



REQUEST FOR QUALIFICATIONS AND PROPOSALS

FOR CONSTRUCTION MANAGER AT RISK SERVICES

FOR THE DEPARTURES TERMINAL EXPANSION AND MODERNIZATION PROJECT

AT THE NORFOLK INTERNATIONAL AIRPORT

ADDENDUM NO. 2

ISSUED: May 23, 2025

RFQ-FY25-100-04

ADDENDUM NO. 2

Request for Qualifications and Proposals to provide Construction Manager at Risk services the Departures Terminal Expansion and Modernization Project at Norfolk International Airport

May 23, 2025

The Norfolk Airport Authority (the "Owner") hereby issues this Addendum to its Request for Qualifications and Proposals as named above. The information contained in this Addendum shall become part of the Solicitation and, to the extent specified, shall amend and supersede the similar information in the original Solicitation document. All other terms, provisions and conditions of the Solicitation shall remain unchanged.

The Solicitation Documents shall be amended by the following:

REFER TO SUBMITTED QUESTIONS AND RESPONSES DOCUMENTATION:

1. A total of 24 questions were submitted
 - a. Modifications to RFQP documentation as a result of the questions are listed below

REFER TO RFQP DOCUMENTATION:

1. Remove and replace RFQ Exhibit G on page 224 of RFQ PDF with attached version
 - a. Previous version stated Authority is seeking three CCIP coverage options
 - b. Revised to state Authority is seeking two options
2. Remove First Floor Color Plans New Construction 001 on page 235 of RFQ PDF and replace with New Construction – Color Plan – First Floor A001
 - a. Previous version stated Administration Offices Not in Scope
 - b. Revised to remove Not in Scope statement
 - c. Administration Offices are in Scope of Work
3. Remove Second Floor Color Plans New Construction 002 on page 236 of RFQ PDF and replace with New Construction – Color Plan – Second Floor A002
 - a. Previous version stated Administration Offices Not in Scope
 - b. Revised to remove Not in Scope statement
 - c. Administration Offices are in Scope of Work

LIST OF ATTACHMENTS:

1. Submitted Questions and Responses, 8.5" x 11", 3 pages
2. RFQ Exhibit G, Revised as described above, 8.5" x 11", 1 page
3. New Construction – Color Plans - First and Second Floor, 30" x 42", 2 pages

NO FURTHER ADENDA WILL BE ISSUED.

END OF ADDENDUM NO. 2

Contractor must take note and be governed accordingly. This addendum must be acknowledged in your submittal response, or your submittal may not be considered.

Request for Qualifications Proposals
CMAR Services - Departures Terminal Expansion and Modernization Project

Q#	RFQ Section Title	Page #	Question	Response
1			Are there any Revit models available and can those be provided?	Revit models will not be provided at this stage of the process
2			Can logistics plans be provided on size 11x17 pages?	Yes
3			Are CAD files available to share with the bidders?	Yes - Please contact Procurement Manger for files
4			Is the GC responsible for the buildout of the tenant spaces? Or are there separate contracts for each space?	GC selected by the Authority for this scope of work is to build out airline ticketing offices and TSA spaces. Generally GC will build out all spaces excluding concessions & retail spaces as they are under separate contract. However, work will be occurring at the same time and close coordination will be required between concession contractors and GC. GC will be responsible for white boxes for the concession spaces. Details to be coordinated during the preconstruction phase.
5			What is the proposed design schedule for the project including the sub-phasing described within the Project Description?	<p><u>Departures Terminal Expansions & Modernization:</u> Schematic Design (30%) Issued: 9/1/2025 Design Development (60%) Issued: 1/30/2026 Construction Documents (95%) Issued: 12/18/2026</p> <p><u>Administration Enabling Project:</u> Schematic Design (30%): Complete Design Development (60%) Issued: 7/15/2025 GMP Package (70%) Issued: 9/1/2025 Issued for Construction Documents (100%) Issued: 12/5/2025</p> <p>Sub phasing is not applicable. Additional packages may be coordinated with awarded CMR.</p>
6			Please provide the anticipated cadence of design meetings during the preconstruction period.	Weekly Consultant Coordination calls Bi-Weekly Owner-Architect Meeting
7	Exhibit F		See Exhibit F: Please confirm that the fully complete CPM schedule will not be submitted 30 days after contract award. A concept level baseline schedule can be submitted no later than thirty (30) days after the Contract is signed by the Airport. Please confirm this is acceptable in lieu of a fully complete Project schedule for the Work.	This is acceptable
8	Exhibit F		See Exhibit F: Schedule to be cost and man loaded – on this size of project, schedule development including full man loading and cost loading will take more than 30 days. Please confirm that man loading and cost loading of the schedule can take place after CPM logic approval.	This is acceptable

