NOTICE TO ALL PROPOSERS

ADDENDUM NO. 1

TO THE REQUEST FOR QUALIFICATIONS FOR

TUCSON AIRPORT AUTHORITY PROJECT

10119125 Residential Sound Insulation

February 20, 2020

The following Addendum dated February 20, 2020 shall be made a part of the Request for Qualifications (RFQ) dated Friday January 31, 2020 for 10119125 Residential Sound Insulation.

GENERAL

1. The Pre-Submittal Conference Summary dated February 14, 2020 and associated sign-in sheets are attached to this Addendum No. 1.
PRE-SUBMITTAL CONFERENCE SUMMARY

Project No./Name: 10119125 Sound Insulation
Date: Friday February 14, 2020
Time: 10:00 a.m.
Location: Tucson Airport Authority (TAA) Administration Catalina Room
Funding: FAA/ADOT
Procurement Officer: Debbie Cruz
Project Director: Scott Robidoux

SIGN IN AND INTRODUCTIONS

1. See attached Sign-in Sheet for attendees.

2. Debbie Cruz welcomed all attendees and made brief introductions. She indicated that the minutes of the pre-submittal conference will be distributed to all meeting attendees and RFQ holders of record. Further addenda, if any, will be distributed to pre-submittal meeting attendees and firms on the RFQ Holders List.

GENERAL INFORMATION

1. TAA intends to award this contract by April 2020 and desires to complete project before September 2022.

2. The estimated construction cost of the project is $2.2 million.

3. The project will be funded by FAA/ADOT funds.

4. The selected Respondent will be required to provide concept design, construction document preparation, bidding assistance, and construction administration services for the project.

5. TAA shall not be held responsible for any oral instructions. Any changes to this RFQ will be in the form of an addendum, which will be furnished to all registered RFQ holders and pre-submittal meeting attendees.

6. This RFQ does not obligate TAA to award the contract to any firm nor to pay any cost incurred in the proposal process or in the preparation of Statements of Qualifications (SOQs) submitted in response to this RFQ. Firms may be required to attend interviews in Tucson at a time and place to be announced. Expenses associated with such travel will be solely the responsibility of the firms. TAA reserves the right to reject any and all SOQs or to accept any firm which is deemed to be advantageous to the public and TAA.

7. The SOQ and other requested information must be completed, in its entirety, to the best of Respondent’s ability and the Respondent must represent and warrant that all information contained therein is true and correct to the best of Respondent’s knowledge.

8. No representative or agent of the Respondent may contact any member of the staff or Selection Committee, any member or director of TAA or any other agent or consultant of TAA, either directly or indirectly. Questions related to the RFQ or SOQ process must be directed in writing to Debbie Cruz by email at
dcruz@flytucson.com. Any communication, or attempted communication, with any person other than Ms. Cruz shall, in the sole discretion of TAA, be grounds for disqualification of the firm.

9. Until an award and execution of a contract by TAA, only the name of each Respondent on the short list may be made available to the public. All other information received by TAA in response to this RFQ or contained in the SOQs shall be confidential. The SOQs shall be open to public inspection after the contract is awarded and executed by TAA. To the extent the firm designates and TAA concurs, trade secrets and other proprietary data contained in the firm's SOQ will be kept confidential.

10. Any questions that the Respondents may have about the RFQ or the project should be faxed or emailed to Debbie Cruz dcruz@flytucson.com by no later than 2:00 p.m. on Monday February 24, 2020. TAA will issue the minutes of the pre-submittal conference and written responses to any questions received to all RFQ holders by email on Wednesday February 26, 2020.

