

**STATE OF ALASKA RFP NUMBER 2525H069
AMENDMENT NUMBER THREE (3)**

AMENDMENT ISSUING OFFICE:



Department of Transportation & Public Facilities
Statewide Contracting & Procurement
P.O. Box 112500
(3132 Channel Drive, Room 350)
Juneau, Alaska 99811-2500

THIS IS NOT AN ORDER

DATE AMENDMENT ISSUED: February 21, 2025

RFP TITLE: Airport Parking Operations in Kodiak, Alaska

DUE DATE: March 11, 2025 at 2:00 PM. (Alaska Standard Time)

This is a mandatory return Amendment. *Your bid may be considered non-responsive if this signed amendment is not received [in addition to your bid] by the date and time bids are due.*

Vendor Signature: _____

Date: _____

Printed Name: _____

Offerors Name: _____

The purpose of this Amendment #3 is to:

- **Answer Questions Received**
- **Modify The Deadline for Receipt of Proposals**
- **Modify Sections of the RFP**

Answers to Questions Received

Question #1

The new map that was sent out does not reference the current rental car leases but the language of the written RFP does. Is it the States intention to continue with those leases or rescind those leases and have the rental car companies work with the new parking management team? Just looking for some clarification and does the new map need updated to include rental car parking?

Answer #1

For a point of clarification, all rental car activity at the Kodiak Airport is authorized via Permit, not a Lease. As a permit, the DOT&PF has a greater level of control over the authorization and uses allowed, to include cancellation with a 30 day notice. Leasing staff will coordinate with the selected contractor and the rental car companies, based on the selected contractors approved operations plan. As written, the RFP anticipates that the selected contractor will have management responsibility for the space occupied by the rental car company vehicles and therefore some additional cost should be anticipated by the rental car companies for the service.

Question #2

Pg 10 and pg 23 talk specifically about how the management fee is calculated. Specifically that it is total revenue less operational costs. That delta is then multiplied by the management fee percentage. I would like some clarification on operational costs. Additionally numerous contractors would look to self perform some of the operational costs like snow removal, line striping, towing, etc. Will this be allowed or does the parking management company have to contract with a third party for those services? Who decides what "reasonable" operating costs are?

Answer #2

The selected contractor does not have to contract out any of the services that are required under this RFP. We will define Operating costs and Capital costs here:

Operating Costs - are the day-to-day expenses the selected contractor incurs to keep its parking lot open and operating. Examples would include, fuel, wages, paint, salt... Capital costs - are major purchases (over \$5,000) that are pre-approved by DOT&PF to make improvements to the parking area or equipment that is needed to manage the lot. Examples would include fencing, gates, parking controls... items that are permanently affixed to the premises.

Question #3

The State reserves a prompt pay discount of 5% in Sec 3.10. Am I to assume this would be on all services that are contracted for operational costs such as snow removal, etc. Also does this 5% discount apply to the management percentage fee paid back to the parking contractor?

Answer #3

Yes, and yes. Please see RFP Section 3.09.

Question #4

The lot that Kodiak residents currently think of as long term parking has exceeded its useful life. The pavement is failing and I would be afraid to put a plow truck on it or a sweeper to clean off chip gravel from the winter. Does the State plan on repaving this parking area this summer or what is the plan given the fact that it is no longer repairable and needs replaced?

Answer #4

Currently DOT has no plans to make improvements to this lot. This would be considered a capital expense.

Question #5

If the parking management contractor wishes to use fencing and gates to control access to the parking would that be at the management companies expense or the State? Assuming that it would be the responsibility of the new contractor would it be considered operational expenses or would it need to be funded from the percentage? I assume any parking payment kiosks would be handled in the same manner?

Answer #5

This would be a capital expense that would be covered under the contract as a reimbursable expense, after approved by DOT&PF. If approved the contractor would pay for and install the gates, fence and other similar infrastructure. Please see the answer to question #2 for additional detail.

Question #6

Long Term Parking areas asphalt is failing. What is the State's plan for replacement.

Answer #6

No current plan in place by DOT&PF

Question #7

Towing, etc does that get charged to operating expenses. This would be considered an operating cost.

Answer #7

See the response to question # 2.

Question #8

Concern for access to Island Air and Life Med Building

Answer #8

Access to remain open, only parking activity will be administered by the selected contractor. Overall spacing configurations may change based on input from the selected contractor.

