

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

Addendum No. 1

Issue Date: March 24, 2026

**INVITATION TO BID
ON-AIRPORT RENTAL CAR CONCESSION
ADA-32683**

RESPONSE TO QUESTIONS AND COMMENTS DUE BY MARCH 11, 2026

The following is provided by the State of Alaska, Department of Transportation & Public Facilities, Ted Stevens Anchorage International Airport (State) in response to questions received relating to the On-Airport Rental Car Concession Invitation to Bid (ITB) ADA-32683 document. No statement provided in these questions/comments shall be deemed a modification in any way of the ITB. The only addition to, or modification of any part of the ITB must be included in an amendment.

QUESTION #1: The timeframe proposed for this bid is not reasonable or realistic. It is typical for an airport rental car bid to take 10-12 weeks to accomplish. We respectfully request that the Airport modify the Bid schedule in the following way. Please note that the Q&A process described below is standard for most rental car bids across the country. Additionally, it is critical that the RACs be given at least 4 weeks between the date of the FINAL ADDENDUM provided by staff, to the date when the Bids are due to the Airport. It is important that the proposer has a reasonable time period to digest the information and modify its proposal accordingly, FOLLOWING the last Addendum provided by staff. The 4 week period also provides the necessary time to package and ship the proposal.

1. March 16 – Pre Bid Meeting (need option to join meeting remotely)
2. March 30 – Questions from proposers due to staff
3. April 13 – Deadline for airport to provide responses
4. April 20 – Any follow up questions from proposer due to staff
5. April 27 – Deadline for airport to provide final answers, final Addendum

6. May 25 – Bids due to Airport
(Alternatively, if the airport allows for electronic submission of Bids, then the time between the final addendum and the date when bids are due could be reduced by 1 week resulting in a May 18 Bid Due Date)

STATE RESPONSE: The State is amenable to amending the ITB timeline. The ITB shall be amended with the following ITB timeline:

1. March 6, 2026 - Public notice, bid documents available online.
2. March 11, 2026 – Written comments due from interested parties.
3. March 16, 2026 – Pre-bid conference – Hybrid meeting (Participants may attend in person or remotely)
4. March 30, 2026 – Final day to submit questions, comments, or requests for information to State in writing via email. ITB Protests due.
5. April 10, 2026 – Airport to publish responses, final Addendum.
6. May 1, 2026 – Last day to submit Bids and Bid opening.
7. May 4, 2026 – Notice of Intent to Award. Meet with successful bidders.
8. May 11, 2026 – If there is an award, the State awards the contract, and space is allocated in the Consolidated Rental Car Facility by 5:00 p.m. AKDT. Protests on Award due.
9. May 15, 2026 – Signed Agreements are due back to the State. Concession Agreement start date.

Additionally, the State will accept an electronic (email) submission of Bids for this solicitation. Emailed Bids should be submitted to sarah.guedea@alaska.gov prior to 2:00 p.m. AKDT on April 24, 2026. Bidders are responsible to assure timely delivery, and receipt of their Bid. Bidders are cautioned that due to mailbox restrictions, the State cannot receive Bids over 20MB in size.

QUESTION #2: Please provide the option to join the Pre-Bid meeting remotely. It is difficult on such short notice to organize an in person visit to Anchorage.

STATE RESPONSE: The State agrees to allow both in-person as well as virtual attendance to the Optional Pre-Bid Conference. A link to attend virtually to the Pre-Bid Conference was added to the Online Public Notice on 3/12/2026 at 11:24 a.m. AKDT. The link was also emailed to all current Concessionaires and interested parties.

QUESTION #3: SCA-6 item J. Can you please clarify what that paragraph implies? We have read

and re-read that and perhaps it is just lost on us.....what does it mean?

STATE RESPONSE: Item J under the definition of Gross Revenues states that revenues generated from goods or services provided by subcontractors in connection with the Concessionaire's Rental Car operations are included in Gross Revenues for purposes of this Agreement, regardless of whether the Concessionaire receives or retains all or only a portion of those revenues. This provision is intended to ensure that all revenues generated under the Concession Agreement are included when calculating Gross Revenues. Additionally, it states that any subcontractors providing goods or services related to this Concession Agreement must receive prior written approval from the State to do so.

QUESTION #4: SCA-7 item 4. "deductions for employee or internal staff discounts are not permitted". The car rental industry is laden with discounts. We have no way of knowing if those discounts (or discounted rates) are "Airport employee and/or Concessionaire team members". And if we did, we would have no way to reconcile what a discount is compared to the "marked price".

STATE RESPONSE: Item 4 applies only to discounts provided as employment or operational benefits to Airport employees or the Concessionaire's own employees or team members. Standard industry discounts offered to the general public, corporate accounts, loyalty programs, or other promotional programs may be reported based on the actual transaction price. The intent is to ensure that internal employee benefit discounts are not used to reduce Gross Revenues.

