



City of San Antonio

ADDENDUM I

SUBJECT: Request for Proposals, Gas Station Concession, (**RFP 13-068**), Date of Issue: November 20, 2013, Scheduled to Open: January 22, 2014.

FROM: Denise D. Gallegos, C.P.M., CPPB
Procurement Administrator

DATE: December 20, 2013

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

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

1. RFP Exhibit 1 is deleted and replaced with Exhibit 1 to this document, Addendum I.
2. Change: RFP Section 003 – Background, 1st paragraph to read as the following:

“The City of San Antonio, Department of Aviation (“City”) seeks proposals from qualified Respondents to provide development, financing, design, construction, operation, and maintenance of a Gas Station Concession on up to 4.67 acres out of the 4.67 acre site (“Site”) shown on Exhibit 1 – Airport Property Site. The Site is located at the north east corner of Loop 410 and Airport Boulevard on San Antonio International Airport (“SAT”) property. Respondents must demonstrate knowledge of and compliance with all applicable environmental laws and regulations relating to fuel.”

3. Change: RFP Section 004 – Scope of Service, Item B, Site Description, to read as the following:

B. Site Description and Considerations:

Commercial Development Site – As shown within the blue dashed line on RFP Exhibit 1, the City has designated the Site for development of a Gas Station Concession. The Site is located at the northeast corner of Airport Boulevard and Loop 410. The Site is a total of approximately 4.67 acres. Respondents may propose to use all or part of the Site. RFP Exhibits 2 through 8 provide examples of possible layouts of a Gas Station Concession. These are only examples. Respondents may choose to propose a different size (up to 4.67 acres) and/or layout within the Gas Station Concession development area.

Due to the high volume of traffic that passes through the area, the Respondent's proposed Gas Station Concession should be designed so that it can accommodate large volumes of various vehicle types to include sufficient turning radius and necessary entrance/exit points that will not contribute to congestion.

Adjacent Site – As shown within the red grid overlay on RFP Exhibit 1, the City owns approximately 3.33 acres adjacent to the designated gas station site. This adjacent site is located within the Runway Protection Zone (RPZ) and is not available for vertical development. The City intends to use this property to develop a Cell Phone Waiting lot and a Taxi Hold lot. These lots will be relocated from the current locations shown within the orange dashed line

on RFP Exhibit 1. In developing a concept for the gas station site, Respondents must be aware that access from Northern Boulevard to City's new Cell Phone lot and/or Taxi Hold lot development will need to be maintained.

4. Change: RFP Section 012 – Evaluation of Criteria, 4th criteria, Airport Concessionaire Disadvantaged Business Enterprise Program, delete the following:

“Up to 10 percentage (10%) points based on Narrative Statement

Up to 10 percentage (10%) points based on Respondent's meeting the DBE/ACDBE goal.

- Percentage points will be based on the percentage of the goal met.
- Respondents meeting the goal will receive 10 points.
- Respondents attaining 50% of the goal will receive 5 points.
- Respondents attaining 25% of the goal will receive 2.5 points
- Less than 25% will be evaluated proportional to the level of utilization identified by the respondent.”

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

On December 6, 2013, the City of San Antonio hosted a Pre-Submittal Conference to provide information and clarification for the Gas Station Concession Request for Proposals. 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: If Respondent uses less than the 4.67 acres that are available, will the City have different use for remaining space?
Response: Yes, City may increase taxi cab holding lot and cell phone lot. Other possible City uses will depend on the services proposed through the Gas Station Concession Respondents' submittals.
- Question 2: What is the percentage of MAG?
Response: The MAG is a Minimum Annual Guarantee for the space. The percent or percentages (of revenue earned by the concession) are to be proposed by Respondents. During the term, the selected Respondent pays the greater of the percentage or the MAG.
- Question 3: Will there be an opportunity to propose different percentages on different items/service that are be proposed?
Response: Yes. Respondent may propose different percentages for different items, across the board percentage, or tiered percentage. See RFP Attachment B – Compensation Schedule.
- Question 4: Can the size of the lease be flexible?
Response: Respondents may propose up to 4.67 acres.
- Question 5: Will the City provide access off of Loop 410?
Response: No, the City does not have access to give but will give access from either or both Airport Boulevard or Northern Boulevard. Respondents may choose to explore Loop 410 access with TXDoT.
- Question 6: Will any priority be given to Respondents proposing to use all or most of the available 4.67 acres?
Response: No, reviews will be based on the Evaluation Criteria stated in the RFP, please refer to Section 012, page 12.
- Question 7: Is the successful Respondent responsible for platting?
Response: Yes.
- Question 8: Is there a timeline for the Taxi and Cell Phone lot move?
Response: A timeline is not yet available. However, the City is hoping to coordinate the opening of these lots to coincide with the opening of the Gas Station.

QUESTIONS SUBMITTED IN ACCORDANCE WITH SECTION 011, RESTRICTIONS OF COMMUNICATION:

Question 1: Is there an engineer estimate for this project? If not, do you have an anticipated value range or do you expect the project to be over \$50,000?

Response: Plans and specifications will be done by selected Respondent.

Question 2: If there is not an architect/engineer working on this project, were the plans and specs for this project done in-house?

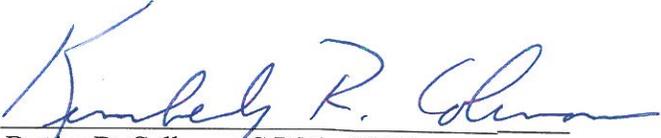
Response: Plans and specifications will be done by selected Respondent.

Question 3: Is there an architect/engineer working on this project? If so, can you please provide me with the company name, phone number, location, and a contact person??

Response: No. Selected Respondent will be responsible for design and construction of a Gas Station Concession.

Question 4: Would the City consider a proposal that utilized the Northwest corner of Loop 410 & Airport Blvd. rather than the Northeast corner?

Response: No. The City wants to keep the gas station adjacent to the taxi cab holding lot and cell phone lot.

for 
Denise D. Gallegos, C.P.M., CPPB
Procurement Administrator
Finance Department – Purchasing Division

Date _____
Company Name _____
Address _____
City/State/Zip Code _____

Signature _____

REVISED RFP Exhibit 1 – Addendum Attachment

Airport Property Site

An area of up to 4.67 acres (from within the blue dash line) is designated for a Gas Station Concession development.

