

May 5, 2017

**RFP CHANGE #1**

RE: Request for Proposals – **Aviation Facilities HVAC and Plumbing Services**

The Request for Proposals (RFP) for the above-mentioned services has been modified to clarify the RFP by addressing the following questions:

1. What forms are required from us to apply for retainer contracts for Aviation facilities water system services and HVAC/ plumbing services?

***A. Section 4 of the RFP outlines forms to be submitted. This will include Attachments B (rate sheet) and Attachments E – J. Note that 6 hard copies and 1 electronic copy is required to be considered compliant.***

2. Because this is not a bid, do we need to include more than the cover letter, background and experience, references, and price schedule for the retainer contract?

***A. See #1***

All other requirements and specifications as stated in the Request for Proposals shall remain unchanged.

Sincerely,

Bonnie Sanders  
VTrans Contracts Specialist