

STATE OF ALASKA
DEPARTMENT OF TRANSPORTATION AND PUBLIC FACILITIES
TED STEVENS ANCHORAGE INTERNATIONAL AIRPORT

Addendum No. 1

Issue Date: November 30, 2023

**REQUEST FOR PROPOSALS CONCOURSE C AMENITIES SUITE C2132
ADA-32495**

The following changes and/or additions are hereby made to subject Request For Proposal (RFP):

1. **Replace** Page 2 & 11 of the RFP document with the attached **Page 2R & 11R** identified as Addendum No. 1 dated November 30, 2023 to correct mailing address on both.
2. **Replace** Online Public Notice with the attached Public Notice Revision 11.30.23, to correct Optional Pre-Proposal Tour date to **THURSDAY** December 7, 2023.
3. **Responses to Questions and Comments to Date:** Questions & Answers, identified as Addendum No. 1 dated November 30, 2023.

All other terms, conditions and specifications remain unchanged.

An electronic (.pdf) copy of the Request For Proposal is available at State of Alaska's website under Online Public Notices or this link <http://notice.alaska.gov/213301> It is your responsibility to periodically check the website for any addenda.

ANY QUESTIONS REGARDING ADDENDUM #1 MUST BE SUBMITTED IN WRITING TO APRIL.VELASCO@ALASKA.GOV NO LATER THAN DECEMBER 11, 2023.

Please reference the Concession Agreement number ADA-32495.

The Proposal must be provided as further detailed in the Terms of Request and Instructions for Proposers or defined therein must be delivered as described in the RFP and must be received by the Airport's Leasing Department by January 18, 2024, by 4:00 pm AKST Time, or as later extended by written amendment (Proposal Deadline).

RFP KEY INFORMATION:

Request For Proposal Published:	November 20, 2023
Submit Questions or Comments:	November 28, 2023, by 4:00 pm AKST
Response via Addenda to Questions or Comments if necessary:	To Be Announced
Submit RSVP for Optional Pre-Proposal Tour:	December 7, 2023, by 9:00 am AKST
Optional Pre-Proposal Tour:	December 7, 2023, at 10:00 am AKST
Submit Questions or Comments from Tour Due:	December 11, 2023, by 4:00 pm AKST
Response via Addenda to Questions or Comments:	To be Announced
Final submission of Questions or Comments:	January 8, 2024, by 4:00 pm AKST
Final Response via Addenda to Questions or Comments:	To be Announced
Proposals Due:	January 18, 2024, by 4:00 pm AKST

NOTE: THE ABOVE SCHEDULE REFLECTS ONLY ESTIMATED DATES AND PERIODS BETWEEN EVENTS AND IS SUBJECT TO CHANGE.

SEALED PROPOSALS MUST INCLUDE:

Proposal Processing Fee of \$100.00	Notarized Proposer's Affidavit & Request to Negotiate
Proposal Deposit of \$5,000.00	ACDBE Participation Form
Base Proposal- One (1) signed original. Three (3) additional single-sided, unbound complete copies. One (1) flash drive containing a PDF version of the proposal must be included.	ACDBE Documentation of Good Faith Efforts Form

The above-listed and all attachments must be provided as further detailed in the Terms and Request and Instructions or defined herein must be delivered as described in this RFP and must be received by the Airport's Leasing Department by January 18, 2024, by 4:00 pm AKST, or as later extended by written amendment (Proposal Deadline).

DELIVERY INSTRUCTIONS:

A Proposer must deliver or mail a sealed complete proposal, and include the following, clearly and legibly written or typed on the outside of the package/envelope addressed to:

Delivered via Standard Mail:
Ted Stevens Anchorage International Airport
ATTN: April Velasco
Leasing Department
5000 W. International Airport Road
P.O. Box 196960
Anchorage, AK 99519-6960

Delivered via Courier or Hand Delivery:
Ted Stevens Anchorage International Airport
ATTN: April Velasco
Leasing Department, Room C3890, 3RD Floor,
South Terminal
5000 W. International Airport Road
Anchorage, AK 99502

The following **MUST BE** written or typed on the front of the Proposal Package/Envelope:

- 1) **Return Address Information**-Proposer's Name, Phone Number, Address, City, State, and Zip Code.
- 2) **"RFP ADA-32495 Suite C2132"** must be written or typed on the front of the package/envelope.

The Base Proposal must also include:

1. A Financial Term Sheet that addresses the below details:
 - a. The proposed Percentage Fees (not less than 10% for food & beverage, and 15% for alcohol and merchandise);
 - b. Projected Agreement Year 1 Gross Revenues (as described in Section D.1, Revenues to the State);
 - c. Proposed dollar amount per square foot of Premises for the temporary Build-Out Rent period from March 1, 2024 to May 31, 2024; and
 - d. Proposed construction investment amount per square foot of Premises.

