

**Request for Proposal Q01100
Aviation Consultant
Addendum #1
March 17, 2023**

All changes to the Request for Proposal (RFP) are valid only if they are issued by written addendum. Each respondent must acknowledge receipt of any addenda in their proposal submission. Each respondent, by acknowledging receipt of any addenda, is responsible for the contents of the addenda and any changes to the proposal therein. Failure to acknowledge receipt of any addenda may cause the proposal to be rejected. If any language or figures contained in this addendum are in conflict with the original document this addendum shall prevail.

This addendum consists of the following questions received:

1. For clarity, is Harper College interested in developing a total of 4 aviation A.S. degree programs? To include:
 - Aviation Management
 - Aviation Maintenance (Part 147)
 - General
 - Airframe
 - Powerplant
 - Aviation Flight (Professional Pilot) (Part 141)
 - Aviation Technology - any specific concentration?

Response: Yes, those are the initial programs. However, we reserve the right to expand program offerings as there are additional areas for program growth, such as Air Traffic Controller, Aviation Security, Quality Control, Dispatcher etc.

2. Where it mentions "industry certification", do you mean FAA Part 141, 147 certification?

Response: Yes.

3. In section D.04, it mentions FAA Air Carrier. Is this referring to the FAA Part 141 Certificate?

Response: Yes.

4. Should I include travel expenses in the quote or do we negotiate that separately as needed? I don't expect having to visit Harper College often but I can possibly have to travel once or twice.

Response: Please include estimate travel expenses and other applicable services and fees in the proposal.

5. If my firm is woman own business outside of IL, do we have to be approved by the State of Illinois as a BEP vendor.

Response: Only firms certified by the state of Illinois count towards the BEP goal. If you are a certified MBE/WBE certified by a different agency include the certification documentation with your proposal submission along with the appropriate BEP forms.

6. Does Harper College anticipate establishing a partnership-based training program with established maintenance and pilot training providers? If yes, under what regulatory framework will the training providers operate? (i.e. under 14 C.F.R. Part 61, Part 141, etc.)

Response: Our intent is to follow CFR Part 141.

7. Pilot training may be accomplished under 14 C.F.R. part 61 (“Part 61”) or under 14 C.F.R. part 141 (“Part 141”). Has Harper College determined which regulatory scheme it will use? Or, will Harper College train under Part 61 until the FAA approves and certifies its Part 141 program?

Response: The intent is to follow CFR Part 141. Because the program will be delivered in phases (1. Aviation Management, 2. A&P, and 3. Pilots, etc.) that will allow ample time to earn FAA certification. However, the College is also open to discussing further options (program sequencing, implementation timelines, etc.) with identified consultant.

8. The Statement of Work, item D.04, references Harper College’s intent to obtain “FAA Air Carrier and Air Frame and Powerplant Certifications”.

a. 14 C.F.R. part 135 regulates air carries but it does not regulate or apply to pilot training schools. Pilot training schools are certificated and regulated under Part 141. Does Harper College intend to operate an air carrier under 14 C.F.R. part 135? Or, this statement meant to reference “Schools and Other Certificated Agencies” under Part 141?

b. Harper College cannot hold an Airframe and Powerplant certificate (“A&P”). A&P certificates are issued to individuals. Does Harper College intend to operate an Aviation Maintenance Technician School under 14 C.F.R. part 147?

Response: a. Statement references schools and other certificated agencies.

b. Yes, the intent is for Harper to operate under CFR Part 147.

9. Does Harper College anticipate establishing a presence at Schaumburg Regional Airport or another airport facility in the area?

Response: Yes, Harper intends to establish a presence at an airport facility within the area but exact location has not yet been determined.

10. Has Harper College District or any affiliated economic development organization, including the Village of Palatine or Cook County, conducted preliminary research on the demand for aviation industry certification in the area?

Response: Yes.

11. Does Harper College have partnerships with STEM based high schools or other facilities in the region?

Response: Yes.

12. Has Harper College budgeted funds or established institutional limits for the development of the programs?

Response: Yes, however we continually look to identify additional funding sources.

13. On the Pricing Proposal (page 17 of the proposal, which is marked “page 5”), the proposal states the following: Develop and Implement a Strategy as outlined in RFP, includes but are not limited to:… Support for the Purchase of Necessary Tools and Equipment, Identifying Space and Facility Requirements. What percentage of the project budget does “Support” describe in the project description?

Response: Approximately 15%. The expectation for the consultant is to assist the College to identify space, purchase and donation of parts and equipment, and facility requirements.

