



CITY OF SAN ANTONIO

P.O. Box 839966
San Antonio, Texas 78283-3966

ADDENDUM I

SUBJECT: Request for Proposals, **Lease & Operate Airport Shoe Shine Concession in Terminals A & B, (RFP-013-017-MA)**, dated November 16, 2012, due December 17, 2012.

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

DATE: December 3, 2012

THIS NOTICE SHALL SERVE AS ADDENDUM NO. 1 – TO THE ABOVE REFERENCED REQUEST FOR PROPOSALS

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

1. In RFP Section VIII, Restrictions on Communication, Item A2, paragraph 1, sentence 1, is amended to read:

“Respondents may submit written questions concerning this RFP to the Staff Contact Person listed below until **3:00 p.m., Local Time, on December 6, 2012.**”

2. In RFP Section III, Concession Agreement, Item 6, Hours of Operation, is amended to read:

“The City has the right to control the hours of operation of all concessions at the Terminals. The hours of operation for this concession will be 6:00 a.m. through 6:00 p.m., Monday through Friday. The Aviation Department shall reserve the right to change the days and/or hours of operation to include Saturdays and/or Sundays, as determined by the Aviation Director.”

B. QUESTIONS RECEIVED IN ACCORDANCE WITH RFP SECTION IV, PRE-SUBMITTAL CONFERENCE:

On Monday, November 26, 2012, the City of San Antonio hosted a Pre-Submittal Conference to provide information and clarification for the Shoe Shine 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: Is there a limit on the number of people who can obtain security badges?

Response: No.

Question 2: What is the current vendor's price for a shoe shine?

Response: \$6

Question 3: Could you provide current sales for each Terminal?

Response: January 1, 2012 through October 31, 2012:
TA: \$55,065
TB: \$28,024

Question 4: Could the hours of operation be changed from 7 days per week to 5 days per week (Monday to Friday)?

Response: See Section A, #2.

Question 5: Will there be any money due at the time of submission?

Response: No. However, Respondents must submit a Proposal Bond in the amount of 50% of Respondent's proposed Year 1 MAG or \$4,500 Proposal Bond, whichever is greater.

Question 6: Are retail sales mandatory?

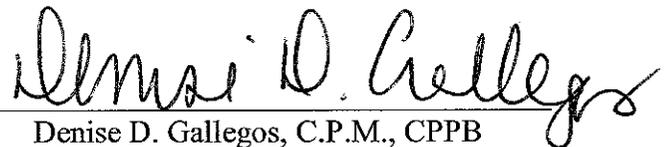
Response: They are preferred.

Question 7: Is there a design theme for the Airport?

Response: No.

Question 8: Will the new Shoe Shine Concessions be located in the current locations?

Response: No. See RFP Section I, Background, paragraph 3.



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

Date _____

Company Name _____

Address _____

City/State/Zip Code _____

Signature