



Date: July 21, 2016

To: Prospective Proposers

From: Jason Burch, Director of Air Service & Marketing
Charlottesville-Albemarle Airport Authority

Subject: ADDENDUM #1
Request for Proposals: On-Call Commercial Multi-Trade Technician Services

Question 1: For clarification, the term of this contract is for one year with a possible re-up for up to four years?

Answer 1: That is correct. The contract is for an initial term of one year with the possibility of a renewal for up to four years.

Question 2: My company employs less than two workers and is not required by Virginia law to have workers' compensation insurance. Will I be required to obtain workers' compensation insurance if my company is awarded this contract?

Answer 2: Virginia law requires that an employer who regularly employs more than two part-time or full-time employees carry workers' compensation. Since your company employs less than two workers, you are not required to have workers' compensation insurance as long as your company is in compliance with Virginia state code.

Question 3: Can you define "on-call"?

Answer 3: The successful proposer will not be required to act immediately; however, the successful proposer will be expected to respond in a timely manner.

This addendum is required to be signed by the same person who signs the proposal document and is required to be returned with your proposal submission. Failure to do so may render the proposer's submittal non-responsive.

Signature: _____

Print Name: _____

Company: _____

Address: _____

Date: _____