14. Is Harper College pursuing or has it obtained FAA, state, and/or other federal grant monies in pursuit of this effort?
Response: Yes.
15. Is Harper College pursuing or has it obtained private partnership/sponsorship in the pursuit of this effort?
Response: Yes.
16. Does Harper College intend to make available to its consultant the recruitment and marketing plans that Harper College has used to recruit and market other programs that it offers?
Response: Open for discussion and consideration.
17. At what airport does the College propose to house the FAR Part 141 and FAR Part 147 facilities?
Response: Not yet determined.
18. Will they be housed together or at separate locations?
Response: Preference is to house together.
19. How many aircraft does the College propose to utilize in its FAR Part 141 Flight School?
Response: Not yet determined.
20. Who would the College propose to contract with for fueling and ground services?
Response: Not yet determined.
21. Will there be an aviation maintenance department that will ensure airworthiness of their fleet? This should include an Avionics Department if appropriate.
Response: Yes - can be a partnership with regional airport and/or other aircraft facility.
22. What makes and models of aircraft does the College propose to operate in the FAR Part 141 Flight School?
Response: Not yet determined.
23. Does the College have anyone on staff that can perform conformity inspections and aircraft record reviews for aircraft that you wish to purchase?
Response: Not at this time.
24. Does the College propose to operate twin engine aircraft as well as single engine aircraft?
Response: Yes.
25. Does the College propose to offer a full flight program from Private to Commercial and ATP?
Response: Still under discussion - no final decision has been made at this time.
26. Does the College propose to hire full time Flight Instructors including CFI's and Check Airman?
Response: The College will hire full time and part time qualified faculty.
27. Does the College propose to perform all its maintenance in – house or to contract out such maintenance to a third party?
Response: The intent is to contract out maintenance work.

28. If third-party, does the College have a Part 145 facility in mind or will use a licensed A&P technician with Inspection Authorization privileges?, to conduct Annual, 100-hour Inspections, Airworthiness Directives, and other maintenance requirements?
Response: The College has not yet identified a Part 145 facility.
29. Will the College pursue a FAA part 145 Repair Station certification to perform the maintenance on the aircraft under its control?, or will it contract out the maintenance?
Response: At this time, the intent is to contract out the maintenance.
30. Will the college coordinate with the Veterans Administration on various training programs for veterans?
Response: Yes.
31. Does the College plan to include Foreign Students?
Response: Yes, Harper College does not discriminate, (similar to all other programs offered) the program is open to all students who meet program requirements, regardless of race, gender, ethnicity, religion and/or national origin.
32. Does the contract provide for the contractor to train College personnel in the various programs and systems that will be needed to successfully oversee said training?
Response: Yes.
33. Will the college contract with a Designated Pilot Examiner (DPE) for the various testing standards or will they obtain their own DPE?
Response: No final decision has been made yet.
34. Will the College pursue all the training aids and tooling for the FAR Part 147 maintenance school?
Response: Yes.
35. Will the college contract with Designated Mechanic Examiners (DME) for the Oral and Practical Test Standards?, or will they obtain their own DME?
Response: No final decision has been made yet.
36. Will the College pursue any Avionics training programs as part of the FAR Part 147 school?
Response: Yes.
37. Will the College have full time maintenance Instructors on staff to oversee the program?
Response: No final decision has been made regarding the total number of full time and/or part time instructors that will be hired.
38. How does the College see the management of the Aviation Management program, what are the expected outcomes?
Response: The goal is to provide students with the theoretical and practical skills(including adherence to all regulatory compliance, safety rules and regulations) needed to successfully complete the program and become gainfully employed within the aviation industry.
39. How does the College see the management of the Aviation technology program and what are the expected outcomes?
Response: See the answer in Question 38.

40. Does the college have a plan to obtain all necessary tools, equipment, and machinery to support the Part 147 AMT prior to initial certification?
Response: Yes.
41. Has the College pursued the proper manuals and procedural documents for both the FAR Part 147 and FAR Part 141 curriculums?
Response: Yes.
42. Has the College had a representative reach out to the FAA Flight Standards District Office to alert them of the proposal regarding said contract?
Response: While the College has had conversations with FAA, we have not discussed this specific RFP with them.
43. Does the College have a full time Risk Management staff that is familiar with aviation systems and programs?
Response: The College does have Risk Management staff, but they will require additional training that is specific to aviation.
44. Does the College have a Quality assurance and Quality control department on-staff that can oversee the programs proposed?
Response: Yes, all programs go through a rigorous approval process by our Curriculum Committee and daily program supervision is handled by Program Chairs and Coordinators.
45. Is anyone on the College staff familiar with FAA Safety programs such as SMS, SAS , System Safety? If not, would the college require/need some training from the consultant in these areas?
Response: While there is familiarity, additional training is needed and welcomed.
46. Does the College propose to “interface” with a major Carrier or Operator to provide for seamless employment after the official training has been met by the students?
Response: Yes.
47. Is the College familiar with the process to obtain the proper certification and the time limits required that could be imposed toward that goal?
Response: Yes.
48. "Dispatch"... how will coordination of flights and maintenance be handled? Will they be using a dispatch controller? This controller department needs to know what aircraft are in maintenance and what is airworthy. At the same time, they need to know what flight instructors are available and their currency status to match students.
Response: Dispatch controller is also one of the programs under consideration.

Sincerely,
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