



Date: April 30, 2025

To: Prospective Firms

From: City of Cleveland, Department of Port Control

Subject: Addendum No. 1 – Multiple Tenant Structures

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 Proposal – Multiple Tenant Structures, dated April 30, 2025.

The purpose of this addendum is to advise bidders of the following information:

- **Note: The category of this procurement has been changed from a Request for Proposal (RFP) to a Request for Qualifications (RFQ). All reference to pricing should be disregarded and Firm’s Statement of Qualifications should be submitted without pricing information, utilizing the format outlined in the Proposal Contents section in OpenGov. Pricing negotiations will commence upon determination of the most qualified firm. Items no longer required to be submitted:**
- **Exhibit E, Fee Proposal in Proposal Submittal section, referenced in Section “J” in Proposal Contents**
- **OEO Schedules - Firms are still required to indicate how they plan to meet the goal or provide a good faith effort.**
- **Publish the Cleveland Climate Action Plan document**
- **Publish the CLE Stormwater Master Plan**
- **Scope clarifications**
 - Firms will repair damages to Airport roads that are used for haul routes through project contingency funds.**
 - Firms will be responsible for Construction Administration and QC testing (e.g. concrete break testing). QC testing results will be provided to the Airport.**
 - Firms may be required to install a permanent AOA gate on the north or south side of the GSS building.**

Additionally, this addendum serves as the response to all inquiries received from prospective bidders.

1. Exhibit E Fee Proposal

Question: Can you please provide the Exhibit E as an attachment? The link is not working in the RFP document.



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2. Future Projects

Question: Will the selected team be precluded from any future projects such as the Terminal Modernization Program?

No.

3. Fee & Pricing Structure

Question: Without design being completed and limited engineering being available is the Fee sheet to be based on General Conditions, A&E pricing and proposed fee only or complete construction pricing?

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4. Form of Agreement

Question: What is the form of agreement? D/B, AIA, Consensus Documents?

Design Build

5. Project Funding

Question: Is their funding in place?

Yes.

6. Construction AOA access gate

Question: Where is the official construction AOA access gate at?

Currently the Airport anticipates the contractor staging area to be located off Postal Rd. south of the Air Traffic Control Tower. AOA access will vary based on the building location and activity.

7. Notice of Proposed Construction

Question: Has CLE Issued a Notice of Proposed Construction to the FAA? (7460)

A preliminary Notice of Proposed Construction has been communicated to the FAA. Final 7460s are dependent upon designs and construction methods.

8. Program Management Organization

Question: Paisley is the Executive Program Manager. Will there be a Program Management Organization (PMO)?

Airport staff will manage this project.

9. Fee Proposal

Question: Section 11: Proposal Submittals, Art 11.2 Exhibit "E" Fee proposal A. Stipulates that the "lump sum proposal for each item must include all aspects of the scope including, but not limited to, all services necessary to design, acquire and construction the items presented in this RFP. This seems to request for lump sum Services to be performed. However, Exhibit "E" stipulates a request for a lumpsum for the base buildings (1 through 4) and a lump sum for all 18 alternates. i. Is exhibit E requesting only the indirect costs "services" required for these cost elements or ii. Is it requesting total cost for these elements including



construction direct costs iii. If the later is true will there be bridging documents available to price and will there be an extension of time granted to prepare this cost estimates?

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10. Schedule and Target Dates

Question: Is there a schedule, schedule out line or target dates?

The Airport envisions this contract to be finalized in the third or fourth quarter of 2025 (approximately six months after a Firm is selected). Schedules and target dates will be based on the winning Firm's statement, negotiated project costs, alternates selected by the Airport, surveys, design, and construction timeframes, availability and lead-times on materials, etc.

11. Pre-Bid Question Extension

Question: Based on the site visit being conducted on Monday 4/14/25, we need more time to develop the concepts and submit pre-bid questions. We request an extension of two weeks for the cut-off for pre-bid questions.

Extensions to the timeline were not approved.

12. Bid Due Date

Question: We request an extension of two weeks for the bid due date corresponding with a two week extension of pre-bid questions.

Extensions to the timeline were not approved.

