

**REQUEST FOR QUALIFICATIONS FOR AIRPORT ENGINEERING SERVICES
RESPONSE TO QUESTIONS**

December 29, 2025

RE: Request For Qualifications Dated November 26, 2025
Response to Questions Submitted through December 29, 2025

Question #1:

Are we able to see the sign-in sheet from the Pre-Submittal Meeting? The RFQ allows YCAA to post the sign-in sheet at your discretion.

Answer #1:

The sign-in sheet from the December 10, 2025 RFQ Pre-Submittal Conference is attached.

Question #2:

There is a slight discrepancy in the sections about the agreement terms. On page 6, we are to provide a statement acknowledging my firm's willingness to accept the agreement terms or identify specific exemptions. However, on Page 8, it says that by submitting an SOQ, we will execute the contract without modifications. Are we able to provide exceptions or modifications? If yes, do we submit our proposed modifications as part of the response?

Answer #2:

The Sample Contract included in the RFQ will undergo revisions to identify the parties to the agreement and will be subject to review by applicable grantor agencies and legal counsel to ensure compliance with current regulatory requirements.

YCAA may consider immaterial adjustments to contract language proposed by the selected firm during the contract negotiation process, subject to legal and regulatory review. Identifying such immaterial adjustments as part of the SOQ is not required.

If a firm anticipates requesting material changes to the Sample Contract defined as changes that would significantly alter the purpose of the agreement, the scope of services, risk allocation, or the contract's ability to obtain regulatory or grant approval those proposed changes must be identified with reasonable specificity in the SOQ.

Request for Qualifications for Airport Engineering Services

Answers to Questions

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Question #3:

For Section B.2 asking for all Yuma International Airport or projects at airports of similar size, what type of information are you looking for? Do you just want the name and location of the project or additional details like asked in B.1 a-f?

Answer #3:

In responding to Section B.2, for projects not already listed by the firm in Section B.1, please provide project information specified in Section B.1 a-f.

Question #4:

Regarding the references, will you be contacting all references submitted in the RFQ or just choosing a few from the list?

Answer #4:

As stipulated in the RFQ, the Selection Committee will evaluate each SOQ according to the criteria set forth in Section VI and select at least three (3) finalists for consideration. The YCAA will then perform a reference verification process by contacting and interviewing the references provided by each of the finalists in their SOQ submittal. It is our intention to contact all references provided.

Question #5:

Are proposal scores thrown out for the top three finalists and scoring is dependent on the reference interviews?

Answer #5:

The successful firm or firms (or team) will be selected through a qualifications-based selection process which will consist of two evaluated elements: (1) Statements of Qualifications (SOQs) submitted in response to this RFQ, and (2) Reference verification of the finalists. The Statement of Qualifications results in a numerical score while the reference verification results in subjective information to be considered by the Selection Committee. The Selection Committee will not “throw out” the numerical scores of the top three firms during the process but will come to a consensus on the selection while considering both elements of the process.

YUMA COUNTY AIRPORT AUTHORITY, INC.



Gladys D. Brown, CM, CAE
Airport Director

Attached: December 10, 2025 RFQ Pre-Submittal Conference Sign-In Sheet

Yuma International Airport



Yuma County Airport Authority 2191 E 32nd St, Ste 218, Yuma, AZ 85365 (928) 726-5882

PORT OF OPPORTUNITY

"On-Call" A&E Services RFQ Pre-Submittal Conference **Wednesday, December 10, 2025, at 12:00PM**

Please Sign In

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