



**FIRST ADDENDUM TO THE RFP FOR  
AIRPORT BUSINESS SERVICES  
AT ST. LOUIS LAMBERT INTERNATIONAL AIRPORT®**

February 24, 2026

Dear Prospective Proposers:

Attached is the First Addendum to the Request For Proposals for **Airport Business Services** at St. Louis Lambert International Airport dated January 29, 2026 (“**RFP**”). First Addendum is being issued to do the following:

- a. Provide Proposers with the Pre-Proposal Zoom Meeting Sign In Sheet, attached hereto and incorporated herein as Attachment 1 of this First Addendum.
- b. Answer Proposer’s questions.

**The City of St. Louis Airport Authority (“Authority”) reserves the right to reject any and all proposals, to advertise for new proposals, to cancel this RFP, and/or proceed to have the services performed otherwise. The submission of a proposal by a Proposer shall not in any way commit the City of St. Louis or the Authority to enter into an Agreement with that Proposer or any other Proposer.**

**All other terms, conditions, and provisions of the RFP not inconsistent with this First Addendum are unchanged and remain in full force and effect.**

Sincerely,

*Delia Cummings*

Delia Cummings  
Contract Supervisor

Encl.

## QUESTIONS AND ANSWERS

- Q1. Item H, on page 11 under Statement of Qualifications – Are local subconsultants (MBE/WBE) required since there are no goals mentioned in the RFP? (Note: Refer to Item C, on page 26 under Subcontracting and Assignment)
- A1. The Airport encourages the utilization of all small business enterprises. See Section 22.0 of the RFP.
- Q2. Item A, on page 20 under “Award of Contracts” states that the City may select one or more Proposers – Is the City looking to select more than one Airport Consultant to provide services listed under Scope of Work?
- A2. There are no plans at this time to select more than one consultant.
- Q3. Item I, on page 28 under Subcontracting and Assignment – what might be considered mobilization cost under this contract?
- A3. Mobilization costs do not apply to this agreement.
- Q4. Item 7.I on page 12 states “Proposer and all proposed subconsultants/subcontractors must currently be licensed to do business in the State of Missouri, or have applied for and meet the qualifications for obtaining a license to do business in the State of Missouri and **can obtain the license prior to the Commencement Date of the Agreement.** Proposer shall furnish a copy of Proposer’s license and a copy of all proposed subconsultant’s/subcontractor’s licenses. The Proposer and all proposed subconsultants/subcontractors must also submit proof of registration with the Missouri Secretary of State. “However, page 22 under “Required Submittals” Item J lists License(s) and Certificate(s) of Good Standing as a required submittal. Are all licenses due at the time of submittal or can the license be submitted prior to the Commencement Date of the Agreement?”
- A4. Proposers must submit licenses, good standing certificates and registrations, or proof of application for these documents. See also Section 18.0 “Required Submittals” of the RFP.
- Q5. There is no form in which to provide a fee. Will a form be provided?
- A5. There is no provided form. The Proposer is responsible for formatting their response. See Section 7.G, 7.H, “Statement of Qualifications” and Section 18.I, “Required Submittals” of the RFP.

- Q6. Is the solicitation an RFP or and RFQ. Both are referred to in the document.
- A6. This is a Request For Proposals (RFP)

**ATTACHMENT 1**

**Pre-Proposal Zoom Meeting  
Airport Business Services  
February 17, 2026  
9:30 a.m. Local Time**

**SIGN IN SHEET**

<b><u>Name</u></b>	<b><u>Company</u></b>	<b><u>Email</u></b>
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Delia Cummings	Properties Division	dfcummings@flystl.com
Antonio Strong	Director's Office	N/A