13. Site Information

Question: Will the owner provide any geotechnical report for the various sites included in this RFP?

No, any information that may exist may not satisfy the needs of the project; the Design-Bid Firm will need to perform geotechnical work.

14. Site Information

Question: Will the owner provide any topographic survey information for the various sites included in this RFP?

No, any information that may exist may not satisfy the needs of the project; the Design-Bid Firm will need to perform topographic survey work.

15. Schedule

Question: For each listed design submittal milestone, how long will be required for owner's review prior to release of the next phase of design?

The Airport anticipates approximately two weeks for internal reviews; this does not include external reviews and approvals such as FAA and Building and Housing permitting. There may be a need for several reviews for each building location.

16. Demolition

Question: What is the schedule for existing building 217 to be demolished and available to the contractor?

The existing 217 building is scheduled for demolition in third quarter 2025 and available at the end of 2025 or early 2026.

17. Schedule



Question: What is the overall duration of the project, and for each site/structure listed in the RFP?

The Airport is planning to use project durations developed by the winning Firm and should be based on site preparation, design, and construction times. Rough internal estimates were approximately two to three years from contract certification to project completion.

18. Ground Support Services Building

Question: How many Tenant bays/areas should we expect?

To elaborate on Section D.6.i, the Airport anticipates six demising walls resulting in seven tenant spaces each being approximately 12,000 to 13,000 square feet depending on the overall size of the building.

19. Ground Support Services Building

Question: Will any bridge cranes or overhead pulley systems be required?

No.

20. Ground Support Services Building

Question: Are any pit areas for underside equipment maintenance be required?

No.

21. Environmental Assessment Report

Question: Has an EA been done on the proposed site of excavation and buildings to be demolished?

An Environmental Site Assessment was performed in 2016 and 2024 for Building 217. NEPA assessments will be performed by the Airport.

22. Geotechnical Report / Borings

Question: Is there a Geotechnical report/borings for all site? Have subsurface characterization/investigation been done on the site?

No, any information that may exist may not satisfy the needs of the project; the Design-Bid Firm will need to perform preliminary work.

23. Ground Support Services Building

Question: Are ventilation systems for welding or paint booths anticipated?

No, tenants will need to install ventilation based on their work.

24. Ground Support Services Building

Question: Is heating/cooling required for the bay areas?

Heat only.

25. Ground Support Services Building

Question: Is a vehicle exhaust system required?

No, tenants will need to install exhaust systems based on their work and layouts.

26. Consolidated Deicing Facility

Question: Is the admin wing of the building to be PEMB, or just the garage wing?

The Airport envisioned pre-engineered metal buildings (PEMB) for all sites however, Firms may propose other building types.

27. Consolidated Deicing Facility



Question: Is an oven/stove/range (with associated vent hood) required for the kitchen in the admin wing?

No.

28. Consolidated Deicing Facility

Question: Is cooling required for the bay areas, or just heat?

Heat only.

29. Consolidated Deicing Facility

Question: Is a vehicle exhaust system required?

No.

30. Consolidated Deicing Facility

Question: Is there a known design layout or preferred equipment for the controller workstations & tower?

There is not a specific design layout. Controllers typically sit or stand at computer stations that need to be positioned in a manner that allows them to see the deicing pad to taxi aircraft and communicate with deicing truck operators. Controller workstations have two computers with one screen per computer that monitor different systems. Currently, controllers share one desk that accommodates all of them.

31. DDF Vehicle Maintenance and Fluid Recycling Building

Question: Is heating/cooling required for the bay areas?

Heating only.

32. DDF Vehicle Maintenance and Fluid Recycling Building

Question: Is a vehicle exhaust system required?

No, tenants will install based on their needs.

33. DDF Vehicle Maintenance and Fluid Recycling Building

Question: Will any bridge cranes or overhead pulley systems be required?

No.

34. DDF Vehicle Maintenance and Fluid Recycling Building

Question: Are ventilation systems for welding or paint booths anticipated?

No, tenants will need to install ventilation based on their work.

35. GSE Wash Bay

Question: Is cooling required for the bay areas, or just heat?

Heat only.

