u>REQUIRED FEDERAL AND STATE CONTRACT CLAUSES</u>

Add. Only applicable Arizona Revised Statutes will apply per project.

SECTION III – SUBMITTAL REQUIREMENTS

1. <u>NUMBER OF SUBMITTALS</u>

Add. The 20 page limit does not include cover letter, table of contents and dividers.
Add. Minimum acceptable font size is 11 point per MS word formatting.

9. OPENING

Delete. The evaluations will be reviewed and a short list may be created for interviews at the end of January, early February.
Add. The evaluation will be reviewed and scored according to Section V of this document, and may select based upon scoring, but reserves the right to conduct interviews.

SECTION IV – SUBMITTAL FORM

INTRODUCTION

Add. The 20 page limit does not include cover letter, table of contents and dividers.

B. FIRM'S COMPANY EXPERIENCE

2. Provide a list and brief description of relevant airport planning, **and Environmental services** projects completed and associated work performed by the Firm of Firm(s) within the last ten (10) years to include:…
Add. and Environmental services
Delete. Complete project descriptions may be included in Appendix B

SECTION V – EVALUATION AND SELECTION PROCESS

2. EVALUATION AND RECOMMENDATION

a) Demonstrated success (minimum 5 completed projects within the last 10 years) in Airport Planning **and Environmental services** including the implementation of eALP and AGIS programs within the master plan,…

Add. and Environmental services
Delete. Complete project descriptions may be included in Appendix B

b) DBE Goals.
Add. The PRC Airport DBE goal is 6%.

- END -

City of Prescott, Airport Division

John Cox, Airport Manager

Acknowledgement: (***must*** be signed and turned in with the bid documents)

Company Name

Signature of Company Official

Date