

## ADDENDUM #1

TO

### SPECIFICATION AND CONTRACT DOCUMENTS

March 31, 2017

TO: ALL PLAN HOLDERS

FOR: RFP-001-2017  
AIRPORT PROPERTY APPRAISAL SERVICES

The purpose of addendum #1 is to answer questions received to date and provide further clarification.

**Contractor must acknowledge receipt of all addenda with proposal on the form provided herein.**

Please provide the following so we can better assess the scope of the project.

1. Airport Layout Plan  
Answer: See Attachment A.
2. Airport Master Plan  
Answer: Not available in format for distribution.
3. Airport Property Map, indicating what properties are leased and what properties are proposed to be leased, as well as which properties include land only and which properties include buildings.  
Answer: See Attachment B.
4. Rent Roll with name of tenant, land and building areas lease from the airport, as well as the type of building (i.e. box hangar, t-hangar, terminal, warehouse, etc.) and indicate if the property is considered aeronautical or non-aviation.  
Answer: See Attachment C.
5. Indicate if the airport wants user fees (tie downs, fuel flowage, etc.) included in the appraisal.  
Answer: No.
6. Indicate if the airport wants rental rates for aeronautical and pavement and non-aviation parcels on a site specific or generic basis.  
Answer: We want the generic rental rates per square foot for both aeronautical and non – aeronautical use; rental rates for just land per square foot for both aeronautical and non-aeronautical use. Currently we have a MRO facility renting based on acreage rental fees with all the

buildings included in the acreage fee. Their rental fee includes both the acreage and buildings. They should have a site specific rental fee rate.

7. Is there a list of aviation and non-aviation parcels to be appraised available for our review? I see multiple hangars, FBO terminal, warehouses, etc. and see some commercial parcels but I am unclear as to how many parcels/leaseholds are to be appraised.

Answer: Please see Attachment C labeled Rent Roll. A separate appraisal of each parcel is not required. The rental rate per square foot for aviation and non-aviation property is required. For hangars we want the rental rate per square foot for three different groups: (a) T-hangars (b) regular aircraft storage hangars and (c) maintenance hangars.

8. Is there an expected turnaround or completion date from authorization to proceed with the appraisal work?

Answer: Our desired turnaround time is 6 months.

9. Can you confirm that this assignment is to include all rent valuations in a single report?

Answer: Yes, rent valuations must be in one report.

No. 1 Dated \_\_\_\_\_

Signature: \_\_\_\_\_

THIS FORM MUST BE INCLUDED WITH PROPOSAL