

Date: October 27, 2020

To: Prospective Firms

From: City of Cleveland, Department of Port Control

Subject: Addendum No. 1 to Request for Qualifications – Burke Lakefront Airport Exhibit “A” & Airport Layout Plan Update

Please be advised that the City of Cleveland, through its Director of the Department of Port Control (“Department”), hereby publishes Addendum No. 1 to the Request for Qualifications–burke Lakefront Airport Exhibit “A” & Airport Layout Plan Update, dated October 1, 2020.

This addendum serves as the response to all inquiries received by prospective proposers prior to the question deadline date of October 20, 2020.

PROPOSAL SUBMITTAL DEADLINE: **Tuesday, November 10, 2020, 4 p.m.**

INQUIRIES

1.	Question	If a firm is an SBE, with the County and NEORSD, but is not an SBE with the City; does the firm qualify as an SBE on this project?
	Answer	The certification, from the County and NEORSD, is one of the requirements, of the SBE Program, for the Airport. To satisfy this requirement, a copy of the certification, plus an SBE application, plus 3 most recent business taxes, should be submitted, to OPICC, before the project begins.
2.	Question	Is there an expectation that new aerial imagery and obstruction data will be collected per -18B criteria?
	Answer	Expected delivery of November 2020 per a separate obstruction survey being conducted.
3.	Question	Will there be any public involvement needed for the project?
	Answer	Yes, a public involvement program, which identifies stakeholders and provides opportunities for public comment, is expected. Virtual sessions are acceptable.
4.	Question	If I have one company that is registered as a SBE and a DBE/ACDBE, and I give them 20% of the contract, can I use the company to meet both goals? (15% DBE/ACDBE and 5% SBE) Or do I have to meet the DBE/ACDBE project goal with one company (Company “A”) and the SBE project goal with another company (Company “B”)?

	Answer	No, you cannot give 20% to the DBE firm. A DBE performing SBE work can only satisfy the SBE goal. Since this firm is a certified DBE, a copy of the certification should be sufficient to validate status as an SBE. Yes, you should utilize a DBE firm, for the DBE goal and another firm for the SBE goal. If the SBE is not a certified DBE, they need to submit the SBE application, 3 most recent business taxes, plus a copy of the certification from the 5 agencies mentioned at the presentation.
5.	Question	During the pre-qualification telecom, Nick Belluardo stated this is a “Master Plan in its truest form”. Please clarify is the deliverable an ALP Exhibit A, with accompanying narrative report, or a full Master Plan conforming with the current FAA Master Plan SOP?
	Answer	All deliverables must conform to 150/5070-6B. Expected deliverables are: an updated technical report, reflecting the findings related to the proposed outboard runway, impacts of the Cleveland-Cuyahoga Port Authorities confined disposal operation, and forecasts. An airport layout plan and an Exhibit “A” property map should be updated to reflect findings.
6.	Question	Please provide additional information about the weather station cited for the project; is it an AWOS or ASOS, or something else?
	Answer	BKL has an ASOS located on the northeast area, of the airfield. Potential impacts, of the proposed berm raising, of the confined disposal facilities, shall be considered as it relates to the citing requirements of an ASOS.
7.	Question	Please provide link to the RPZ analysis submitted to the FAA.
	Answer	https://cledpc-my.sharepoint.com/:b:/g/personal/nbelluardo_clevelandairport_com/ERA2g9KjDhJOpty5fC5M6-7YBWEJhgSBnoR3D9pJqKVsz6Q?e=Iao3ep
8.	Question	What is the technical report that was reference in the pre-qualification meeting and is there a copy available for review?
	Answer	The technical report is a document that summarizes the results, of the analyses, conducted during the study process. The current technical report can be found by following the link below: https://cledpc-my.sharepoint.com/:b:/g/personal/nbelluardo_clevelandairport_com/EdTwaqYmm9cNMT0opC6YwKBoF2FOYE-2q7dM9ibOSkOmA?e=rvcNbg
9.	Question	Is the Firm that completed the submerged land lease precluded from submitting, for this RFQ?
	Answer	No
10.	Question	RFQ Page 6, item 2.2 Scope of Services, Item B “Exhibit A” Property Map: Is it correct to assume that the survey work being undertaken by the City at this time in support of this project is a boundary survey and that a photogrammetric/planimetric survey of the airfield will not be required to be provided by the successful Consultant team?

	Answer	The survey work, that is currently being conducted, at Burke Lakefront Airport, is a boundary survey. The Exhibit “A” property map, that will be created as a deliverable, for this project, will need to meet FAA standards for an Exhibit “A” property map. https://www.faa.gov/airports/resources/sops/media/arp-SOP-300-Exhibit-A-Review.pdf
11.	Question	RFQ Page 19, Section 7, Statement Content: In the interest of both keeping to a 40-page limit and ensuring our submittal follows the sequencing referred to in Section 7, would it be permissible/acceptable to eliminate a section that we will not use (e.g., the Joint Ventures or Partnership Section J or the Supplemental Information Section M)?
	Answer	Supplemental information can be requested, at the Director’s discretion, and is not a direct requirement of the RFQ. If your firm is not submitting on behalf of a joint venture, or partnership, for that section, please state that you are not submitting on behalf of a joint venture or partnership.
12.	Question	RFQ Page 21, item 7G: With regard to the Work Project Samples, in addition to a written narrative case history that addresses elements (i), (ii) and (iii) as requested, we would like to include relevant samples, but these would easily run significantly beyond the stated page limit. May we include PDFs, of these samples, either on the USB, or provide an internet link, which would then not count against the stated 40-page limit for the Statement?
	Answer	Yes, but please limit to one external work sample.
13.	Question	RFQ Page 21, item 7I: Does the affidavit we will prepare for this section count against the 40-page limit, or may we add the completed Affidavit to the other forms in the Additional Submittal Requirements Section (and thus not have it count against the page limit)?
	Answer	You may include the Affidavit in the Additional Submittal Requirements Section.
14.	Question	RFQ Page 21, Item 7M: Please confirm that the Supplemental Information which may potentially be required is not something that needs to be included with our submittal (rather should supplemental information be required, it will be outside of the submittal deadline of November 10).
	Answer	The Supplemental Information is not required with your submittal on November 10, 2020.
15.	Question	RFQ Page 15, Paragraph 8, Sentence 1: This paragraph notes that “...all proposed subconsultants, listed in your statement, must receive written Board of Control approval in advance.” Would you provide clarification on whether the stated Board of Control approval is needed at the time of subcontracting (by the successful Consultant team), but that approval is not required at the time of submittal deadline.
	Answer	Board of Control approval, of subconsultants, is not required at the time of Statement submittal.

16.	Question	Please confirm that this project, termed occasionally as a Master Plan Update, does not include public stakeholder engagement as part of the update.
	Answer	Yes, a public involvement program, which identifies stakeholders and provides opportunities, for public comment, is expected. Virtual sessions are acceptable.