11. DBE. It is the policy of the Department of Transportation ("DOT") and TAA that Disadvantaged Business Enterprise firms ("DBEs") as defined in 49 CFR Part 26 (the "DBE Regulations"), shall have a fair and equal opportunity to participate in the performance of contracts financed in whole or in part with federal funds. TAA, in compliance with 49 CFR § 26, has adopted a program regarding the participation of DBEs on federally funded projects. A copy of this program is available upon request. TAA has set an aspirational 7% (7% of the dollar value of the contract) DBE participation goal for this contract. DBE participation is determined according to the standards and rules set forth in the DBE Regulations, and the firm should consult those regulations (see 49 CFR § 26.55 in particular). If a proposer or subconsultant of the proposer are certified as DBE, the work performed by both shall be counted towards meeting the aspirational goal. Any work performed by a non-DBE proposer or subconsultant shall not. The firm must make a "good faith effort" to meet the stated aspirational participation goal. The firm should consult Appendix A of the DBE Regulations for guidance on what constitutes "good faith efforts". As a matter of responsibility, firms must complete and submit the "Statement of Proposed DBE Utilization" in the form provided, with its submittal, including evidence of good faith effort related to TAA's goal if the 7% aspirational goal is not met in part or in full. Firms and firms' subcontractors/subconsultants who are submitting as DBEs must be certified DBEs in Arizona in good standing prior to the date submittals are due. TAA recognizes current DBE certifications by the Arizona Department of Transportation (ADOT), City of Phoenix, and City of Tucson. For information regarding DBE firms recognized by TAA, or if you have any questions about TAA's DBE Program, please contact Veronica Ruiz-Ronquillo, TAA DBE Liaison Officer, at 520-573-8100.

The successful proposer will be required to submit the following information: (1) the names and addresses of DBE firms that will participate in the contract; (2) a description of the work that each DBE firm will perform; (3) the percentage of utilization of each DBE firm participating; (4) written documentation of the bidder/proposer's commitment to use a DBE subcontractor whose participation it submits to meet the aspirational contract goal; and (5) if the proposer cannot meet the aspirational DBE goal, evidence of good faith effort undertaken by the proposer as described in Appendix A to 49 CFR Part 26. To count toward meeting a goal, each DBE firm must be certified in a NAICS code applicable to the kind of work the firm would perform on the contract.

As a condition of the agreement between the parties, the firm awarded the contract will be required to report DBE participation efforts listing (1) all certified DBE subcontractors who will be working on the Project, including work performed by firm’s own forces if firm is a DBE and (2) the estimated amount of dollars that will be paid to any DBE subcontractor providing services. This information will be reported on a form to be provided by TAA. In addition, firm must provide written confirmation from each DBE of its participation in the firm's work. Firm will
be required to track all payments to DBEs working on the Project. At the completion of the Project, firm will be required to complete and submit a final certification of payments to DBE firms on a form to be provided by TAA.

PROPOSAL REQUIREMENTS

1. Debbie Cruz reminded the firms to carefully review the SOQ requirements described in Section VI on page 7.

2. Respondents should review the insurance requirements on page 6 of the RFQ to confirm that they can comply.

3. Client references provided in the SOQs should not include TAA.

4. Failure on the part of a Respondent to provide any portion of the required documentation may be cause for rejection of the SOQ. In the event of any conflict between any of the SOQ documents, resolution thereof shall be at TAA's sole discretion.

5. SOQs are due on or before 2:00 P.M. local Tucson time on Tuesday March 3, 2020 at TAA’s Administration Building, and must be time stamped by the receptionist to record TAA’s receipt of the SOQ. SOQs submitted after that time may not be accepted.

6. One (1) original and Five (5) copies of the SOQ should be submitted to TAA and should be clearly labeled with the project title and the Respondent’s name and addressed to the attention of Debbie Cruz.

7. SOQs may be withdrawn either personally or by written request any time before the scheduled date and time of receipt.

SELECTION PROCESS

1. TAA is conducting a selection process in accordance with the requirements of Title 34 A.R.S. to select one firm to provide architectural/design services for the project listed in the RFQ.

2. SOQs from interested firms will be evaluated by an in-house Selection Committee, which will rank the SOQs based on demonstrated competence and qualifications and will select three to five Respondents to be short-listed. All Respondents will be notified as to which firms have been selected for the short-list.

3. The short-listed Respondents will be interviewed by the Selection Committee in person.

4. The Selection Committee will prepare a final ranking of the short-listed firms, which shall be submitted to the TAA Vice President of Planning & Engineering Department for final review and selection of the highest ranked Respondent.

SCOPE OF WORK

1. Project Director brief.
DISCUSSION:

The floor was opened to questions and answers and discussion followed.

Q. In the RFQ there is reference of an SF330 form. Is that form required?
A. An SF330 form is not required.

Q. Do you want a Title company to be part of the Team?
A. Yes, a Title company should be part of your team.

Q. Are the 40 homes in the program all single family homes?
A. There are a combination of styles including multi-family, single-family and duplexes. This information is broken down in the Environmental Impact Statement (EIS). The EIS can be found at https://www.airportprojects.net/tus-eis/reports-documents/.

