

**Addendum No. 1**  
**Charlotte Douglas International Airport (CLT)**  
**RFQ AVIA 23-65**  
**ON CALL SAFETY MANAGEMENT SYSTEM CONSULTING SERVICES**  
**Addendum #1 – 07.17.2023**

This Addendum is hereby made a part of the contract documents and specifications of the above referenced project. All other requirements of the original plans and specification shall remain in effect in their respective order. Acknowledge receipt of this addendum by initialing next to addendum by initialing next to its number on the "Execution of Bid" page of your Bid.

**\*\*Please see the revised schedule for this RFQ below, dates have been extended\*\***

**B. SCHEDULE**

| DATE       | ACTIVITY (All times are EST)   |
|------------|--|
| 07/10/2023 | Issue RFQ  |
| 07/24/2023 | Deadline for Submission of Written Questions via eBuilder by 5:00 PM EST |
| 08/17/2023 | Statements of Qualifications are Due via eBuilder by 2:00 PM EST         |
| 08/16/2023 | Firm Interviews (if applicable)  |
| 10/23/2023 | City Council Date  |
| 12/01/2023 | Estimated Start Date   |

1. Question:

Do we need to acknowledge receipt of the RFQ? The RFQ acknowledgment section (Section 1.C, point 4 included on page 6) references an acknowledgment form but it appears that the SOQ Form was included as Form 1. Can you clarify?

**ANSWER:**

Please use Form 1 on Page 15 as Acknowledgement of RFQ.

2. Question:

The forms required for this submission do not address all of the Selection Criteria and Minimum Requirements (included in section 1.C.10, page 8), including the qualifications of each team member and the proposed approach to the performance of work. Can you clarify where you would like these items to be addressed?

**ANSWER:**

The Forms are required to be submitted in addition to a Firm's SOQs for this project. SOQs submitted must address 10. Selection Criteria and Minimum Requirements found on p. 8-9 of the RFQ.

3. Question:

Has CLT already designated an Accountable Executive and an SMS Manager (or SMS Program Manager)?

**ANSWER:**

CLT has designated a SMS Manager/SMS Program Manager and will be designating an Accountable Executive.

4. Question:

Does CLT already have a mechanism for confidential/anonymous hazard reporting in the workplace?

**ANSWER:**

The Airport is in the process of developing a mechanism. CityWorks will be utilized.