36. Project Schedule

Question: The proposal submission date of 5/16/25 does not provide adequate time to develop initial scope and design documents and then responsibly apply associated pricing that will allow firms to submit a proposal considered firm and final, that is not subject to negotiation, as required in section 11.2, Items A-D. A 90+ day proposal period is appropriate for the scope of this project given the information provided and the intended contracting method. We respectfully request that the proposal period be extended to Mid-July to ensure that firms are provided sufficient time to prepare and submit high-quality proposals and the most competitive pricing.

Extensions to the timeline were not approved.



37. RFI

Question: Exhibit E, the Fee Proposal sheet, has each building listed separately as a lump sum. Please confirm that there is no intention to award different buildings to different design-build teams and firms are to consider this a single contract for the entire scope of work.

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38. RFI

Question: The design-build services lists the requirements to have design meetings (as well as some additional items listed on page 33 of the RFP) at the 30/60/90/100 design levels (modeling a progressive design-build approach), however the RFP section 11.2 item C & D, states that "the Department will not entertain qualifiers on the fee" and "The Fee Proposal shall be considered a firm and final offer and will not be subject to negotiation", which is contrary to a progressive design-build approach where the design-builder and the owner get to review/change the design and price at the 30/60/90/100 levels. Please provide clarity, as the RFP appears to require price certainty while still allowing the owner to change the design after pricing, which does not follow industry standards.

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39. RFI

Question: Section 11.2 item C could substantially increase proposal pricing, it states "As the Department will not entertain qualifiers on the fee proposal, the lump sum must include all items". This approach will require the Design-Builder to include contingency for all unknowns that cannot be defined or quantified during the proposal period. We suggest striking this item from the RFP and (1) permitting firms to include basis-of-proposal assumptions/clarifications and/or (2) populate a list of allowances items to identify unknowns/risks and associated costs during the proposal preparation process.

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40. RFI

Question: Please provide any and all geotechnical information related to these areas.

Any information that may exist may not satisfy the needs of the project; the Design-Bid Firm will need to perform geotechnical work.

41. RFI

Question: Please provide milestone dates for the following: Contract Award, Notice-to-proceed, completion of design, completion of individual or all structures, substantial completion, final completion. If the owner does not place restrictions on these milestones, we suggest that firms are required to include this information as part of proposal responses.

The Airport envisions this contract to be finalized in the third or fourth quarter of 2025 (approximately six months after a Firm is selected). Schedules and target dates will be based on the winning Firm's statement, negotiated project costs, alternates selected by the Airport, surveys, design, and construction timeframes, availability and lead-times on materials, etc. Firms may include anticipated schedules in the Project Approach section.





42. RFI

Question: Please clarify the following proposal requirements: a) Maximum file size for electronic submission b) Any restrictions on page count for proposal or any specific section c) If Exhibit E Fee Proposal is to be included in the proposal or submitted separate d) Limitations or requirements on initial design documents to be submitted

- a) There are no known limitations.
- b) No.
- c) The category of this procurement has been changed from a Request for Proposal (RFP) to a Request for Qualifications (RFQ). All reference to pricing should be disregarded and Firm's Statement of Qualifications should be submitted without pricing information, utilizing the format outlined in the Proposal Contents section in OpenGov. Pricing negotiations will commence upon determination of the most qualified firm.
- d) There are no specific requirements that a Firm should include. Statement of Qualifications (SOQs) will be evaluated on the presentation of details and information that demonstrate a Firm's thorough understanding and approach to fulfill the work. Firms are highly encouraged to use the SOQ as preliminary designs and present schematics, materials, schedules, creative solutions, etc.

43. RFI

Question: For the "Work Product Samples" (section 10, G.) consider extending the development timeframe requirements from 3 years to 5+ years?

Three years is recommended however if significant projects occurred within the last five years, Firms may include it.

44. RFI

Question: Please clarify if the Cleveland PLA will be required for this project.

The Cleveland PLA does not apply to this project.

45. RFI

Question: Please provide the demolition drawings for Building 217.

Demolition of Building 217 and installation of temporary AOA fence will be performed by others prior to construction to be performed under this RFP. The current demolition contract scope is to remove the building, foundation, basements, pavement, and cap utilities within 10' of the existing building; excavation will be backfilled with soil and seeded.

