

**ADDENDUM NO. 04**



**ON-CALL PROFESSIONAL CONSULTING SERVICES TO DESIGN AND ENGINEER  
JMAA PROJECTS AT JACKSON-MEDGAR WILEY EVERS INTERNATIONAL  
AIRPORT (JAN) AND HAWKINS FIELD AIRPORT (HKS)**

**JMAA PROJECT NO. 002-24**

**DATED DECEMBER 19, 2023**

This Addendum No. 4 ("Addendum") to the Request for Qualifications ("RFQ") for services in connection with On-Call Professional Consulting Services to Design and Engineer JMAA Projects at JAN and HKS, JMAA Project No. 002-24 as of this, 19th day of December 2023.

1. Defined Terms. Capitalized terms used but not defined in the Addendum have the respective meanings given in the RFQ.
2. Questions and Answers. The following questions were submitted by Respondents before the Deadline for Questions which was Tuesday, November 28, 2023, at 4:00 p.m. (CST).

- a. Can an index of items to be included and their order be provided?

Answer: Please see Exhibit 13.

- b. Can the SF 330 forms be provided as an appendix?

Answer: Yes.

- c. Exhibit 4 states JMAA has established a goal of 0.00% for DBE participation, however, the RFQ states a 30% DBE goal. Can you confirm the correct percentage?

Answer: The DBE Participation Goal is 30.0%.

- d. Regarding the SF330 Part II – do you want a Part II from the locations of only key personnel that will have resumes included or all personnel listed on the org. chart?

Addendum #4 to RFQ

**ON-CALL PROFESSIONAL CONSULTING SERVICES TO DESIGN AND ENGINEER  
JMAA PROJECTS AT JAN AND HKS  
JMAA Project No. 002-24**

Answer: All personnel listed on the org chart.

- e. Exhibit 6, Part I & II requires a dollar value for services provided by Sub-Consultant and/or Lower Tier Subconsultant. Please clarify as these are on-call services and conflict with other portions of the RFQ.

Answer: No dollar value for services provided by Sub-Consultant and/or Lower Tier Subconsultants are needed.

3. Acknowledgement of Addendum. Per the General Requirement of the RFQ. Respondents must acknowledge receipt of this, and any other Addendum issued in support of this RFQ utilizing the Acknowledgement of Receipt of Addendum form provided in this Addendum as **Attachment 2**. Submit completed Acknowledgement of Receipt of Addendum forms, for each Addendum issued with Statement of Qualifications.

JACKSON MUNICIPAL AIRPORT AUTHORITY

Date: December 19, 2023



Eric Williams  
Director of Procurement

Addendum #4 to RFQ  
ON-CALL PROFESSIONAL CONSULTING SERVICES TO DESIGN AND ENGINEER  
JMAA PROJECTS AT JAN AND HKS  
JMAA Project No. 002-24

**ATTACHMENT 2**  
**ACKNOWLEDGEMENT OF RECEIPT OF ADDENDUM**  
**ADDENDUM NO. 4**  
**ISSUE DATE: DECEMBER 19, 2023**  
**REQUEST FOR QUALIFICATIONS**

**ON-CALL PROFESSIONAL CONSULTING SERVICES TO DESIGN AND ENGINEER  
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JMAA PROJECT NO. 002-24**

By signing this document, I \_\_\_\_\_, acknowledge this receipt of the above-mentioned addendum and that it shall be included with the Request for Bid submitted for consideration for the above-mentioned Bid.

Name of Firm \_\_\_\_\_

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Addendum #4 to RFQ  
ON-CALL PROFESSIONAL CONSULTING SERVICES TO DESIGN AND ENGINEER  
JMAA PROJECTS AT JAN AND HKS  
JMAA Project No. 002-24