II. Expanded Base Proposal:

In the event that the Airport is unable to properly distinguish between Proposers by evaluating the Base Proposal described in Section A, above, the Airport reserves the right to issue an addendum requesting an Expanded Base Proposal. The addendum will identify any specific matters about which the Airport seeks greater description or discussion in order to score proposals for negotiation.

N. PROPOSAL SUBMITTAL:

Each Proposer must submit a complete, sealed proposal package, including:

Proposal Processing Fee of \$100.00	Notarized Proposer's Affidavit & Request to Negotiate
Proposal Deposit of \$5,000.00	ACDBE Participation Form
Base Proposal - One (1) signed original. Three (3) additional single-sided, unbound complete copies. One (1) flash drive containing a PDF version of the proposal must be included.	ACDBE Documentation of Good Faith Efforts Form

The above-listed and all attachments must be provided as further detailed in the Terms and Request and Instructions or defined herein must be delivered as described in this RFP and must be received by the Airport's Leasing Department by January 18, 2024, by 4:00 pm AKST Time, or as later extended by written amendment (Proposal Deadline).

A Proposer must deliver or mail a sealed proposal, and it must include the following, clearly and legibly written or typed on the outside of the package/envelope addressed to:

Delivered via Standard Mail:
Ted Stevens Anchorage International Airport
ATTN: April Velasco
Leasing Department
5000 W. International Airport Road
P.O. Box 196960
Anchorage, AK 99519-6960

Delivered via Courier or Hand Delivery:
Ted Stevens Anchorage International Airport
ATTN: April Velasco
Leasing Department, Room C3890, 3RD Floor,
South Terminal
5000 W. International Airport Road
Anchorage, AK 99502

The following also **MUST BE** written or typed on the front of the Proposal Package/Envelope:

- 1) **Return Address Information**-Proposer's Name, Phone Number, Address, City, State, and Zip Code.
- 2) **"RFP ADA-32495 Suite C2132"** must also be written or typed on the front of the package/envelope.

In accordance with 17 AAC 42.400(a) – The following should be published: November 20, 2023, through January 18, 2024 (60 days) in the Alaska Online Public Notice System.

REQUEST FOR PROPOSALS (RFP): The State of Alaska, Department of Transportation and Public Facilities requests proposals for the non-exclusive rights and obligations to Concourse C Amenities Concession ADA-32495 in the South Terminal of the **Ted Stevens Anchorage International Airport**. **NATURE OF RIGHTS AND OBLIGATIONS:** The Concourse C Amenities Concession seeks the non-exclusive right to redevelop, renovate, lease and management of a service(s), a retail venture, or a food and beverage concession, located in the Concourse C, serving airline passengers, Airport employees, and other users of the Airport. The Premises will be made available “as-is.” **CONCESSION SPACE: Suite C2132** consisting of **600 sq. ft.** **TERM:** 5 YEARS (March 1, 2024 to February 28, 2029.) **FEES:** The Concessionaire shall pay the State percentages of the Concessionaire’s monthly gross revenues, based on submitted proposals and subsequent negotiations between the State and the Concessionaire; plus additional rent for the build-out period and for any support space(s). The Airport may also require a Minimum Annual Guarantee from the Concessionaire as part of the negotiated Concession Agreement. **CAPITAL INVESTMENT:** The successful proposer will be required to make a commitment to its proposed investment in the Amenities build-out and as Proposed in the RFP. **MINIMUM QUALIFICATIONS:** Within the past six (6) years, at least twenty-four (24) months of experience an Amenities operations at an airport, or comparable venture. Furthermore, all proposers must demonstrate that whether as an individual, an entity, or through an employed/contracted local manager, they possess the knowledge and experience to coordinate and execute any proposed design and build-out of the renovated Amenities Concession in C Concourse.

Request For Proposal (RFP) copies can be found at State of Alaska, Online Public Notice (OPN) website:

<http://notice.alaska.gov/213301>

All addenda and amendments will be posted online to the OPN Public Notice website.

Copies of the RFP, Sample Concession Agreement, and other pertinent documents are available between the hours of 8:00 AM and 4:00 PM (Alaska time), Monday through Friday, from the ANC Airport Leasing Office, or by calling the Leasing Office at (907) 266-2420 or (907) 266-5626. Request for copies of any documents will be subject to a fee, the posted rate of \$0.25 per page. All addenda and amendments will be posted online to the OPN Public Notice.