Question #9

Amended Map does not show the leases for rental cars? What is the status of that?

Answer #9

Please see the response to a similar question #1.

Question #10

Who all is using the Employee Parking? Is there a fee?

Answer #10

Employees of Island Air, Alaska Airlines, TSA, Rental Car companies. No Parking fee currently. Employees must be actively working on airport to use this parking area. Fees may be charged under new parking administration.

Question #11

What is the rental car revenue for their permits?

Answer #11

DOT&PF collects a fee of \$625.00 annually for each multi-space permit held by a car rental company (land minimum per 17 AAC 45.127(k)).

Question 12

Is there an option to extend the contract longer than just the initial 3 years and one 5 year renewal?
Would the state consider doing a 5 year initial with two 5 year renewals.

Answer #12

Yes, this should be a 5 year initial term with a 5 year renewal. The group is open to a 3rd 5 year term if allowable.

Question #13

Do you see any likelihood the submittal date may be extended?

Answer #13

Please see modification 1.

Modifications to Sections of the RFP

Modification #1

RFP Section: **1.03 DEADLINE FOR RECEIPT OF PROPOSALS**

Is removed in its entirety and replaced with the following Language.

SEC. 1.03 DEADLINE FOR RECEIPT OF PROPOSALS

Proposals must be received no later than 2:00 PM prevailing Alaska Standard Time (AST) on March 11, 2025, as indicated by postmark or email timestamp and late proposals will not be considered.

Modification #2

RFP Section: **SEC. 1.11 RFP SCHEDULE**

Is removed in its entirety and replaced with the following Language.

SEC. 1.11 RFP SCHEDULE

RFP schedule set out herein represents the state's best estimate of the schedule that will be followed. If a component of this schedule, such as the deadline for receipt of proposals, is delayed, the rest of the schedule may be shifted accordingly. All times are Alaska Standard Time.

ACTIVITY	TIME	DATE
Issue Date / RFP Released	N/A	January 31, 2025
Pre-Proposal Conference	9:00 AM AST	February 12, 2025
Deadline for Receipt of Proposals / Proposal Due Date	2:00 PM AST	March 11, 2025
Proposal Evaluations Complete	N/A	March 17, 2025
Notice of Intent to Award	N/A	February 17, 2025
Contract Issued	N/A	March 28, 2025

This RFP does not, by itself, obligate the state. The state's obligation will commence when the contract is approved by the Commissioner of the Department of Transportation & Public Facilities, or the Commissioner's designee. Upon written notice to the contractor, the state may set a different starting date for the contract. The state will not be responsible for any work done by the contractor, even work done in good faith, if it occurs prior to the contract start date set by the state.

Modification #3

RFP Section: **SEC. 3.03 CONTRACT TERM AND WORK SCHEDULE**

Is removed in its entirety and replaced with the following Language.

SEC. 3.03 CONTRACT TERM AND WORK SCHEDULE

The length of the contract will be from the date of award, approximately March 28, 2025 through February 29, 2030, with two, five year renewal options. If exercised, Option 1. commencing on March 1, 2030 and expiring on February 28, 2035 and if exercised, Option 2. commencing on March 1, 2035 and expiring on February 29, 2040 . Options to renew are at the sole discretion of the State.

The contractor must request this renewal extension as set forth in **Article III of Attachment 11 - Kodiak Airport Parking Operations Agreement**. Any extension may require the approval of the Federal Aviation Administration.

Unless otherwise provided in this RFP, the State and the successful offeror/contractor agree: (1) that any extension of the contract excluding any exercised renewal options, will be considered as a month-to-month extension, and all other terms and conditions shall remain in full force and effect and (2) the procurement officer will provide notice to the contractor of the intent to cancel such month-to-month extension at least 30 days before the desired date of cancellation. A month-to-month extension may only be executed by the procurement officer via a written contract amendment.

End of Modifications to Sections of the RFP

If an Offeror has already submitted a proposal, you have the option to submit a new proposal. Offerors who intend to submit a new proposal must contact the Procurement Officer and provide instructions for either the return or disposal of their initial submittal.

Proposals received after the Due Date and Time will be considered non-responsive.

Signature: _____



Date: _____

2-21-25

Name: Chris Hunt

Title: Procurement Specialist 5