

**ADDENDUM NO. 2
TO
REQUEST FOR QUALIFICATIONS
ON-CALL PLANNING / ENVIRONMENTAL CONSULTING SERVICES
GREENVILLE-SPARTANBURG INTERNATIONAL AIRPORT
GREER, SC**

Sept 05, 2023

This ADDENDUM forms a part of the Request for Quotation dated August 18, 2023. Acknowledge receipt of this ADDENDUM in proposal. **Failure to do so may subject respondent to disqualification.**

Clarification #1: The following addition will be made to the master services agreement for planning / environmental consulting services:

7.22 Errors and Omissions

If during the construction of a project designed by the Consultant, there are required design updates, changes, clarifications, or construction change orders that are due to inaccurate or incomplete drawings provided by the Consultant, the District may issue a Potential Back Charge Notice (see Exhibit ___) to the Consultant. A Potential Back Charge Notice indicates the Districts' intent to potentially hold the Consultant liable for any and all costs associated with the item/issue outlined in the Potential Back Charge Notice.

The exhibit referenced above will be distributed to the highest ranked firms post interview.

Question #1: **Section 7, item 7.1 Insurance** states: *'Consultant and its Sub-Consultants shall, at its sole cost, obtain and maintain for the duration of the contract, insurance of the following types with limits not less than those set forth'* (listed in the RFQ). Will the District accept a lower insurance level for specialty subconsultants expected to perform limited services/liability efforts?

Response #1: The District requests for the insurance to be provided as outlined in the RFQ.

Question #2: When was the last Master Plan, ALP, update made?

Response #2: The most recent master plan for the airport was the Wingspan Master Plan encompassing the period from 2020-2040 and can be found on the GSP Airport website. The Airport Layout Plan was updated in 2021. We are currently updating the plan for FAA submittal within the next 30 days.

Question #3: According to the RFQ description on the first page – can you sub out part of or all services?

Response #3: The District is interested in the most qualified team to support the CIP and rely on each firm/team to determine the make-up of that team.

Question #4: Are there any limitations on teaming expectations related to the two SOQs (architectural/engineering and planning/environmental)?

Response #4: The District will allow a firm to serve as prime on either the P/E master agreement or the A/E, not both.

Attachment #1 8/30/2023 Pre-submittal presentation for on-call planning and environmental services

Attachment #2 8/30/2023 Pre-submittal presentation for on-call planning and environmental services sign-in sheet

Greenville-Spartanburg Airport District



**On-Call Planning / Environmental (PE)
Consulting Services - Request for Qualifications (RFQ)**

Pre-Submittal Meeting

August 30, 2023





Greenville-Spartanburg International Airport On-Call PE Consulting Services RFQ Pre-Submittal Meeting



www.gspairport.com



GSP Airport District On-Call PE Consulting Services RFQ



Agenda

- Introductions
- Scope of Services
- Selection Process
- Timetable
- RFQ Requirements
- Questions



GSP Airport District On-Call PE Consulting Services RFQ



Introductions

- Kevin Howell – Senior Vice President & COO
- Mike Kossover – Senior Director of Operations and Public Safety
- Dane Slaughter – Director of Facilities
- Katie Eleam – Project Manager
- Jeff Clifton – Director of Design & Construction



GSP Airport District On-Call PE Consulting Services RFQ



Scope of Services

- Selection of one (1) planning and environmental firm / team
- Airport planning and general consultation
- Assisting with grant applications and grant management
- Project development programming – scope, schedule and budget definition
- Planning and analysis of various land development projects
- Update of airport layout plan
- Assistance with PFC applications
- Obstruction analysis and 7460 assistance as needed
- Program management services as needed
- Forecasting
- Environmental consulting
- Cost estimating
- Master agreement – 5-year term



GSP Airport District On-Call PE Consulting Services RFQ



Selection Process

- Evaluation factors
- Statement of qualifications - Initial ranking
- Presentations and interviews - Final ranking
- Contract negotiations - Highest ranked firm



GSP Airport District On-Call PE Consulting Services RFQ



Evaluation Process:

Relative Weight	Graded Item	Score
20	Past and current project and on-call experience and performance of respondent (team/firm) on similar projects	
20	Resumes of key personnel (team/firm) committed to project w/relevant experience on similar projects	
15	Project management approach	
15	Ability to meet project goals, respond in a timely manner on project related tasks/items	
10	Team/firm organizational structure and capability	
10	Responsiveness to RFQ requirements	
5	DBE Approach	
5	Experience with GSP Airport District	
100%	TOTAL SCORE	
Pass/Fail	Insurance Requirements	



GSP Airport District On-Call PE Consulting Services RFQ



Timetable

Milestone`	Milestone Date
Deadline for Pre-Submittal Questions	Sep 8, 2023
Final Addendum	Sep 12, 2023
SOQ Submittals Deadline	Sep 19, 2023
Shortlist Notification	Oct 6, 2023
Presentations and Interviews	Wk of Oct 23, 2023
Recommended Final Ranking Presented to the Commission for Approval	Nov 13, 2023
Notify Top Ranked Respondents	Nov 14, 2023
Master Agreements Executed	Within 30 days



GSP Airport District On-Call PE Consulting Services



RFQ Requirements

- Title page
- Table of contents
- Cover letter
- Executive summary
- Project team organization
- Firm / Team project experience
- General Project management experience
- DBE participation, small and local business inclusion
- Resumes of key personnel
- Form 1 – Respondent contact directory
- Form 2 – Acknowledgement of addenda
- Form 3 – Proof of insurance
- Form 4 – Client references
- Form 5 – Contract acceptance



GSP Airport District On-Call PE Consulting Services



Exemplary Projects

- Airfield development
- General aviation expansion
- Terminal and facilities improvements
- Pavement rehabilitation
- Utility improvements
- Airfield electrical



GSP Airport District On-Call PE Consulting Services



Questions





INTERNATIONAL
GSP AIRPORT
ROGER MILLIKEN FIELD

Attachment #2

Greenville-Spartanburg International Airport
On-Call Planning & Environmental Consulting Services RFQ
9:00 am, Wednesday August 30, 2023

NAME	COMPANY	PHONE	EMAIL
Amanda Sheridan	McFarland Johnson	518-495-3436	asheridan@mjinco.com
Dave DuBais	VHB	904-524-5512	ddubois@vhb.com
John Collum	JMT	803 960 3633	jcollum@jmt.com
Curtis Bickmeyer	LWK DICKSON	303.229.3615	CBICKMEYER@LWKDICKSON.COM
Kris ERLIN	V/LK DICKSON	440.810.9548	kervin@lwkdictson.com
Tice Melborn	Terracon	864-514-4543	tice.melborn@terracon.com
Will Owens	Terracon	864-680-1166	will.Owens@terracon.com
John Martin	Delta Airport Services	704-991-7266	jmartin@deltaairport.com
Zach Nelson	Abdulla	321-205-3867	ZNelson@Abdulla.com

Greenville-Spartanburg International Airport
On-Call Planning & Environmental Consulting Services RFQ
9:00 am, Wednesday August 30, 2023



NAME	COMPANY	PHONE	EMAIL
JACK MAYHEED	Greenwich Mills Cawood	843.834.3929	JACK.MAYHEED@ GMCNETWORK.COM
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