An optional pre-proposal conference will be held at 10:00 AM (Alaska time) on Thursday, December 7, 2023. Interested participants will meet at the Airport Staff Offices, 3rd Floor check in desk. The Administrative offices are located in between the North and South Terminals, at 5000 West International Airport Rd, Room C3890, 3rd Floor. Access Door to elevator is located off Tower Road or off the connector hall between North and South Terminal. Parking at the North Terminal is recommended. The nonrefundable processing fee for each proposal submitted is \$100.00. There is also a \$5,000.00 deposit required with each proposal; the Airport will fully refund the deposits of unsuccessful proposers. Comments, questions, and requests for information may be submitted in writing to: April Velasco (April.Velasco@alaska.gov), Leasing Office, Ted Stevens Anchorage International Airport, PO Box 196960, Anchorage, Alaska 99519-6960, **and must be received by 4:00 PM AKST on or before January 18, 2024.**

DOT&PF operates Federal Programs without regard to race, color, national origin, sex, age, or disability. Full Title VI Nondiscrimination Policy: dot.alaska.gov/tvi_statement.shtml. To file a complaint, go to: dot.alaska.gov/cv/rts/titlevi.shtml.

DOT&PF complies with Title II of the Americans with Disabilities Act of 1990. Individuals with disabilities who may need auxiliary aids, services, and/or special modifications to participate in public meetings or who require special accommodations while gathering information on this file, should contact the Airport Leasing Office at (907) 266-2420 or Alaska Relay at telephone number: 711. Requests should be made at least 5 days before the accommodation is needed to make any necessary arrangements.

The Department reserves the right to correct technical defects in lease language, the premises' description, lease term, or the purposes of the lease, and to reject any or all applications when doing so is in the best interests of the Department.

BY: April Velasco
April Velasco
Concession Leasing Specialist

DATE: 11/20/2023

I hereby certify that this notice was posted at Ted Stevens Anchorage International Airport, North and South Terminals, in view of the general public for a period of at least **60 calendar** days from November 20, 2023 to January 18, 2024.

SIGNATURE: _____
TITLE: _____
DATE: _____

STATE OF ALASKA
DEPARTMENT OF TRANSPORTATION AND PUBLIC FACILITIES
TED STEVENS ANCHORAGE INTERNATIONAL AIRPORT

Addendum No. 1

Issue Date: November 30, 2023

RESPONSE TO QUESTIONS AND COMMENTS TO DATE:

The following is provided by the State of Alaska, Department of Transportation & Public Facilities, Ted Stevens Anchorage International Airport in response to questions received relating to the for Concourse C Amenities Concession Agreement ADA-32495 Request For Proposals (RFP) document.

No statement provided in these questions/comments shall be deemed a modification in any way of the RFP. The only addition to, or modification of any part of the RFP must be included in an amendment.

QUESTION: Do you have more information on the December 7th site visit?

STATE RESPONSE: **Optional Pre-Proposal Tour:** The Airport will conduct an **Optional Pre-Proposal Tour on December 7, 2023, at 10:00 am AKST.** To participate in the optional Pre-Proposal Tour of C2132 at the Airport, it is important to strictly follow the Airport's Visitor Badging protocol, please arrive early enough to allow for this process. It is requested that if planning to attend the Pre-Proposal Tour please submit your **R.S.V.P. by 9:00 am AKST on December 7, 2023, via email with the following information: 1) Entire Full Name 2) Name of Company 3) Contact Phone Number to April.Velasco@alaska.gov.** The tour will commence at the Airport Staff Offices building, specifically the Leasing Department on the third floor. To gain access to the tour, it is essential to follow the Visitor's protocol at the front desk of the Leasing Department prior to being issued a Visitor's Badge and being escorted to C2132. See the attachment for directions to Parking and the Leasing Office. Be sure to bring your parking ticket with you as it will be validated by the Leasing Department. This optional tour is only to view space and no questions will be taken or responded to. **All questions and comments that may be a result of this tour must be submitted in writing via email to April.Velasco@alaska.gov no later than January 8, 2024, by 4:00 pm AKST.** An addenda will be issued with responses to questions/comments.

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Addendum No. 1

Issue Date: November 30, 2023

RESPONSE TO QUESTIONS AND COMMENTS TO DATE CONTINUED:

QUESTION: The ADA Public Notice Final has the pre-proposal conference dated Tuesday, December 7th. I wanted to verify that it is Thursday, December 7th, not Tuesday, December 5th. I am sure this is just a typo, but I would hate to miss the opportunity.

STATE RESPONSE: The Optional Pre-Proposal Tour is scheduled for Thursday December 7, 2023.

COMMENT: Would like to access to take wall measurements.

STATE RESPONSE: Measurements may be taken during the Optional Pre-Proposal Tour on Thursday December 7, 2023.

QUESTION: May my General Contractor and/or Architect come with me to Pre-Proposal Tour?

STATE RESPONSE: Yes, you may bring appropriate business-related person(s) to Pre-Proposal Tour. It is requested that if planning to attend the Pre-Proposal Tour please submit your R.S.V.P. by 9:00 am AKST on December 7, 2023, via email with the following information: 1) Entire Full Name 2) Name of Company 3) Contact Phone Number to April.Velasco@alaska.gov.