46. RFI

Question: Please confirm that all LUMP SUM values shown on Exhibit E are intended to include all Design AND Construction costs.

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47. RFI

Question: 2.3.A.6 text appears to be missing word(s): Each structure is required to be (WORDS ARE MISSING HERE?) by a respected, responsible builder, providing certifications and samples of other structures, which have been installed meeting similar criteria as this RFP.

The text should read: "Each structure is required to be constructed by a respected..."





48. RFI

Question: 2.3.A.12.b references the CLE Stormwater Master Plan regarding acceptable PCBMPs for AOA and non-AOA projects. Please provide this document.

Please note that while the document needs updated, the PCBMPs and approaches are relevant.

49. RFI

Question: 2.3.A.14.a references utilizing natural gas generators in the base bid. We request confirmation that natural gas is readily available in the immediate vicinity of each building site.

The Airport does not have specific information about the size and location of natural gas immediate to the build sites. The CDF, DDF, and GSS buildings require emergency generators. Natural gas exists at the CDF and the existing DDF building. Firms should assume that gas lines need to be installed to the build locations. Anecdotally, existing Building 217 (future GSS) has three natural gas boilers (one at 2092000 BTU/Hour and two at 4185000 BTU/Hour) that are dated 1965.

50. RFI

Question: 2.3.A.15.e references the City's climate action plan that is not currently available on the City's website: <https://www.clevelandohio.gov/city-hall/office-mayor/sustainability/cleveland-climate-action-plan/cap>. Please provide the climate action plan document. Does the plan have goals or requirements in regard to sustainability? Does this project need to be net zero for carbon emissions, or does the project just need to allow for net zero by 2050?

Please try this link for the Cleveland Climate Action Plan: <https://www.clevelandohio.gov/city-hall/office-mayor/sustainability/cleveland-climate-action-plans>. Also attached.

The project has both sustainability requirements and goals – please see Section 2.3 of the RFP, paragraph 15, which details project-wide sustainability requirements, as well as each building section which lists additional requirements for each building. Building designs should allow for net-zero carbon emissions by 2050.

51. RFI

Question: The city references concrete pavement (i.e. Portland cement concrete, PCC), low carbon concrete in the RFP and also recycled asphalt material (RAP). Please confirm whether pavements are to be RAP or PCC and that the low carbon concrete is low carbon PCC.

Each building location has different concrete requirements with bid alternates that the Airport may select. For example, the DDF calls for traditional Portland Cement Concrete (PCC) in and around the building and asphalt (i.e. bituminous, blacktop) for the employee parking area in the base bid. The Airport may choose PCC or low carbon concrete in place of the asphalt.

Low carbon concrete does not necessarily exclude Portland cement but attempts to reduce carbon associated with PCC through a combination of efforts such as alternate fuel sources, replacing some cement content with minerals, fly-ash, etc.

Asphalt used in the project should be recycled/reclaimed asphalt pavement to greatest extent possible.

52. RFI

Question: 2.3.A.19 discusses fiber optic cables. Figure A-2 includes a proof of concept map. The map shows fiber to be installed throughout the area, including connections to facilities not included in the design (i.e. ARFF). The map also shows pathways beneath multiple active roads and taxiways. Please provide the existing data in regard to the presence of potentially conflicting utilities in these areas. Please advise if there will be any timeframe restrictions in regard to roadway and/or taxiway closures. Whether open-cut or directionally drilled, the presence of other facilities impacts both cost and risk.





The proof-of-concept pathway included connection to buildings not included in the scope such as ARFF and a United hangar were to illustrate where fiber exists and new runs (single, redundant, and disparate) can be connected. Some concept pathways include existing electrical conduits.

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53. RFI

Question: Section 2.3.B seems to indicate that the CDF site is understood to have issues that may prevent the construction of the buildings requested at the site. Please advise and explain how the shift in scope to the DDF will impact bids.

The intent of the statement was to communicate that if for some unforeseen circumstance that CDF cannot be built, the CDF building would be consolidated into the DDF building. The Airport does not foresee a reason that the CDF will not be built.