QUESTION #5: SCA-7 item 5. Exclusions to Gross Revenues. Is the requirement really to list on a separate line in the CAR all the exclusions? Specifically sub-item "b"? Pass through charges collected by Concessionaire from its Customer with respect to service calls, damage repair or parts replacement to Rental Cars or for loss, conversion, or abandonment of such Rental Cars". Does TSAIA realize how burdensome and exhaustive reporting vehicle damage/collections will be (or how irrelevant to the concession agreement they are)?

STATE RESPONSE: The State required in error "monthly Certified Activity Reports" and should read "general ledger". This change will be reflected in Amendment No. 1.

QUESTION #6: SCA-8 item g. The way this reads is typical of lawyer Legalese" "Any....discounts provided to Customers at the time of the rental, separately stated and identified on the Customer's Rental Agreement, and discount taken on the Customer's receipt upon vehicle return; provided that any discount, dividend, rebate or other reduction in charges

applied retroactively (i.e. after completion of the rental transaction at the time of vehicle return), including volume discounts and other corporate business incentive programs of Concessionaire are not an allowable exclusion". Does this just mean that any rebate/discount/incentive given after the fact cannot be retroactively applied to a particular rental agreement and adjust the gross receipts due?

STATE RESPONSE: Yes. Item g allows discounts that are applied at the time of the rental and clearly documented on the Customer's Rental Agreement and final receipt. Discounts, rebates, or incentives applied after completion of the transaction, may not be used to reduce Gross Revenues.

QUESTION #7: SCA-15 item 5 b. "The CFC may not be shown on the Rental Agreement adjacent to taxes..." Please define "adjacent". Our rental agreement will list Net Time and Mileage charges and then start listing optional charges, fees and taxes. We cannot logically show the CFC other than below the net time and mileage along with the State and Muni car rental taxes. They are each a separate line item, but we cannot make the CFC "non adjacent" to other charges on the rental agreement.

STATE RESPONSE: For clarification, this provision speaks to a Concession Recovery Fee, also known as the Airport Access Fee, and not the Customer Facility Charge (CFC). Additionally, for purposes of this provision, "adjacent" means that the Concession Recovery Fee/Airport Access Fee may not be presented in a manner that suggests it is a tax or government-imposed charge. The fee must be shown as a separate line items identified as "Concession Recovery Fee" or "Airport Access Fee" and clearly distinguished from state, municipal, or other taxes. Listing the Concession Recovery Fee/Airport Access Fee on its own line within the summary of charges, near other fees or charges, is acceptable provided that it is not grouped with, labeled as, or presented in a way that implies it is a tax imposed by the State.

QUESTION #8: SCA-26 Item F. SBEC participation. Becoming a SBEC requires the participant to apply to the State of Alaska and be certified. Can the state provide a list of SBEC's so we can determine our ability to meet the stated .7% goal?

STATE RESPONSE: The State does not maintain or provide a list of Small Business Enterprise Concession (SBEC) firms specifically for this solicitation. Businesses seeking SBEC certification must apply to and be approved through the State of Alaska Unified Certification Program (UCP). Concessionaires are responsible for identifying potential SBEC vendors and making good faith efforts to meet the 0.7% participation goal for goods and services purchases, as required under

the Agreement. Information regarding certified firms and the certification process may be obtained through the Alaska DOT&PF Civil Rights Office and the State of Alaska Unified Certification Program directory: [Disadvantaged Business Enterprise \(DBE\) Directory, Civil Rights Office, Transportation & Public Facilities, State of Alaska](#).

QUESTION #9: SCA-26 Item G. This quarterly report is cumbersome, time consuming and overly burdensome. Similar to #8 above, please provide a complete list of ACDBE that have been certified by the State.

STATE RESPONSE: The State does not maintain or provide a project-specific list of Airport Concession Disadvantaged Business Enterprises (ACDBE) for this solicitation. Concessionaires are responsible for identifying potential certified firms and for reporting purchases made from those firms in accordance with the Agreement. Information regarding certified ACDBE firms and the certification process may be obtained through the Alaska DOT&PF Civil Rights Office and the State of Alaska Unified Certification Program directory: [Disadvantaged Business Enterprise \(DBE\) Directory, Civil Rights Office, Transportation & Public Facilities, State of Alaska](#).

QUESTION #10: Please provide the opportunity to join the Pre-Bid meeting remotely. Not only is getting to the airport somewhat challenging but airfares at this late date exceed \$1500 and getting through airports is quite challenging given the current situation with TSA. Please provide a remote participation option.

STATE RESPONSE: This question is largely similar to Question #2. See State response to Question #2.