Request for Qualifications Proposals
CMAR Services - Departures Terminal Expansion and Modernization Project

Q#	RFQ Section Title	Page #	Question	Response
9		9	Reference Page 9 of the RFQ – Please confirm that all interior and exterior utility investigation efforts can take place during normal business hours.	The majority of investigations can take place during normal business hours. Any action that may interrupt or prohibit Authority or tenant operations will be closely coordinated and may require night time operations.
10	Phasing Restrictions	9	Reference phasing restrictions on page 9 – Item #11: This section states, no more than two (2) holdrooms are expected to be under construction at one time per concourse. Please clarify if the two holdrooms under construction are to remain fully operational or if there is a time frame in which the holdroom can be closed to passengers. If the holdrooms are to remain fully operational, please provide the time-of-day restriction/s for the active construction activities.	The two holdrooms under construction are expected to remain fully operational with little to no impact to seating capacity. It is understood that minimal seating may be lost in order to accommodate a construction wall as required to protect the public from adjacent construction activities. It is also understood that specific activities will necessitate the full closure of the holdroom on a temporary basis. During these cases the holdroom must be fully accessible to passengers two hours before and a half hour after a scheduled departure. In the event that a holdroom is only needed for an arrival operation, a 10' wide minimum egress path from the passenger loading bridge and stairwell door shall be maintained until the aircraft has fully deplaned and the remainder of the holdroom is subject to closure. These operations will be coordinated closely with all parties during the preconstruction and construction phase of the project. All holdroom closures must be approved by the Authority.
11			Please confirm if new mechanical equipment for the terminal will require new ductwork, piping, and wiring or if the existing systems will be re-purposed as part of the design.	The scope will vary throughout the facility
12	Section 3, paragraph a Coordination and Phasing, item iii. (page 9) and section 2.6.2.3 of the contract (page 63)	9 and 63	Please reference the RFP, Section 3, paragraph a Coordination and Phasing, item iii. (page 9) and section 2.6.2.3 of the contract (page 63). These sections state the contractor shall be responsible for the development and implementation of a plan for identification and location of all existing utilities and services. Due to the location and extent of the investigation currently undefined, we recommend the Authority require the cost for such tasks to be included as cost of work within the initial GMP package or an allowance for this scope included in the initial GMP package.	This item will be coordinated with the awarded contractor during the preconstruction phase
13	Section 5: Required Acknowledgements, Forms and Certifications	15	Please reference page 15 of the RFP, Section 5: Required Acknowledgements, Forms and Certifications. Number 2 and 3 provide the requirements for DBE and SWAM participation requirements and goal. Please further describe the scope considered AIP work and Non-AIP work.	Only demolition and construction associated with the Consolidated Checkpoint will be considered AIP work. Exact limits and scope of this work will be coordinated with awarded contractor during the preconstruction phase.
14	Section 2.3.6	10	Page 10, Section 2.3.6: Please confirm if the E-Verify program requirements apply to all subcontractors, regardless of their tier or contract value, or if there are any exceptions. Further, please clarify if this is a full project requirement or specific to the federally funded portion of the scope.	The requirements of the E-Verify program apply to all subcontractors, regardless of their tier or contract value. This requirement applies to the full project. See the referenced State Code for specifics of program such as size of employer and contract amounts to which the code applies.