54. RFI

Question: Section 2.3.B requires the coordination with the current aircraft deicing contractor (AeroMag) to determine charging needs for deicing vehicles. Is this coordination anticipated to occur before bid? The charging needs are required to form a bid.

Charging station requirements will be removed from the CDF and DDF buildings.

55. RFI

Question: Particularly at the CDF site, but also at the other site, please advise regarding anticipated timeframe restrictions on access or limitations on construction activities (times of year, times of day). Can construction occur at the CDF during active deicing activities?

The two primary project restrictions are demolition of existing Building 217 (see previous answers for additional details) in preparation for the GSS building and not interfering with aircraft deicing at the CDF. Construction may occur during deicing season (October –May) if work does not interfere with deicing operations.

56. RFI

Question: Please confirm the limits and depth of the glycol liner at the CDF site

The glycol liner extends underneath the CDF building site and is approximately seven feet below the existing pavement surface. Firms will need to confirm and refine this during the project.

57. RFI

Question: Please confirm that there will be a staging area at the CDF site.

The primary staging area is planned off Postal Rd. (see previous answers for additional information). A staging area on the CDF is possible however airfield safety areas, controlling foreign object debris, deicing activities and snow piles (if working during winter), etc. will need to be considered.

58. RFI

Question: Is a project schedule required? If so, what proposal scoring elements will be associated with a proposed project schedule?

The Airport envisions this contract to be finalized in the third or fourth quarter of 2025 (approximately six months after a Firm is selected). Schedules and target dates will be based on the winning Firm's statement, negotiated project costs, alternates selected by the Airport, surveys, design, and construction timeframes, availability and lead-times on materials, etc.



59. RFI

Question: The proposed construction staging area (north of the proposed DDF) is surrounded by AOA Fence. Are there plans to relocate the AOA fence in other projects, or should a temporary fence relocation occur in this project?

The AOA fence surrounding the proposed staging area creates a landside staging area. There is an existing gate from the staging area to the perimeter road near the I-X Center parking lot that can be used to access the AOA. The Wildlife Fence project that will be performed during this project is replacing the existing AOA fence.

60. RFI

Question: The compensation section talks of hourly billing rates and references the fee proposal sheet. The fee proposal sheet includes only lump sum options. Please clarify.

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61. RFI

Question: Will this project fall under any Federal Funding requirements (BABA, AIS, etc.)?

No.

62. RFI

Question: What company is the serving electrical utility?

First Energy serves the building locations via Airport sub-stations.

63. RFI

Question: Are there any electrical site schematics/drawings for the area of the GSS that can be provided?

No, this will be part of the winning Firm's preliminary work.

64. RFI

Question: Please provide existing drawings for all four areas with information on structures, utilities and any other improvements.

This will be part of the winning Firm's preliminary work.

65. No subject

Question: RFP section 5, page 41 (O) Insurance Cyber Policy. The second paragraph states; if contractor will have access to City data networks, it is required that contractor hold a Cyber and Technology Errors & Omissions Policy with limits of at least \$5,000,000.00 per claim. Please advise if the design/build contractor will, or will not have access to City data or networks? This is currently unknown and we request that this insurance requirement be removed from the RFP Documents.

The project will not be accessing the City data networks; security and life safety systems are separate.

66. No subject

Question: RFP page 41 Bond Information states that each subcontractor with a subcontract greater than \$100,000 shall be required to execute a similar Performance Bond in the full amount naming the Design/Build Team and the City as Joint Obliges. We request that this section be removed. This requirement will only result in additional costs to the owner, and potentially burden CSB /FBE/MBE Subcontractors who may not be able to provide a Performance Bond.





Since these projects are airside, this section will remain.

67. No subject

Question: Will there be a warranty period for this contract? If so, please provide the warranty duration. Current documents do not specify any warranty information.

12 months from completion date.

68. No subject

Question: We could not locate any information in the Bid Documents that define the owner's method of payments to the Design/Build Team. Please provide the Owner's terms of payment. Will retainage be withheld from payments? If so, what percentage will be held? How long will retainage be withheld by the Owner?

Refer to Section 3 of RFQ Compensation and Invoicing.

Retainage is 10%, 8% released 45 days after substantial completion, 2% released 1 year from final completion.

