

# Audit and Accountability Committee



## Post Solicitation Briefing for Airport Terminal A Duty Free Retail Concession, Space #134

Date: January 21, 2020

Presented by: Thomas Bartlett, Acting Director, Aviation Department

# Solicitation Overview

## Project Overview

- Specialized retail concept for the sale of duty free merchandise to international passengers as well as merchandise for domestic travelers
- Duty free items include liquor and tobacco products. Other non-duty free items that may be sold at the store include: electronics, perfumes, packaged food gifts, fashion accessories and jewelry.
- Long term exclusive agreement
- Source of non-airline revenue for the Airport System

## Solicitation Type

- RFP

## Estimated Revenue

- \$2 million total

## Proposed Term

- 7 years with 3, 1 year options

# Recommended Award

RFP 18-089 Lease & Operate Airport Duty Free Retail Concession in Terminal A, Space #134  Score Summary *FINAL EVALUATION December 4, 2018	Maximum Points	Vendor A	Vendor B	Vendor C	Vendor D	Vendor E	Vendor F
A - Experience, Background, Qualifications	20	19.25	11.00	6.50	6.25	4.25	6.50
B - Proposed Plan	40	37.50	12.25	18.25	15.25	9.25	12.00
<b>A - B SUB-TOTAL</b>	<b>60</b>	<b>56.75</b>	<b>23.25</b>	<b>24.75</b>	<b>21.50</b>	<b>13.50</b>	<b>18.50</b>
C - Compensation	20	8.55	19.34	10.74	12.60	20.00	8.90
D - ACDBE	20	20.00	20.00	10.00	10.00	10.00	16.00
<b>C - D SUB-TOTAL</b>	<b>40</b>	<b>28.55</b>	<b>39.34</b>	<b>20.74</b>	<b>22.60</b>	<b>30.00</b>	<b>24.90</b>
<b>TOTAL SCORE</b>	<b>100</b>	<b>85.30</b>	<b>62.59</b>	<b>45.49</b>	<b>44.10</b>	<b>43.50</b>	<b>43.40</b>
<b>RANK BASED ON TOTAL SCORE</b>		<b>1.00</b>	<b>2.00</b>	<b>3.00</b>	<b>4.00</b>	<b>5.00</b>	<b>6.00</b>

\* One Evaluation meeting held with no interviews conducted  
 SBEDA Subcontracting Requirements: Not Applicable (ACDBE goal is 15%)  
 Local Preference Program – Not Applicable  
 Veteran Owned Small Business Preference Program – Not Applicable

# Timeline

<b>RFP Release</b>	<b>June 27, 2018</b>
<b>RFP Proposals Due</b>	<b>September 14, 2018</b>
<b>Evaluation Committee Scoring</b>	<b>December 4, 2018</b>
<b>COSA Sent Information to FAA</b>	<b>January 17, 2019</b>
<b>FAA Identifies Concerns with Joint Venture</b>	<b>February 8, 2019</b>
<b>Negotiations Between Respondent &amp; FAA</b>	<b>February – October 2019</b>
<b>Joint Venture Approval from FAA</b>	<b>November 12, 2019</b>

# Due Diligence

## Finance and Audit Departments – Due Diligence Results

Number of vendors notified:	13
Number of vendors at pre-submittal conference:	7
Number of responses received:	6
Results of Minimum Requirements Review	No Findings
Results of Due Diligence Review	No Findings

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