



**REQUEST FOR PROPOSALS
19-01
INTERACTIVE COMPUTER
BASED TRAINING SYSTEM**

**RFP ADDENDUM No. 1
ISSUE DATE: January 18, 2019
REVISED DEADLINE: February 8, 2019 at 3:30 PM Eastern Time**

This addendum is being issued to modify some sections of the RFP as well as to answer submitted questions.

I. MODIFICATIONS:

1. **NOTICE:** The Deadline for Submissions has been extended until February 8, 2019 3:30 PM EST.
2. **REVISIONS:** Page 2- Description, anticipated contract negotiation time frame
The Anticipated Milestone Schedule on Page 10 is correct.
Contract negotiation is anticipated to occur in April 2019

II. ANSWERS TO SUBMITTED QUESTIONS:

1. Cover – Due to respondents having less than 2 weeks to assemble responses to the question responses by CRAA; will there be an extension the deadline for submissions?

ANSWER: The Capital Region Airport Authority will extend the deadline for submissions to February 8, 2019.

2. Page 2 - States: "Negotiation of a contract with the highest ranked, responsive and responsible Respondent is anticipated to occur in January 2019." **Is the correct date for projected contracting that which is listed on Page 10 Sec. 3?**

ANSWER: As answered in 'Modifications' above, Page 10 is correct

3. Page 4 – Facility Tour: **Has a date been determined for this?**

Answer: If a facility tour is being requested, one can be scheduled. A date has not yet been set.

4. Page 8 Sec. 3 - 1.d. – **Please clarify this requirement:** "Be capable of storing information provided by each individual respondent and manipulate that information

in such a way as to provide additional information based on the data received from each individual's response”

Answer: This section refers to the program being able to generate reports and scores, allowing the Authority to set a minimum passing score, generate commonly missed questions, averages etc.

5. Page 9 Sec. 3 – 3.d. – “Utilize the internet connection provided by the existing Airport network. The Airport network will provide for a secured network connection.” **Does the airport intend the vendor to utilize an HTTPS connection with a SSL certificate?**

Answer: Yes the Authority does intend the vendor to utilize an HTTPS connection with a SSL certificate to ensure the integrity of the training records and ensure that Sensitive Security Information is protected.

6. Page 14 Sec. 5 – 3.a.iii. – “Government/State Contracts” – **Does the airport want a listing of the vehicles used for procurement or does the airport want a list of work being accomplished for other than airport agencies?**

Answer: The Authority is requesting a listing of the vehicles used for procurement.

7. Page 6 Sec. 4.2. states the need for a Proposer Affidavit. – Is there a specific format required by the airport?

Answer: We believe this question refers to Page 11 Section 4 #2- Proposer Affidavit. The Authority does not have a specific format required. The proposer may generate their own.

8. Relating to Section 5 – Submittal Requirements and Evaluation Criteria : The Authority requests the proposer provides References within Tab 2, Section ii (Required Forms) and Tab 8 (References) using Exhibit B. Does the Authority require the proposer to supply this information in both locations (Tab 2 and Tab 8), or are the references required between Tab 2 and Tab 8 different in nature?

Answer: Please include in Tab 2 the Letter of Submittal (Exhibit A) and three references in Tab 8 (Exhibit B)

9. Relating to Attachment A (Form of Agreement) – Section 9.3, Termination for Convenience: Would the Authority agree to a 30-day termination notice instead of immediate cessation of services?

Answer: Any requested changes to the Form of Agreement (Attachment A) should be listed in Tab 9- Proposed Exceptions

10. Relating to Attachment A (Form of Agreement) – Section 11, Consequential Damages: Would the Authority agree to strike the following language from the agreement as the existing indemnification clause includes broad language as to the parties obligations regarding indemnification, **“In no event shall either of the parties hereto be liable to the other for payment of any consequential damages resulting from the default in the performance of their respective obligations under this Agreement. However, the provisions of this Section shall not apply in any way to Vendor’s obligations to indemnify any Indemnified Party pursuant to Section 14 hereof and for any events covered by insurance, or the result of gross negligence, or the result of an intentional act. All other consequential damages shall be limited to the amount of Vendor’s contract.”**?

Answer: Any requested changes to the Form of Agreement (Attachment A) should be listed in Tab 9- Proposed Exceptions

< End of Addendum #1 >