Request for Qualifications Proposals
CMAR Services - Departures Terminal Expansion and Modernization Project

Q#	RFQ Section Title	Page #	Question	Response
15	Exhibit E		Please confirm if the requirements outlined in Exhibit E apply to the full project or only to the portion of the scope of work considered AIP work. For example, is the entire project subject to Davis-Bacon wage scale requirements or just the federally funded portion of the scope.	Exhibit E applies to AIP work only. This will be coordinated with the awarded contractor during the preconstruction phase.
16		Sheet 002	Please confirm that Sheet 002 is in error where it identifies the administrative office area build out is not in Contract.	This is an error. Administration Office area build out in the Arrivals Terminal is in scope of work. Updated drawing provided.
17			Please provide the Project's planned timeline of design deliverables, breakdown of design packages and their associated levels of completeness - i.e. - 30%-60%-90%-100%, etc..	Refer to Previous Response #5
18	Exhibit G		RFQ Exhibit G states "The Airport Authority is also seeking priced options for the following three CCIP coverage scenarios" however only two are listed and are contained within the subsequent forms. Please confirm there are only two desired pricing options.	Only two pricing options are desired. Updated exhibit provided.
19			The BHS scope is undefined. This creates significant schedule uncertainty given the exceptionally long lead times for some EDS equipment and the iSAT process. Is the Authority's intention to add a new CBIS/CBRA areas, are new EDS machines being furnished by TSA under this contract and has the procurement begun already?	The project is not providing a true CBIS/CBRA. The project will include the development of relocated and resized screening rooms. Procurement of new equipment is not anticipated at this time.
20	Section 8		Section 8, Question 2 - Please confirm construction services is not required as this is a preconstruction only submission.	Section 8: Project Approach, Item 2 applies to preconstruction and construction phases of the project. It is understood that not all information for the construction phase of the project is known at this time. However, it is expected that Offerors have a plan for staffing and partnering with key subcontractors and/or subconsultants for the construction phase at this time.
21			What is the current status of design and the design schedule during the first year of precon?	Refer to Previous Response #5
22	Phasing Restrictions		Under the phasing restrictions item xi.2 states, "No more than one concession down at a time per concourse". Please confirm the scope of the concessions for the CMAR contractor is to prepare a space for a future concessionaire to fit out. Additionally, if the CMAR is providing a core and shell space for a future concessionaire fit out, is it necessary for that concessionaire fit out to be complete prior to taking another concession out of service? If the follow on concessionaire must complete their fit out this will create significant schedule risk that the CMAR contractor cannot control.	See response to Item #4 above. Concerns related to the concessionaire contractor's action and performance which are out of the control of the CMAR will be addressed during the preconstruction phase with the selected contractor.
23			Has the Authority determined how many GMPs will be required for the project? If so, please provide the anticipated GMPs and the anticipated design schedule for those GMPs. We believe multiple GMPs will be required for the project and the quantity and timing of those GMPs will impact preconstruction staffing needs and costs.	GMPs with coordinated with the awarded contractor
24			Please provide the overall anticipated overall budget for this program?	Total program budget is \$350M which includes but is not limited to cost of construction, escalation, owner soft costs, contingencies, design and construction administration expenses

RFQ EXHIBIT G – PRICE PROPOSAL FORM

A	Preconstruction Services Fee Total from Exhibit F	\$ _____	
B	Insurance Rate for Preconstruction Phase	\$ _____	For Preconstruction phase only provide Professional Liability, Worker's Comp and Business Auto Coverages. All other insurances are not required.
C	Total Preconstruction Phase (Not to exceed)	\$ _____	Sum of Lines A + B
D	Construction Manager-at-Risk Fee	_____ %	Rate is used, all inclusive, for the entire construction phase of project. Excludes preconstruction costs above.
E	100% Performance and Payment Bond Fee	_____ %	
F	Insurance Rate for Construction Phase	_____ %	Assume the minimum limits of liability set forth in Article 12 of Agreement. Rate must cover all insurance policies required per Agreement for Construction Phase. Line F does not include Bond Rate from Line E. Does not include Builder's Risk Insurance.

CCIP OPTIONS

The Airport Authority is also seeking priced options for the following two CCIP coverage scenarios:

1. CCIP with \$25,000,000 in Commercial General Liability coverage (meeting all of the requirements set forth in Article 12 of the Agreement – Exhibit A).
2. CCIP with \$50,000,000 in Commercial General Liability coverage (meeting all of the requirements set forth in Article 12 of the Agreement – Exhibit A).

These CCIP pricing scenarios shall not be considered in the final award criteria, but following award, the Airport Authority reserves the right to elect the coverage option it considers to be in its best interest.

To propose a CCIP, Offerors shall provide the information below for all three scenarios. Proposing a CCIP is optional.

