NOTICE OF ADDENDUM  
ADDENDUM #1

February 6, 2018

Subject: Economic Impact Analysis  
Solicitation #STR-2018-001  
Due: February 15, 2018 at 2:00pm

Dear Sir or Madam:

The Columbus Regional Airport Authority hereby issues addenda to the subject solicitation. Unless otherwise stated, your response shall be considered as including this addendum.

Should you have any questions or need additional information, please forward them to craaprocurement@columbusairports.com. Thank you for your interest in doing business with the Columbus Regional Airport Authority.

cc: file
ADDENDUM #1

Subject: Economic Impact Analysis
Solicitation #STR-2018-001
Due: February 15, 2018 at 2:00pm

CLARIFICATION

1. Add the following as Section 25 to the Request for Proposals (RFP), Information for Respondents: Requirements and Conditions – Request for Proposals and as Section 44 to the draft Professional Services Agreement:

**COOPERATIVE PURCHASING:**

The Columbus Regional Airport Authority (Authority), in accordance with Ohio Revised Code (ORC) Section 9.48, will permit authorized public subdivisions and cooperative purchasing consortium members to participate in contracts the Authority has entered into for the purchase of supplies, services, materials, and equipment. Cooperative purchasing consortium members include, but not limited to the Central Ohio Organization of Public Purchasers (CO-OPP), Southwestern Ohio Purchasers for Government (SWOP4G), Public Purchasers Association of Northern Ohio (PPANO) and the Airport Purchasing Group (APG).

Upon contract award, authorized political subdivisions and cooperative purchasing consortium members are approved to order directly with the Contractor. All invoices shall be sent directly to the ordering entity. The Contractor must look solely to the authorized political subdivision or cooperative purchasing consortium member for performance, including payment. The Contractor agrees to hold the Authority harmless with regard to political subdivisions or cooperative purchasing consortium members’ performance.

The authorized political subdivision or cooperative purchasing consortium member authorized to modify the pricing, terms and conditions, or specifications of this contract. Contractors who allow for the above modifications may be subject to the Authority invoking its Termination for Default rights.

ANSWERS TO QUESTIONS RECEIVED PRIOR TO FEBRUARY 1, 2018 AT NOON

Q1  *I have a question regarding the meaning of Requirement 3.6 in the Economic Impact RFP. It asks for a measurement of “economic impacts on nearby real estate.” This does not seem to have been a component of the 2012 impact.*

A1  Correct. CRAA does not see this as a core piece of the 2018 economic impact report but are interested in this data.
Q2 Would this include properties like the Marriott on Cassady Avenue, the privately-owned parking lots by John Glenn, and all the other industrial development near Rickenbacker?

A2 Yes.

Q3 What is the Start Date for the commencement of work and Due Date of Deliverable?

A3 CRAA is aiming for a start date for work of April 2, 2018 and due date for deliverable of October 2, 2018.

Q4 Paragraph 6 on page 1 of the RFP states that “Bidders shall make a good faith effort to obtain DBP participation in accordance with the goals established by the Authority.” Is there a Diversity Business Partner requirement for this opportunity?

A4 The requirement is to make a good faith effort to obtain DBP participation, the good faith effort will be evaluated and factored into the evaluation of every proposal. If assistance is needed in obtaining firms that are DBPs that may be utilized for this work please contact the Office of Business Diversity at BusinessDiversity@columbusairports.com. For any subcontracted work efforts, Respondents shall document their efforts to obtain DBP participation. This may include documenting meetings, phone calls, emails, etc. with the respective DBP’s.

Q5 Can you provide an expected budget or budget range for this study?

A5 Anything over $150,000 would require CRAA Board action. CRAA is not necessarily expecting it to go above $150,000 and therefore has only indicated board approval as a tentative action on the key milestone dates.

Q6 We understand that this is a different scope of work and five years after the last study. Still as a benchmark, it will be useful to be aware of the project budget for the previous study. Can you provide the cost of the previous study?

A6 The 2012 study cost ~$117,680.

Q7 We understand the importance of business diversity but were unable to find a minimum participation rate in the RFP or on the web site. Does the authority have a minimum DBP participation rate?

A7 For this particular project a minimum DBP rate was not established, a good faith effort is the requirement.
Q8  Is there a specific way we need to demonstrate our “good faith effort to obtain DBP participation” (page 3 / marked page 1)?

A8  For any subcontracted work efforts, Respondents shall document their efforts to obtain DBP participation. This may include documenting meetings, phone calls, emails, etc. with the respective DBP's.

Q9  Does 5.1.1 mean that the transmittal letter should list everyone on the proposal team that wrote/reviewed any part of the proposal?

A9  The Respondent shall include all individuals involved in preparation of the proposal.

Q10  Appendix A – Does Level of Effort mean number of hours?

A10  Yes.

Q11  In Requirement 3.3, do you mean $1 of return for $1 of operating budget, or some other cost basis? There are many ways to develop easy understood metrics for economic value. Can the consultant team propose different or additional metrics?

A11  Yes, the consultant team is welcome to propose different or additional metrics. The goal is to easily share with the public and stakeholders the value of investment in CRAA.

Q12  You refer to “CRAA’s role in our local, state and regional economy”. Does this mean we have 3 impact geographies, and if so, what are the definitions of local and regional?