QUESTION #11: Please modify the bid schedule to provide a minimum of 4 weeks between the date when the final Addendum is provided by the Airport and the date when the Bids are due. (we can reduce to 3 weeks if delivery is electronic)

STATE RESPONSE: This question is largely similar to Question #1. See State response to Question #1.

QUESTION #12: How will the ConRAC be allocated following the Bid?

- Will the amount of space that is allocated to each Concessionaire be based on their marketshare or on their bidshare? If marketshare, what period of time will be used to determine data?
- Please confirm that the location of the counter/office assignments will be

“grandfathered” for successful incumbents, such that the successful incumbent will keep its current counter assignment.

- Please confirm that the location of the Ready/Return parking in the ConRAC will be “grandfathered” for successful incumbents, such that the successful incumbent will keep its current counter assignment.

STATE RESPONSE: Space allocation within the Consolidated Rental Car Facility (ConRAC) is addressed in Article V, Premises, Section B, of the Sample Concession Agreement included in the ITB. Counter Space, Car/Wash/Fueling Stations, Ready/Return, and other parking spaces are allocated based on Market Share for the preceding Allocation Year. In the event Concessionaire is a new entrant and does not yet have Market Share data for the preceding Allocation Year, the Concessionaire will be attributed, for purposes of Market Share calculation, the amount of Gross Revenues that would generate a Percentage Fee equal to that Concessionaire’s Minimum Annual Guarantee (MAG), as provided in the Agreement. Accordingly, space assignments will not be “grandfathered” for incumbent Concessionaires. All space allocations and any reallocations will occur in accordance with the provisions of the Concession Agreement, the Land/Building Lease, and the Sublease.

QUESTION #13: Pg TI-1 – Q1) Is dual and/or tri-branding permitted under 1 bid? Q2) Are we able to submit more than 1 bid as long as no brand is duplicated in any bid? Q3) Can we submit 3 bids with 1 brand per bid?

STATE RESPONSE: Yes, as stated in the ITB: 1) a Bidder may submit a consolidated Bid that includes multiple brands under common ownership or control, subject to the limitations described in the ITB 2) A Bidder may also submit separate Bids for different brands, provided that each Bid clearly identifies the brand being Bid and the same brand is not duplicated in other Bids 3) A Bidder may submit up to three (3) Bids, each representing a single brand, provided that the brands are operated by the same parent or corporate entity and no more than three (3) brands operated by the same parent or corporate entity may ultimately be awarded a Concession Agreement. The State also reserves the right to request disclosure of ownership structures to ensure compliance with this limitation.

QUESTION #14: Pg TI-2, Sections I and B – References the “rights to operate one (1) of . . . 8 Concessions” Please confirm that we can operate more than 1 concession, if we are able to submit more than 1 bid. (Pg Ti-6 Section III.A also says that if a bidder submits more than one bid under the same or different names the Bid will be considered ‘not responsive’. Will this be modified?

STATE RESPONSE: As stated in TI-1 of the ITB, a Bidder may submit either a single consolidated Bid covering multiple brands under common ownership or control, or separate Bids for individual brands. However, no more than three (3) brands operated by the same parent or corporate entity may be awarded a Concession Agreement. Each Concession Agreement grants the right to operate one (1) On-Airport Rental Car Concession. Therefore, if a Bidder submits multiple Bids for different brands and those Bids are successful, the Bidder may be awarded more than one (1) Concession Agreement. The provision in TI-6 Section III. A regarding multiple Bids addresses duplicate, conditional, or collusive Bids submitted under the same or different names. When read together with the provisions of TI-1, this section does not prohibit a Bidder from submitting separate Bids for different brands as permitted by the ITB.

QUESTION #15: Pg TI-2, Section I.A. – Will the State change the renewal options to mutual rather than at only State’s discretion? Without knowing what the business climate will be in 4-5 years, each party should have the option to meet and discuss, whether extending the agreement makes sense. If business or passenger counts are down, it may not be reasonable to require that the RACs guarantee the same MAG amount as we bid in 2026.

STATE RESPONSE: No, the State is not amenable to this change. The language in the ITB is standard for Concession contracting at Ted Stevens Anchorage International Airport (ANC).

QUESTION #16: Can the \$25k bid deposit amount be lowered? A maximum of \$10k is standard.

STATE RESPONSE: The State is amenable to modifying the bid deposit requirement. The amount is modified from \$25,000 to \$21,000. This modified bid deposit amount is consistent with the State’s most recent Rental Car Concession solicitation at FAI, which required a \$21,000 bid deposit per counter. The State therefore considers this amount reasonable.

QUESTION #17: Pg IB-2 Section IV.A. – Applying the bid deposit to first months’ fees is unusual. The bid deposit should either be (i) applied to the performance bond, or (ii) returned to bidders, even if successful.

