



**RFP No. 24-07-11105**  
**Commercial Air Service and Cargo Consultant Services**

**Release Date: April 26, 2024**  
**Addendum No. 01**

**Submitted Questions and Responses**

Question #1. On the Proposal Form, page 3 of 3, how should a Limited Liability Company that is not a Corporation, Partnership, or Individual respond?

**Response: The Respondent can write in that section that they are a Limited Liability Company.**

Question #2. Section 1.07 on page 4 of 29: Do we have to list each member of the LLC in the proposal or just make sure it's signed by an authorized person?

**Response: Please list the authorized certifying official for the firm and have them sign the proposal.**

Question #3. Can the example of a strategy, forecast, analysis or presentation include past work performed for JAA?

**Response: Yes, work performed for JAA can be included.**

Question #4. For the Proposal Form, under additional hourly rates – we have 13 employees but there is only space for 6 – should we add an additional page for the remaining 7 employees or just list titles and the corresponding rates for our 6 different staff classifications?

**Response: Rates for staff classification will be sufficient. If additional space is needed, an additional page can be included.**

**The Question and Answer period is closed.**

**Submittal Due Date is Monday, May 13, 2024 at 2:00 PM (local time)**