



## City of San Antonio

### ADDENDUM II

**SUBJECT:** Request for Proposals (RFP) for Concessions and Catering for the Alamodome (**RFP 015-026**)  
Scheduled to Open: **September 18, 2015**; Date of Issue: **July 31, 2015**

**FROM:** Denise D. Gallegos, CPM, CPPB  
Procurement Administrator

**DATE:** **August 14, 2015**

**THIS NOTICE SHALL SERVE AS ADDENDUM NO. II TO THE ABOVE REFERENCED REQUEST FOR PROPOSALS**

**THE ABOVE MENTIONED REQUEST FOR PROPOSALS IS HEREBY AMENDED AS FOLLOWS:**

1. **Add:** An additional Site Tour has been added on **Tuesday, August 25, 2015, at 10:00 a.m.**, Central Time. Attendance at the Site Tour is optional. The Site Tour will be held at the Alamodome, 100 Montana Street, San Antonio, TX 78203. Attendees for the Site Tour should arrive at the Security Desk inside the Alamodome. Any oral response given at the Site Tour that is not confirmed in writing and posted with this solicitation shall not be official or binding on the City. Only written responses shall be official and all other forms of communication with any officer, employee or agent of the City shall not be binding on the City. Respondents are encouraged to resubmit their questions in writing, to the City Staff person identified in the Restrictions on Communication section.
2. **Add:** RFP Exhibit 15 Alamodome Renovations Presentation, dated August 11, 2015 – posted as a separate document.
3. **Add:** RFP Exhibit 16 City of San Antonio SBEDA Program Presentation from August 11, 2015 – posted as a separate document.
4. **Add:** RFP Exhibit 17 Pre-Submittal Conference Sign-In Sheet, dated August 11, 2015 – posted as a separate document.

**QUESTIONS SUBMITTED IN ACCORDANCE WITH SECTION 007, PRE-SUBMITTAL  
CONFERENCE:**

On August 11, 2015, the City of San Antonio hosted a Pre-Submittal Conference to provide information and clarification for the RFP for Concessions & Catering for the Alamodome. Below is a list of questions that were asked at the Pre-Submittal Conference. The City's official response to questions asked is as follows:

**Question 1:** Can a potential subcontractor/supplier be included in more than one respondent's proposal?

**Response:** Yes.

**QUESTIONS SUBMITTED IN ACCORDANCE WITH SECTION 011, RESTRICTIONS ON  
COMMUNICATION:**

**Question 1:** What are the requirements for this contract as far as the size of the business?

**Response:** The requirements are contained in the RFP, which can be downloaded at <http://www.sanantonio.gov/purchasing/biddingcontract/opportunities.aspx> and clicking on "Concessions & Catering for Alamodome RFP 15-026".

**Question 2:** What is the types of concessions stands and how many are a minimum for each business?

**Response:** The requirements are contained in the RFP, which can be downloaded at <http://www.sanantonio.gov/purchasing/biddingcontract/opportunities.aspx> and clicking on "Concessions & Catering for Alamodome RFP 15-026".

**Question 3:** What are the licenses required by the City of San Antonio to be in the Alamodome?

**Response:** The requirements are contained in the RFP, which can be downloaded at <http://www.sanantonio.gov/purchasing/biddingcontract/opportunities.aspx> and clicking on "Concessions & Catering for Alamodome RFP 15-026". Per Section 30.01 of RFP Exhibit 14 Draft Agreement, pg. 174, the selected Respondent is required to obtain and maintain all permits and licenses required by law to provide services at the Facility, including all licenses and permits required for the sale of Alcoholic Beverages, permanent and temporary food establishment permits, mobile vending permits, and food handling certifications for staff. This includes a full Mixed Beverage License and bonds for the entire facility, Food Establishment/Mobile Food Permits, and Food Handler Certifications.

**Question 4:** How much is the insurance required for this contract?

**Response:** See RFP Exhibit 2 Insurance Requirements, pgs. 25-27.

**Question 5:** How many personnel are required for each event?

**Response:** The number of personnel required for each event varies by event. Respondents are required to provide a Staffing Plan as part of RFP Attachment A, Part Three Proposed Plan, pgs. 189-190.

**Question 6:** If awarded the contract when and what is the percentage of money awarded in front to start the concessions?

**Response:** See Investment & Compensation to City in RFP Section 004 Scope of Service, pgs. 4-5. Respondents are required to propose the Compensation and Investment to the City of San Antonio in RFP Attachment D, pgs. 194-195.

**Question 7:** What are the cooking requirements for us to use the kitchen at the location?

**Response:** The requirements are contained in the RFP, which can be downloaded at <http://www.sanantonio.gov/purchasing/biddingcontract/opportunities.aspx> and clicking on “Concessions & Catering for Alamodome RFP 15-026”.

