



SOLICITATION ADDENDUM

Solicitation Number: AVN RFP 22-004 Addendum #1 Page 1 of 2

Solicitation Due Date: Tuesday, January 25, 2022 at 10:00 a.m. Local Phoenix Time

CITY OF PHOENIX
Aviation Department
Contracts & Services
2485 E. Buckeye Road
2nd Floor
Phoenix, AZ 85034

AIR SERVICE DEVELOPMENT CONSULTING SERVICES

Please make the following notations to the above-referenced solicitation:

DELETE:

- 1. Section I – Instructions, Paragraph 24 – Performance Guarantee and all subparagraphs are deleted in its entirety.

DELETE AND REPLACE:

- 2. Section VI – Submittal Section, Paragraph 7 – Years in Business and References is be deleted in its entirety and replaced with the following:

Offeror must have a minimum of two (2) years of experience developing and maintaining an air service development program for at least one (1) medium-hub airport for a minimum of one (1) year and at least one (1) large-hub airport for a minimum of one (1) year as defined by the Federal Aviation Administration (FAA) within the last five (5) years. Offeror may not use a subcontractor’s experience to meet the minimum qualifications.

YES NO

Offeror shall furnish the names, addresses, and telephone numbers of a minimum of three (3) firms or government organizations for which the Offeror is currently furnishing or has furnished completed service for Air Service Development Consulting Services.

Company Name
Address
Reference
Telephone Number
Email address

Company Name
Address
Reference
Telephone Number
Email address

Company Name
Address
Reference
Telephone Number
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QUESTIONS AND RESPONSES:

The following questions were submitted by interested Offerors and represented as they were received.

Question 1:	It is not customary to require a performance bond for professional services; specifically, other large US airports tendering for similar professional services do not generally require such a bond. Therefore, can the performance bond requirements (clause 24, page 14) be waived for this tender?
Response 1:	A performance guarantee will not be required for this contract. Please see AVN RFP 22-004 Addendum #1, Paragraph 1 - Delete and Replace.
Question 2:	With regards to the requirement that the Primary Consultant perform at least 40% of work on this contract, is this requirement based on total hours billed against the contract by the Primary Consultant, or total dollars billed against the contract by the Primary Consultant (as the billing rates of the Primary Consultant and other key individuals on the team will likely be different)?
Response 2:	The requirement is based on the total hours billed by the Primary Consultant after performing at least 40% of the work.

The balance of the specifications and instructions remain the same. Respondent must acknowledge receipt and acceptance of this addendum by returning the *entire addendum signed with the proposal submittal.*

Name of Company:

Address:

Print Name and Title:

Authorized Signature:
