

# SANFORD AIRPORT AUTHORITY



## REQUEST FOR QUALIFICATIONS (RFQ) FOR COMMERCIAL REAL ESTATE AND LAND DEVELOPMENT SERVICES

### **RESPONSE TO REQUEST FOR INFORMATION (RFI) – No. 2** Date: October 4, 2016

DIANE CREWS, PRESIDENT/CEO  
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I received another RFI today that had originally been sent on September 29; unfortunately, my computer blocked this email and I was not made aware of the request until today. This Response to RFI is issued as a part of the proposal documents for the above-described project. The information/clarification included in this Response shall be considered as a part of the documents and shall supercede, amend, add to or subtract from those conditions shown in the original documents. All proposers should acknowledge receipt of this Response to RFI in their submission.

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### QUESTIONS

- 1. Can the SAA please post the sign in sheets from the pre-submittal conference?
  - The sign-in sheets from the mandatory pre-submittal conference have been posted on the Sanford Airport Authority website ([www.osaa.net](http://www.osaa.net)) under Public Documents.
- 2. Can the SAA please clarify specifically what you're looking for: planning services for the airport's land in an effort to identify both short and long term development opportunities (with assistance from a qualified real estate broker) OR are you soliciting for a joint development partner to finance and develop the parcels (a developer)?
  - As discussed at the pre-submittal conference, we are looking for a company that will identify the best options for us going forward, including the development of a viable plan of action and the methodology for implementation. Considering the varying location and sizes of the subject parcels, this may involve multiple plans. As reflected in the posted Minutes from that meeting, a clarification was made that the Airport is looking for an "approach" in the submittal, not a solution.

- 3. Is it required to have a developer on the team? As specific uses for the land have not been defined yet, we strongly feel it would be in the SAA's best interest to develop a plan first and then proceed with selection of developers.
  - There is no requirement for a developer. See answer to No. 2
- 4. Please clarify a discussion item from the pre-submittal meeting: does the SAA want to see a Development Plan including Conceptual Plans as part of the submittal for this RFQ?
  - See answer to No. 2. This would not exclude the submission of conceptual plans, but submittal focus should be on the approach.
- 5. Will the SAA kindly consider extending the due date by 2 weeks as the answers to these questions are critical to the proper formation of our team and ability to respond?
  - We will not be extending the due date.
- 6. Does a component firm team member signing in at the mandatory pre-submittal conference satisfy the requirement that "a representative of each prospective entity is required to attend the mandatory pre-submittal conference and to sign the SAA's attendance roster on behalf of the proposing entity prior to the mandatory pre-submittal conference adjourning in order for a proposal to be considered by the SAA," OR does the person have to work at the Prime Proposer's firm?
  - A component firm team member is an acceptable representative for the mandatory pre-submittal conference.
- 7. What are the requirements for a firm to prime this contract? Can it be a planning and design firm or must it be a real estate broker or development firm?
  - There are no stated requirements. We are looking for proven related experience and an approach that is both innovative and realistic.

**END OF RESPONSE TO RFI – No. 2**

By: Diane Crews  
President/CEO