



ADDENDUM NUMBER 2

October 15, 2009

to

REQUEST FOR PROPOSALS

for

Ticketing and Baggage Claim Curbside Modernization and Related Work

HCAA Project Number 8030 10
TAMPA INTERNATIONAL AIRPORT
Tampa, Florida

THE FOLLOWING ITEMS ARE MADE AND HEREBY BECOME A PART OF THE REQUEST FOR PROPOSAL DATED SEPTEMBER 24, 2009, FOR TICKETING AND BAGGAGE CLAIM MODERNIZATION AND RELATED WORK AT TAMPA INTERNATIONAL AIRPORT, TAMPA, FLORIDA, AS PREPARED BY PLANNING AND DEVELOPMENT.

CONTRACT SPECIFICATIONS

Make the following changes or replace the following pages:

Page Number	Description
Page 10 of 14 of the RFP	Remove Page 10 of 14 of the RFP and Replace with revised Page 10 of 14 of the RFP
Appendix D	Remove Appendix D and Replace with revised Appendix D. Provided form field box to allow project number to be input to list up to 12 projects as requested in the RFP.

ATTACHMENTS

Page 10 of 14 of the RFP
Appendix D, Page 1

HCAA PLANNING AND DEVELOPMENT

Keith Schrimp, Senior Architect

End of Addendum 2

- B. Submit an organizational diagram clearly identifying key and support personnel, their firm and their functional relationship to each other. Include on the organizational diagram the name of the project manager who will have the responsibility for managing and coordinating all work under the Agreement.
- C. Provide a written response clearly defining responsibilities, contractual relationships and roles of all design team firms. If there are two or more firms of the same discipline listed, explain the relationship responsibilities and roles of each firm in detail.

6.2 Key and Support Personnel Staffing

Do not reference Standard Form 330 when responding to the key and support personnel staffing section.

- A. Fully complete and submit Appendix B entitled Key and Support Personnel Data Form. The same individual can be listed in more than one project role. Key and support personnel which are required are identified on the form. Only include those personnel by discipline as shown on Appendix B.
- B. For each key personnel listed in Appendix B, provide two project references within the last five years which include the following: project title, **project completion date**, project description, name of reference, name of firm, title, telephone number, and responsibility on referenced project.
- C. Fully complete and submit Appendix C entitled Key and Support Personnel Resumes for each of the personnel listed in Appendix B. List previous work by key and support personnel on projects comparable to those listed in the scope of services in which they had an identifiable, responsible role in the last ten years whether or not with their current firm. List no more than five projects for any key or support personnel. For each individual, these forms must be completed for every project. These forms may be duplicated as many times as necessary.

6.3 Team's Experience in Work of Comparable Scope and Complexity

- A. Fully complete and submit Appendix D entitled Team's Experience matrix. List no more than six projects of comparable scope and complexity that have been accomplished by the firm(s) comprising the team with the various key personnel and support personnel proposed for this Agreement. Indicate which key personnel and support personnel, as proposed for this Agreement, had an identifiable, significant role and describe their specific roles and responsibilities performed on each project.

**APPENDIX D
TEAM'S EXPERIENCE MATRIX**

Ticketing and Baggage Claim Curbside Modernization and Related Work
Request For Proposals

September 24, 2009

PROJECT DETAILS	PROJECT #	PROJECT #
PROJECT NAME		
OWNER		
NAME OF OWNER'S PROJECT REPRESENTATIVE		
TITLE		
TELEPHONE NUMBER		
DEFINITIVE DESCRIPTION OF PROJECT		
UNIQUE FEATURES OF THE DESIGN OR SPECIAL CONDITIONS		
PROJECT BUDGET		
COMMENCEMENT DATE		
COMPLETION DATE (actual or scheduled)		
KEY AND SUPPORT PERSONNEL NAME AND PROJECT ROLE		
FIRM'S ROLE, RESPONSIBILITIES (prime or sub-consultant)		