Drawn By: Author
Checked By: Checker
Approved By: Approver



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Consultant Space



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NOT FOR
CONSTRUCTION

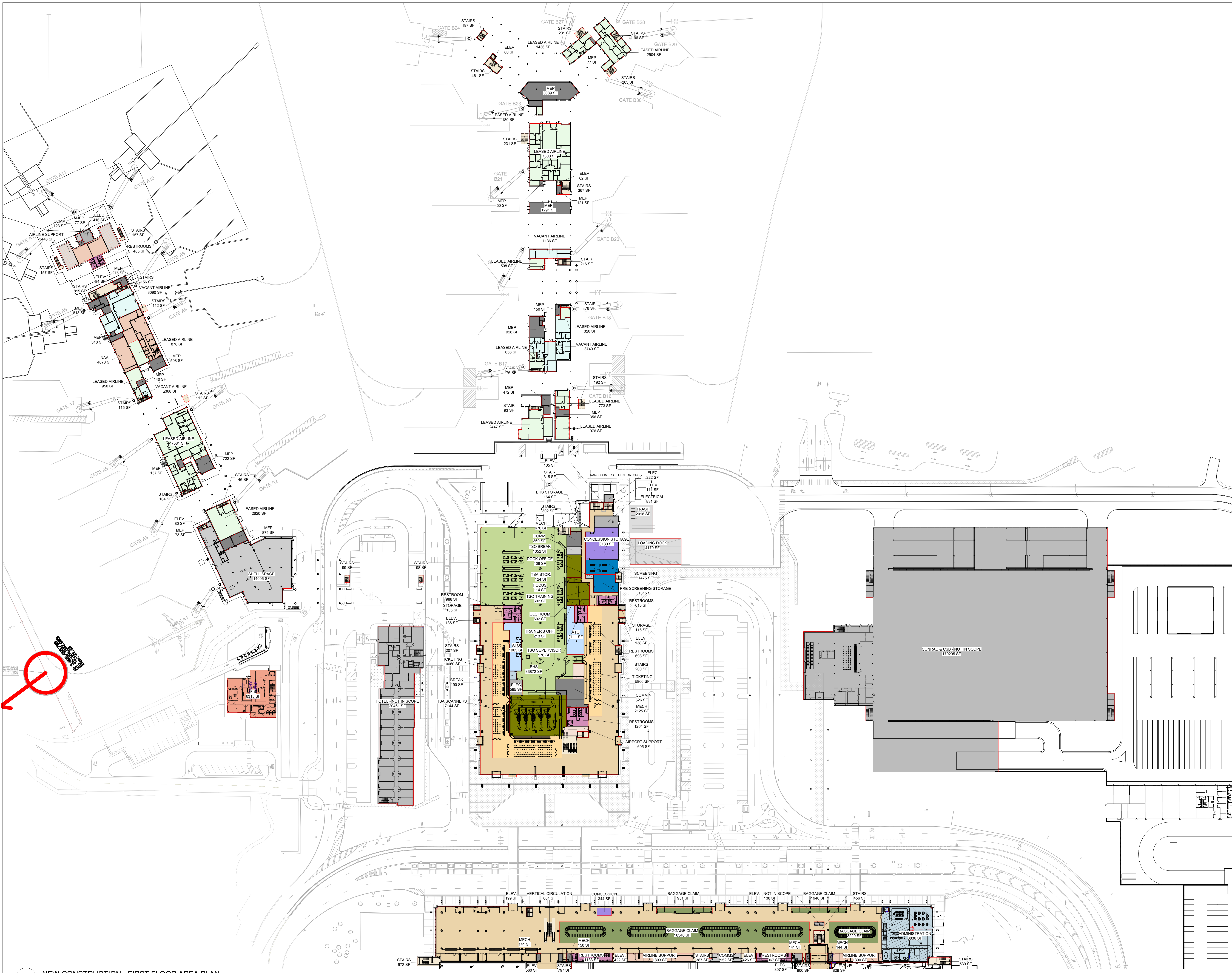
Revision
No. Date Description

NEW CONSTRUCTION
- COLOR PLAN - FIRST
FLOOR

A001

45804.06
Issue Date

5/23/2025 9:32:32 AM Autodesk Docs://ORF Norfolk Airport R23108_4580406_ArchAreaCentralR23.rvt



1 NEW CONSTRUCTION - FIRST FLOOR AREA PLAN
1" = 60'-0"

[illegible]