Q. Are there Geotechnical requirements as states in the RFQ?
A. No.

Q. Do you foresee it being completed in one package or will work be broken up between two grant years?
A. We anticipate completing this project in one bid package.

Q. The RFQ mentions Avigation Easements. What other types of easements do you anticipate?
A. The Avigation Easement is the only one required. TAA has an Avigation Easement document that we use and require the property owners to sign and the Title Company would then record.

Q. Do you have a phase system already set-up, or will that be up to us?
A. That is not set-up. We will rely on the Teams to set it up in an optimal way. It will depend on how quickly and responsive the property owners are to the process.

Q. Where are the homes located?
A. All information is in the EIS. TAA will include a map in the addendum.

Q. Was the EIS distributed?
A. No. It is available at https://www.airportprojects.net/tus-eis/reports-documents/.

Q. Has TAA done a project like this in the past? And what was the response from the homeowners?
A. Yes. There was some skepticism at first from homeowners; however, after public meetings and discussions with the homeowners, most participated.

Q. Do you anticipate public meetings?
A. Yes. We will rely on your proposal and Team to come up with an appropriate outreach plan.

Q. Do you supply names and addresses?
A. Yes, we will initially provide available public information to the selected Consultant Team. The Consultant Team shall be responsible for correcting and updating any information which is missing, incorrect, or is out of date.
Q. Will TAA contact the homeowners regarding the project?
A. We will assist, but we are relying on the Team to do that for us.

Q. Are you looking for the Team to provide grant assistance or coordination with the FAA on testing plans and eligibility requirements?
A. TAA will do direct coordination to FAA. Certainly, we would like the Team to prepare all the necessary documentation. We may ask the Team to be part of monthly FAA meetings if clarification is needed.

Q. The RFQ talks about the Quality Control Plan being prepared in accordance with International Standards Organization (ISO) 9001 guidelines that the prime needs to have in place. Is this necessary?
A. No, the ISO 9001 is not necessary. TAA is looking for the Quality Control Plan to explain how the Consultant reviews and controls the quality of work they and their team, including any sub-consultants, produce.

Q. Do you require a Cost Estimator to be on the Team?
A. We will rely on the Team to validate construction costs/estimates and recommend the construction costs are appropriate.

Q. How did TAA arrive at the project budget?
A. Historical data.

Attendees were reminded that the SOQ due date and time is Tuesday March 3, 2020.

Field Visit:

No site visit will be conducted, but attendees are more than welcome to visit the area

The conference adjourned at 10:30 and a site visit was conducted.

The above is intended to be a summary of the proceedings as recalled by Debbie Cruz. The proceedings were tape-recorded and the tape is on file in the TAA's Planning & Engineering Department.