69. No subject

Question: What is the contract completion date?

The Airport is planning to use project durations developed by the winning Firm and should be based on site preparation, design, and construction times. Rough internal estimates were approximately two to three years from contract certification to project completion.

70. No subject

Question: Please provide the anticipated Notice to Proceed for the contract.

The Airport envisions this contract to be finalized in the third or fourth quarter of 2025 (approximately six months after a Firm is selected).

71. No subject

Question: How is this contract being funded?

Majority in Interest approved funding.

72. No subject

Question: Will this project be Tax Exempt?

Yes.

73. No subject

Question: Will a Bid Bond Be required to be submitted? If so, please provide required Bid Bond information/requirements and Bid Bond Form.

Since pricing will no longer be required to submit with bids, a bid bond will not apply.

74. No subject

Question: We respectfully request an extension to the current cutoff of 4/18/25. A Design Build Proposal of this special scope requires additional time and has a significant amount of information to review, with only 4 days after the pre-proposal meeting.

Extensions to the timeline were not approved.

75. Proposal Pricing and Format



Question: For Section 11.2 (exhibit E), is it the intention of the city that the proposer will give a final firm fixed price, lump sum, proposal based wholly on the information and data provided in the RFP document?

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76. Proposal Pricing and Format

Question: Would the City consider a different contracting method?

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77. Proposal Pricing and Format

Question: What is the city's budget for this project?

Cannot disclose this information.

78. Scope Clarification & Existing Conditions

Question: Will the City provide CAD base files, utility as-builts, or geotechnical reports for the project areas (e.g., CDF, DDF, Wash Bay, GSS)? If so, when will those be made available to proposers?

Historic records research, surveys, geotechnical information, etc. will be part of the selected Firm's preliminary work.

79. Scope Clarification & Existing Conditions

Question: Several sections reference coordination with the Airport Electrical Manager and substation-level power feeds. Will all or some of these buildings be connected to airport utilities or will they need to be connected to public utilities e.g. (illuminating company vs airport power)?

The buildings will be connected to airport power.

80. Scope Clarification & Existing Conditions

Question: Will the City provide existing one-line diagrams or as-builts for all existing utility infrastructure?

Historic records research, surveys, geotechnical information, etc. will be part of the selected Firm's preliminary work.

81. Scope Clarification & Existing Conditions

Question: Is it correct to assume that private data circuits are "home runs" to the ARFF building to accommodate airport IT and security requirements, and separate commercial public data circuits (ISP's) need to be provided to these buildings for the tenants use?

No, the Airport will provide fiber access for all tenant requirements.

82. Scope Clarification & Existing Conditions

Question: Will the City assist in coordination with external utility providers (e.g., Dominion, Cleveland Public Power), or should that be included in the proposer's scope of work? Should proposers include relay coordination and all approvals within their lump sum?

Firms should include coordinating with external utility providers, relay coordination, and approvals. The category of this procurement has been changed from a Request for Proposal (RFP) to a Request for Qualifications (RFQ). All reference to pricing should be disregarded and Firm's Statement of Qualifications



should be submitted without pricing information, utilizing the format outlined in the Proposal Contents section in OpenGov. Pricing negotiations will commence upon determination of the most qualified firm.

83. Scope Clarification & Existing Conditions

Question: Where practical is it acceptable to remove sites from the AOA via temp AOA fencing?

Yes.

84. Sustainability & Certification

Question: The RFP requires all buildings to achieve at least LEED Certified and pursue Envision Verification. Should proposers include all related costs, such as commissioning and third-party verification, in their base pricing?

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85. Sustainability & Certification

Question: Should proposers include any allowances for permit fees, certification costs, etc.? Will the City provide a structure for identifying reimbursables within our proposal?

Permit fees, LEED/Envisions certification costs, etc. will be part of the project.

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86. Office of Equal Opportunity

Question: What is the total % of participation required for the build portion of the project?

See section 9, Office of Equal Opportunity (OEO) Forms. 10% Cleveland Small Business (CSB) for the design portion and 15% Minority Business Enterprise (MBE), 7% Female Business Enterprise (FBE) and 8% Cleveland Small Business for the build portion.