A12  The 2012 study focused on the state impact. CRAA is focused on the state impact geography for the 2018 economic impact report as well. CRAA is open to additional recommendations.

Q13  In Appendix A, the Price Proposal Form lists “Optional/Alternative Deliverables”. Will budgets for optional tasks be evaluated separately from the core deliverables (3.1 – 3.10) to allow CRAA to compare base prices across proposals?

A13  Yes.

Q14  The wording of sections 3.8 – 3.9 indicates that CRAA will retain a designer for print and electronic materials, and conduct all printing, while the chosen consultant should budget time to work with CRAA’s design and print team. Is this correct?
Q15 In Section 3, 3.15 calls for analysis of “CRAA’s real estate ventures” and 3.6 requires the study to “measure the economic impact on nearby real estate”. Can you explain the difference of these two requirements?

A15 Existing real estate ventures (as referred to in section 3.15) would include the Rickenbacker Global Logistics Park and other real estate owned by CRAA. Nearby real estate (as referred to in section 3.6) would include neighboring industrial and commercial properties/development not owned by CRAA.

Q16 Do sections 5.4.1 and 5.4.2 apply to key staff or all staff that might work on the project as research assistants or other junior roles?

A16 All proposed staff shall be included in sections 5.4.1 and 5.4.2

Q17 Section 5.4.3 requires “a level of effort (LOE) by identify task and subtasks, deliverables and proposed Cost and Pricing Data” while Section 5.6 also requires the Price Proposal Form which includes Level of Effort and Price by task. Do you require that level of effort and price data be provided twice, once in Section 5.4.3 and once in Section 5.6 Form Appendix A. If so, is the intended difference in information between these 2 sections that 5.4.3 contain more detail—i.e. LOE & price by subtask, not just task?

A17 The same detailed information shall be included in both sections.

Q18 Section 1.0 of the Technical Specifications (Scope and Classification) directs that the analysis should cover “…CRAA’s real estate ventures and shared areas of economic impact in the Rickenbacker Inland Port.” Will CRAA specifically identify those real estate ventures and shared areas of economic impact?

A18 Yes, CRAA will specifically identify these and it will include the Rickenbacker Global Logistics Park, Norfolk Southern Rickenbacker Intermodal Terminal and additional real estate owned by CRAA.

Q19 Section 3.2 of the Technical Specifications states that the study must incorporate surveys of, among others, regional employers and visitors.

a. The 2012 study indicated that the survey of visitors had been completed as part of a separate contract. (On page 3-3 of the 2012 report, it states “Average visitor spending for this group was derived from JobsOhio’s Ohio Commercial Service Airports Economic Impact Study prepared by CDM Smith in 2012.”) Does CRAA expect that the current study would conduct its own visitor survey at the three airports? Would CRAA accept other visitor
survey data, to the extent that they are current, statistically reliable, and available to the research team?

b. Concerning the requirement for a survey of regional employers, at least three separate concerns arise:
   i. Because of considerations in how such a survey would be completed, there are statistical concerns about whether the results will be generalizable to the regional economy. Would the CRAA consider guiding the research team to use the survey results as case studies or qualitative indicators of the value of the airports to the regional economy?
   ii. The 2012 study did not include an analysis of the impacts of off-airport businesses that are dependent on the airport for transporting personnel or cargo. Does the CRAA expect that the 2018 study would effectively not consider the results from such an analysis in comparing these results against the 2012 results?
   iii. Given how the input-output tables are constructed for air transportation, there is a very real threat of double-counting the economic impacts from cargo operation that such a survey would produce. Would the CRAA be amenable to alternative measures of the extent to which air transportation represents an input to different industry sectors in the regional economy?

A19a Yes. CRAA is open to thoughts around this to ensure all appropriate data is collected (within reason) to most accurately depict the full economic impact of CRAA.

A19i CRAA is open to hearing alternative ways to report out results should there be significant concerns.

A19ii No, it would be the hope that all data is captured in order to accurately depict the full economic impact of CRAA.

A19iii Yes, CRAA is open to receiving expertise in this area, while also trying to seamlessly describe the net increase in impact from the 2012 study to the 2018 study.

Q20 Section 3.6 requires that the study measure the economic impact on nearby real-estate (commercial & industrial, etc.). Because economic impact studies measure a “snapshot in time” attributable to an activity, is the CRAA suggesting that the study attribute some portion of the current/on-going
economic value of commercial and industrial property in the vicinity to the airports? Can the CRAA provide any clarification of what it expects the study team to produce with this requirement?

A20 Yes, if possible and appropriate, CRAA would be interested to know if there is data that can attribute economic value of nearby real estate (commercial and industrial) to the work of CRAA.

Q21 Does the CRAA maintain a list of DBE firms with which it has partnered in the past?

A21 CRAA can provide a list of DBP or DBE firms for specific types of work if requested. Contact the Office of Business Diversity at BusinessDiversity@columbusairports.com for more information.

Q22 Does the CRAA have a maximum amount budgeted for this project?

A22 Anything over $150,000 would require CRAA Board action. CRAA is not necessarily expecting it to go above $150,000 and therefore has only indicated board approval as a tentative action on the key milestone dates..

Q23 Is there a specific place in the response you’d like us to place the non-collusion affidavit?

A23 In the Appendix.

Q24 Are there any DBE requirements?

A24 There are no formal DBE requirements although a good faith effort to obtain DBP participation is a requirement.