cc: File A
<table>
<thead>
<tr>
<th>Name</th>
<th>Organization</th>
<th>Phone</th>
<th>Email Address</th>
<th>DBE Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>Robidoux</td>
<td>TAA</td>
<td>520-573-8100</td>
<td><a href="mailto:srobidoux@flytucson.com">srobidoux@flytucson.com</a></td>
<td>N/A</td>
</tr>
<tr>
<td>Je Butler</td>
<td>TAA</td>
<td>520-573-8100</td>
<td><a href="mailto:jbutler@flytucson.com">jbutler@flytucson.com</a></td>
<td>N/A</td>
</tr>
<tr>
<td>Jd Moore</td>
<td>TAA</td>
<td>520-573-8100</td>
<td><a href="mailto:dmoore@flytucson.com">dmoore@flytucson.com</a></td>
<td>N/A</td>
</tr>
<tr>
<td>Nica Ruiz-Ronquillo</td>
<td>TAA</td>
<td>520-573-8100</td>
<td><a href="mailto:vruiz-ronquillo@flytucson.com">vruiz-ronquillo@flytucson.com</a></td>
<td>N/A</td>
</tr>
<tr>
<td>Je Cruz</td>
<td>TAA</td>
<td>520-573-8100</td>
<td><a href="mailto:dcruz@flytucson.com">dcruz@flytucson.com</a></td>
<td>N/A</td>
</tr>
<tr>
<td>A Granillo</td>
<td>TAA</td>
<td>520-573-8100</td>
<td><a href="mailto:sgranillo@flytucson.com">sgranillo@flytucson.com</a></td>
<td>N/A</td>
</tr>
<tr>
<td>T Myers</td>
<td>TAA</td>
<td>520-573-8100</td>
<td><a href="mailto:kmyers@flytucson.com">kmyers@flytucson.com</a></td>
<td>N/A</td>
</tr>
<tr>
<td>In Rose</td>
<td>TAA</td>
<td>520-573-8100</td>
<td><a href="mailto:srose@flytucson.com">srose@flytucson.com</a></td>
<td>N/A</td>
</tr>
<tr>
<td>Mike</td>
<td>NA</td>
<td>602-721-8609</td>
<td><a href="mailto:michael.rende@chillintl.com">michael.rende@chillintl.com</a></td>
<td>N/A</td>
</tr>
<tr>
<td>Melissa Arague</td>
<td>NA</td>
<td>602-721-8609</td>
<td><a href="mailto:melissa.arague@vs.rlb.com">melissa.arague@vs.rlb.com</a></td>
<td>N/A</td>
</tr>
<tr>
<td>W Carroll</td>
<td>NA</td>
<td>602-721-8609</td>
<td><a href="mailto:dcarroll@GJOEDU.COM">dcarroll@GJOEDU.COM</a></td>
<td>N/A</td>
</tr>
<tr>
<td>W Warner</td>
<td>NA</td>
<td>602-721-8609</td>
<td><a href="mailto:Charlie@darlingltd.com">Charlie@darlingltd.com</a></td>
<td>Y</td>
</tr>
<tr>
<td>Ane Carter</td>
<td>NA</td>
<td>602-721-8609</td>
<td><a href="mailto:mart@jonespayne.com">mart@jonespayne.com</a></td>
<td>N/A</td>
</tr>
<tr>
<td>Fred Tom</td>
<td>NA</td>
<td>602-721-8609</td>
<td><a href="mailto:rftom@architecturecompany.net">rftom@architecturecompany.net</a></td>
<td>N/A</td>
</tr>
<tr>
<td>NAME</td>
<td>ORGANIZATION</td>
<td>PHONE</td>
<td>EMAIL ADDRESS</td>
<td>DBE STATUS</td>
</tr>
<tr>
<td>--------------------</td>
<td>----------------------</td>
<td>-----------------</td>
<td>----------------------------</td>
<td>------------</td>
</tr>
<tr>
<td>MR. WILLIS</td>
<td>S&amp;W Acoustics</td>
<td>520-441-3987</td>
<td><a href="mailto:lance.willis@swanc.net">lance.willis@swanc.net</a></td>
<td>NO</td>
</tr>
<tr>
<td>DB WIRTH</td>
<td>PRODIM5</td>
<td>480-902-0570</td>
<td><a href="mailto:BWIRTH@PRODIM5.com">BWIRTH@PRODIM5.com</a></td>
<td>NO</td>
</tr>
<tr>
<td>Brad Hancock</td>
<td>EEC</td>
<td>520-488-9205</td>
<td><a href="mailto:Hancock@EECorP.com">Hancock@EECorP.com</a></td>
<td>NO</td>
</tr>
<tr>
<td>Bruce Woodward</td>
<td>DEHT</td>
<td>520-349-5090</td>
<td><a href="mailto:Bruce.Woodward@DEHT-USA.com">Bruce.Woodward@DEHT-USA.com</a></td>
<td>YES</td>
</tr>
<tr>
<td>Tom Smejkal</td>
<td>TAA</td>
<td>578-8160</td>
<td><a href="mailto:Tmeysko@Design.com">Tmeysko@Design.com</a></td>
<td>YES</td>
</tr>
<tr>
<td>Steve Smedes</td>
<td>The Architecture Company</td>
<td>623-4506</td>
<td><a href="mailto:nmo@architecturecompany.net">nmo@architecturecompany.net</a></td>
<td>NO</td>
</tr>
<tr>
<td>Tim Hochstein</td>
<td>CEI</td>
<td>480-201-8646</td>
<td><a href="mailto:Hochstein@CEI-AZ.com">Hochstein@CEI-AZ.com</a></td>
<td>NO</td>
</tr>
</tbody>
</table>