



## ADDENDUM No. 3

ISSUE DATE: JUNE 25, 2024

### REQUEST FOR LETTERS OF QUALIFICATIONS (LOQ) 25-0004MC, DESIGN SERVICES FOR THE SOUTHWEST FLORIDA INTERNATIONAL AIRPORT (RSW) RENTAL CAR AREAS RELOCATION/EXPANSION AND ASSOCIATED AIRPORT IMPROVEMENTS

Interested parties are officially informed that the referenced solicitation is hereby revised, changed, and/or supplemented as set forth below. The information in this addendum is incorporated into and made a part of the solicitation documents as if contained in the originally issued document.

**Item 1. QUESTIONS AND RESPONSES:** The following questions were received on or before the date and time set for receipt of questions and clarification requests. Responses are provided as follows:

**Q1:** In Addendum #2, Evaluation Criteria "References for Project Manager and the Respondent" was removed. Please clarify if Section 7 - References for Project Manager and Firm which requires the completion of Form 2 and Form 3 is still a Required section in our submission?

**Answer:** The evaluation criteria was reorganized as outlined in Addendum No. 2 & 3. The requirements for Section 7 are revised as set forth in Item 2, below. The referring company should send completed reference forms (Form 2 & 3) directly to the procurement agent's email ([mecatoe@flylcpa.com](mailto:mecatoe@flylcpa.com)).

**Q2:** A.31 states that "the Authority's DBE and W/MBE goals will be established on a task-by-task basis after award of the prime contract based on funding, availability of workforce, specialization of required services, etc. Typically these goals are between 10% and 20%." Does this contract have a specific DBE and/or W-MBE goal for respondents to meet or exceed?

**Answer:** There is no specific DBE or W/MBE contract goal at this time; however, it is expected a contract goal will be established after contract award with the successful proposer.

**Q3:** Would it be possible to get the names of the attendees at the submission conference?

**Answer:** The pre-submittal meeting sign-in sheets were provided as part of Addendum No. 2 and may be viewed in IonWave.

**SOLICITATION REVISIONS:** The following revisions are made to the LOQ document. Additions are indicated by underline and deletions are indicated with a ~~striketrough~~.

**Item 2. LOQ - CONTENT AND ORGANIZATION OF SUBMITTAL - Page 19 - C.01 - EVALUATION CRITERIA**

- F. References for Project Manager and the Respondent and any other information deemed pertinent by the Evaluation Committee, Airport Special Management Committee or Board of Port Commissioners (10%).

**Reminder: Submittals are due before 2:00 p.m. on July 2, 2024.**



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Senior Procurement Manager






# Addendum 3\_LOQ\_25-0004MC

Final Audit Report

2024-06-25

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