STATE RESPONSE: The State is not amenable to modifying this provision. This structure is consistent with the State’s most recent Rental Car Concession solicitation at FAI, which similarly provided that successful Bidder’s Bid deposits would be applied to the fees due beginning of the first month of the Agreement. Accordingly, the State considers this provision appropriate and does not intend to revise.

QUESTION #18: Required forms – As an LLC, our authorized officer (i.e., Vice President of bidder) is the signatory. Please confirm that, despite the forms indicating manager or member signature, the signature of the Vice President of bidder is accepted.

STATE RESPONSE: Yes, the State will accept the signature of an authorized officer of the Bidder, including a Vice President of the Bidder, provided that the individual has the legal authority to bind the Bidder. The signature blocks in the required forms are intended to ensure execution by an authorized representative of the bidding entity. For entities such as limited liability companies, corporations, or other business structures, execution by an authorized officer is acceptable. Bidders remain responsible for ensuring that the individual signing the forms has proper authority to bind the Bidder.

QUESTION #19: Pg SCA-11 – Article III Section B – please confirm that if the State requires that the Concessionaire continue to operate beyond the Term of this agreement that there will be NO MAG and that the Concessionaire will be responsible to pay only the 10% concession fee on all Gross Revenue (as well as other fees, CFC, FMD etc – we just want to be sure that the MAG is eliminated during any required continuation).

STATE RESPONSE: This Section B refers to a scenario in which the State requires a required operation period. The Concession Fee during a required operation period shall be the Percentage Fee. A modification has been made to Article III Section B of the Sample Concession Agreement to add clarification. This change will be reflected in Amendment No. 1.

QUESTION #20: Pg SCA 12 – Article III Section C – Please clarify that if the Concessionaire is in Holdover, with Airport consent, that there will be NO MAG during that period and that the Concessionaire will be responsible to pay only the 10% concession fee on all Gross Revenue (as well as other fees, CFC, FMC etc – We just want to be sure that the MAG is eliminated during any Holdover)

STATE RESPONSE: This Section C refers to a voluntary holdover period. The Concession Fee during a voluntary holdover period is the greater of the MAG or the Percentage Fee. A modification has been made to Article III Section C of the Sample Concession Agreement to add clarification. This change will be reflected in Amendment No. 1.

QUESTION #21: Pg SCA-16, Section V.B.1 - Please define “Material Change” that is required before a reallocation will occur at the Counter and Car Wash/Fueling

STATE RESPONSE: As used in the in the Sample Concession Agreement, a Material Change generally refers to a significant change in Market Share or operational conditions that would warrant reconsideration of previously allocated facilities, as determined by the Land/Building Lessee and in accordance with the Sublease.

QUESTION #22: Pg SCA-18, Section VI.C.1.a – It is common for an airport to provide MAG abatement for any month in which the Airport passengers declines by 15% or more as compared to the same month prior year. Please modify this section to indicate that MAG abatement will be triggered by a 15% reduction. MAGs are annual commitments, therefore It should also be made clear that for every month that the MAG is waived, the annual obligation is reduced by 1/12th of the MAG.

STATE RESPONSE: The State is not amenable to modifying Section VI.C.1a as requested. The MAG represents the Concessionaire’s guaranteed annual payment for the right to operate at the Airport and is not structured to automatically adjust based on short-term fluctuations in passenger activity. This approach is consistent with the State’s most recent Rental Car Concession solicitation at FAI, where the MAG waiver is also triggered by a 25% or more reduction.

QUESTION #23: Pg SCA-38, Article XI, Section C.1.c – We understand that if the Airport performs an audit and if it is determined that we have underpaid the airport by a meaningful amount that we could be responsible to pay for the Audit. The typical threshold for an airport concessionaire to pay for the audit, is a 3% discrepancy. This section indicates that if there is a \$5,000 discrepancy for the whole year that the concessionaire would be responsible to pay for the Audit. This is less than 0.5% of what most of your concessionaires pay to the airport in concession fees each year. This is not a reasonable threshold. Please modify to read that if it is found that the Concessionaire underpaid by 3% then the concessionaire will be responsible to pay for the audit.

STATE RESPONSE: The State is amenable to modifying Section XI.C.1.c from \$5,000 to 5% to remain consistent with FAI’s Rental Car Concession Agreements. This change will be reflected in Amendment No. 1.

QUESTION #24: Pg SCA-41 Article XII Section A.5 – What is PWDS?

STATE RESPONSE: The State has installed a Premises Wiring Distribution System (PWDS) which provides a Structured Telecommunication System with a fiber optic backbone throughout the Airport. The Concessionaire is required to use the PWDS for its data and telecommunication

needs wherever the PWDS exists. ANC's Terminal Construction Standards (TCS) outlines telecommunications and fiber optic distribution in [Section 16747](#).