**Question 8:** How long is the contract for and the dates?

**Response:** Per RFP Section 006 Term of Contract, pg. 8, and Section 2.01 of RFP Exhibit 14 Draft Agreement, pg. 149, the term of this contract is 15 years, commencing March 1, 2016 and expiring February 28, 2031.

**Question 9:** In order to bid for the contract what do I need to fill out and how the bidding invoice should look like?

**Response:** The requirements are contained in the RFP, which can be downloaded at <http://www.sanantonio.gov/purchasing/biddingcontract/opportunities.aspx> and clicking on “Concessions & Catering for Alamodome RFP 15-026”. See RFP Section 008 Proposal Requirements, pgs. 9-10, and RFP Section 010 Submission of Proposal, pgs. 11-12, for more information.

**Question 10:** Are the concessions run by us must have a cashier and what percentage of the daily sales are for the Alamodome and how much is for us?

**Response:** The requirements are contained in the RFP, which can be downloaded at <http://www.sanantonio.gov/purchasing/biddingcontract/opportunities.aspx> and clicking on “Concessions & Catering for Alamodome RFP 15-026”. See also Responses 5 and 6.

**Question 11:** What kind of food catering is allowed for the concessions and private parties?

**Response:** The requirements are contained in the RFP, which can be downloaded at <http://www.sanantonio.gov/purchasing/biddingcontract/opportunities.aspx> and clicking on “Concessions & Catering for Alamodome RFP 15-026”.

**Question 12:** Do you need a business to take care of all the food in the stadium or just small concession stands?

**Response:** The requirements are contained in the RFP, which can be downloaded at <http://www.sanantonio.gov/purchasing/biddingcontract/opportunities.aspx> and clicking on “Concessions & Catering for Alamodome RFP 15-026”. There are opportunities for joint venture partnership and subcontracting. See RFP Exhibit 1 SBEDA Ordinance Compliance Provisions, pgs. 16-24, for more information.

**Question 13:** Is there a rent or down payment to rent the areas we will be working at?

**Response:** The requirements are contained in the RFP, which can be downloaded at <http://www.sanantonio.gov/purchasing/biddingcontract/opportunities.aspx> and clicking on "Concessions & Catering for Alamodome RFP 15-026". See also Responses 6 and 10.

**Question 14:** When we can send the menus for the bidding?

**Response:** See RFP Section 010 Submission of Proposal, pgs. 11-12. See also Response 9.

**Question 15:** As far as the structure of the M/WBE Joint Venture program, it defines on pg. 18 that a M/WBE is a firm certified as a Small Business Enterprise and also either a Minority Business Enterprise or Women Business Enterprise which is at least 51% owned by Minority Group Members and/or women. We have a potential JV member which is a MBE, but not a Small Business. Does that mean that this organization's participation will not count for the SBEDA - M/WBE Joint Venture Program evaluation criteria and the points associated?

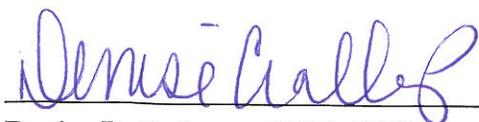
**Response:** Correct. An M/WBE partner must be both a Small Business Enterprise (SBE) and either a Minority Business Enterprise (MBE) or Women Business Enterprise (WBE) in order to be eligible for evaluation points under the M/WBE Joint Venture Program.

**Question 16:** We have identified a potential MBE JV member based in Houston, TX. Do you have a reciprocal agreement with the City of Houston, so that Houston-based M/WBEs count for the SBEDA - M/WBE Joint Venture Program evaluation criteria and the points associated?

**Response:** No. The goal of the City of San Antonio's SBEDA program is to provide contracting opportunities for certified small businesses that have their headquarters or a significant business presence within the San Antonio Metropolitan Statistical Area.

**Question 17:** On RFP Attachment G, if we have a JV member, which is a Small Business Enterprise (SBE) and a Minority Business Enterprise (MBE) at 26% participation, do we meet the 13% SBE and 10% M/WBE requirement from the Subcontractor/Supplier Utilization Plan, or do we have to subcontract from our 74% prime participation (100% - 26% from the MBE JV) 13% to SBEs and 10% to M/WBEs?

**Response:** The M/WBE Joint Venture Program is a separate SBEDA program than the SBE and M/WBE Subcontracting Programs. The selected Respondent must subcontract 13% and 10% of the prime contract value to SBE and M/WBE firms respectively, regardless of the M/WBE Joint Venture Program. Respondents submitting proposals under the M/WBE Joint Venture Program must still meet the SBE and M/WBE Subcontracting Program requirements. Participation by SBE and M/WBE partners in the M/WBE Joint Venture Program does not count toward the SBE and M/WBE Subcontracting Program requirements.



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