

Solicitation Number: 2020-017-RFQ Addendum Number: 1

Air Service Development Consulting Service

Due Date and Time: April 2, 2020 at 11:00 am Arizona time

A signed copy of this addendum must be included with Statement of Qualifications

Revisions to the RFQ documents are as follows:

Due to the extraordinary circumstances surrounding the COVID-19 virus, Phoenix Mesa Gateway Airport Authority (PMGAA) will accept electronic versions of Offeror's Statement of Qualifications in lieu of a hard copy . The electronic copy must be a complete submittal (e.g. must be signed where applicable, include all addenda, attachments, etc.). If such electronic copies are incomplete, PMGAA may deem them nonresponsive and not consider or evaluate them. All electronic Statement of Qualifications must be submitted by the RFQ due date and time of April 2, 2020 by 11:00 a.m. (Arizona time) to:

mwhilden@gatewayairport.com

PMGAA will accept either a hard copy or an electronic copy of Offeror's submittal - Offeror's do not have to submit an electronic copy.

Tab F – Example of an Airline Presentation. **Remove** the word “domestic” in the first sentence under number 1.

The following questions were received in writing prior to the deadline:

Q1 – The Example of an Airline Presentation, Tab F, states: “Provide ONE domestic passenger airline presentation prepared by the Project Manager for an airport client within the last five years.” Is the question asking that the presentation be for a Domestic airline? Is the question asking that the presentation be for a Domestic market? Is there flexibility to allow for an example presentation to be either 1) for an international airline to add international service in a USA city or 2) for a domestic airline to add international service into a USA city?

A1 - Phoenix Mesa Gateway Airport Authority (PMGAA) will allow flexibility for Offerors to provide an example under this category to include any airline, market, etc. Please see revision above.

Q2 - Page 11 of the RFQ references a page limit. There are references to individual section page limits such as the General Information tab and resumes. Is there an overall page limit for the document with the exclusions outlined on page 11?

A2 - There is no overall page limit for the submitted proposal other than the specific page limits mentioned. Remove the section referencing items not included in the page limit found in Section 2, Part D, page 11.

Q3 - Tab B, General Information, asks for “evidence that the firm, if a corporation, is in good standing and qualified to conduct business in Arizona.” This can be provided; however, the section limits the number of pages to one. What section should the evidence be included in the response?

A3 - Please include the evidence in Tab B. Any evidence provided will not count towards the maximum page limit of 1 page for this section.

Q4 - Tab C, Qualifications and Experience, item 2d, says to “provide resumes of Project Manager and each proposed team member”; however, Tab G, Appendices, item 4, also asks for resumes of the Project Manager and proposed key team members. Which section should the resumes be included in?

A4 - The resumes are to be included in Tab G, Appendices.

Q5 - Should the Submittal Cover Sheet be bound within the response or attached to the front of the response? If bound within, what is the preferred location?

A5 - Attached to the front.

ALL OTHER PROVISIONS OF THE SOLICITATION SHALL REMAIN IN THEIR ENTIRETY.

Offeror hereby acknowledges receipt and understanding of above addendum.

Signature

Date

Print Name and Title

Name of Company

The above referenced Solicitation Addendum is hereby executed March 23, 2020 at PMGAA, Mesa, Arizona.

Marian Whilden

Procurement Coordinator
Phoenix-Mesa Gateway Airport Authority