

Date: January 15, 2025
To: Prospective Firms
From: City of Cleveland, Department of Port Control
Subject: Addendum No. 1 to Request for Qualifications – Runway 6R 24L Reconstruction Design and Construction Administration Services

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 – Runway 6R 24L Reconstruction Design and Construction Administration Services, dated December 10, 2024.

This addendum serves as to provide the response to all inquiries received prior to the question deadline date of January 8, 2025.

STATEMENT SUBMITTAL DEADLINE: Friday, January 24, 2025 4 p.m. local time

INQUIRIES

1.	Question	Do front/back cover, tabs and a table of contents count towards the 40-page limit?
	Answer	No
2.	Question	Are we allowed to provide our 1-page personnel resumes in an appendix that does not count towards the 40-page limit?
	Answer	Yes. Keep the resumes to 1-page per resume.
3.	Question	If we are submitting electronically, are we allowed to use 11 X 17 pages for our org chart and/or other graphics/exhibits? If so, do these count as 1 page or 2?
	Answer	Yes, you may use 11 X 17 paper. It will count as one page.
4.	Question	Page 2 of the OCI DBE-ACDBE Program Guidelines (found on the Airport website under the Office of Compliance & Inclusion page) notes that the Airport will maintain an Airport SBE directory for all firms granted SBE certification. Can you please provide the airport-maintained list of current SBE certified firms so we can confirm certification prior to submission of our Statement of Qualifications?
	Answer	See PDF, included with this Addendum, for the SBE directory maintained by the Airport. A few of the firms that are no longer DBEs were excluded as DBE certification is a requirement to be in the Airport’s SBE Program. Prospective SBE can be current certified DBEs or must be certified by the Airport.
5.	Question	Can you provide a status of the CATEX?
	Answer	The CATEX has been submitted to the FAA Detroit ADO.
6.	Question	May we present our team resumes in an appendix that does not count against the 40-page limit?

	Answer	Yes. See question #2
7.	Question	May we present our work product sample in an appendix that does not count against the 40-page limit?
	Answer	Will permit an extra 8 pages for the work product samples.
8.	Question	Does the front and back cover, tabs and table of contents count in the 40-page limit?
	Answer	No. See question #1.
9.	Question	Is a page size of 11 X 17 acceptable for presenting exhibits and/or the organization chart in our proposal?
	Answer	Yes. See question #3.
10.	Question	Our team includes several consultants considered VSBEs with the City of Cleveland. Are the terms SBE and VSBE interchangeable or are they defined differently?
	Answer	Yes, Airport's SBE and City of Cleveland's VSBE are defined differently. While Airport's SBE is an element of 49 CFR Part 26 and certified by the Airport Office of Compliance and Inclusion, VSBE is local and certified by the City's Office of Equal Opportunity.
11.	Question	Does the Voluntary Disclosure form get submitted within the 40 pages of the Qualifications Statement? If so, does it count against the 40-page limit? If not, how do we submit it?
	Answer	If you are submitting the Voluntary Disclosure form, please include it with the Additional Submittal Requirements forms in your submittal. This page does not count against the 40-page limit.
12.	Question	The RFQ states that the Additional Submittal Requirements and Divider Tabs are not included in the 40-page limit. Is the cover of our Qualifications Statement included in the page limit?
	Answer	No. See question #1.
13.	Question	Is the affidavit mentioned in 7. Statement Content, I Affidavit the same affidavit mentioned in K. Additional Submittal Requirements? If not, where do I find the affidavit for Section K? The RFQ states that it was attached to the RFQ but I was unable to find it.
	Answer	The only Affidavit that needs to be completed and submitted is found in the Attachments file posted online. Please include this completed Affidavit with the other Additional Submittal Requirements in your submittal.
14.	Question	Will the resumes be counted as pages?
	Answer	No. See question #2.
15.	Question	Will the work product samples be counted as pages?
	Answer	Will permit an extra 8 pages for the work product samples. See question #7.
16.	Question	Has NEPA been completed? Or is that part of the services to be performed?
	Answer	The CATEX has been submitted to the FAA Detroit ADO. No, it is not part of services.