



AUDIT COMMITTEE

PRE-SOLICITATION BRIEFING FOR TERMINAL A FOOD & BEVERAGE PRIME CONCESSIONAIRE

August 16, 2016

Tom Jones
Director
Aviation Department

Solicitation Overview



Originating Department: Aviation



Solicitation Type: Request for Proposals (RFP)



High Profile Designation: Over \$1 Million



Estimated Value: \$10.9 Million (revenue to City)

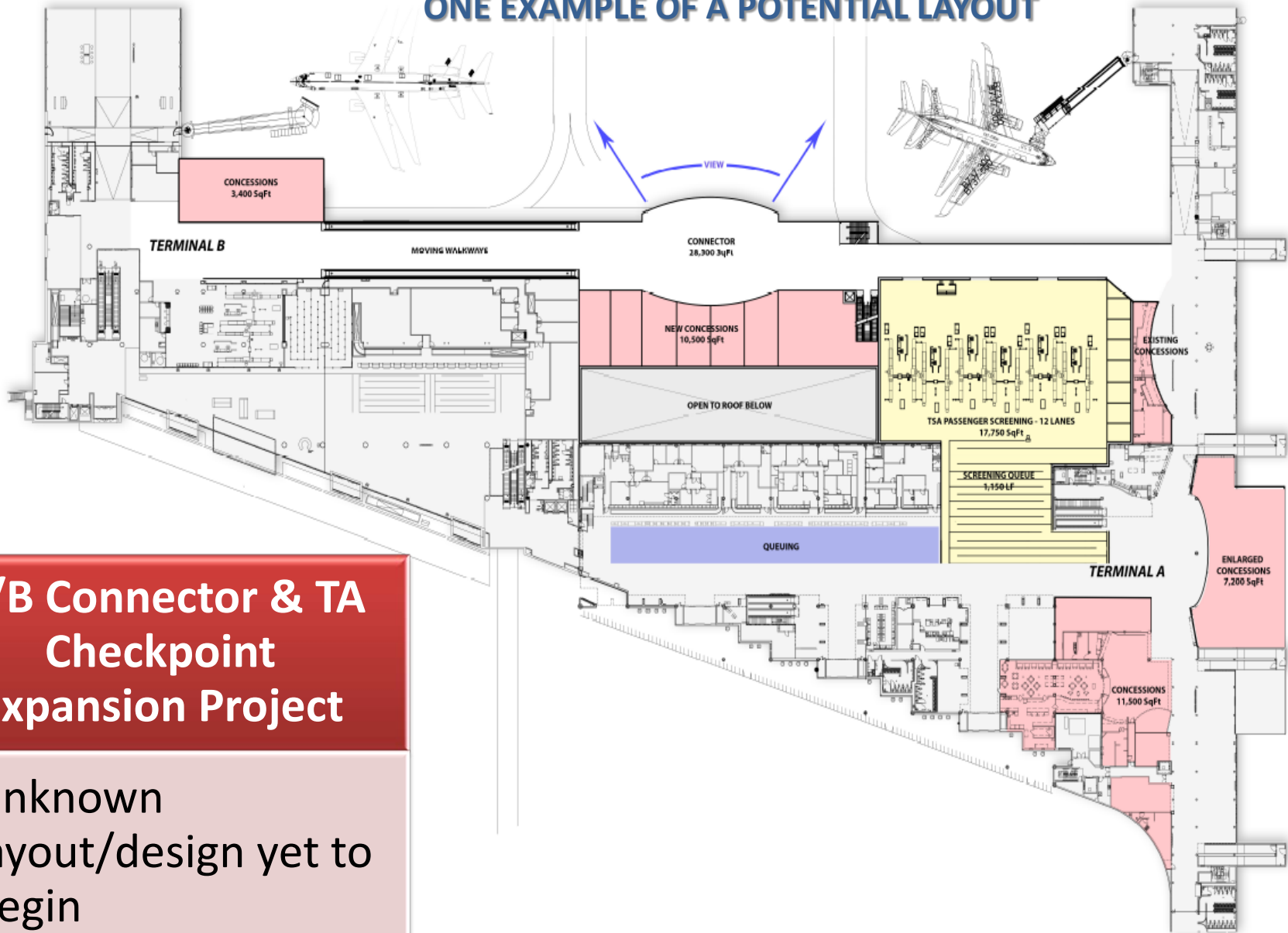


Current Contract Status: Month-to-Month



Proposed Term: 10 Years

ONE EXAMPLE OF A POTENTIAL LAYOUT



A/B Connector & TA Checkpoint Expansion Project

- Unknown layout/design yet to begin

Concession Plan Overview

Purpose

- Provide Aviation with a prime concessionaire to manage various food & beverage concessions in Terminal A
- Provide a variety of food & beverage offerings
- Provide opportunities for Disadvantaged Businesses to participate in airport concessions

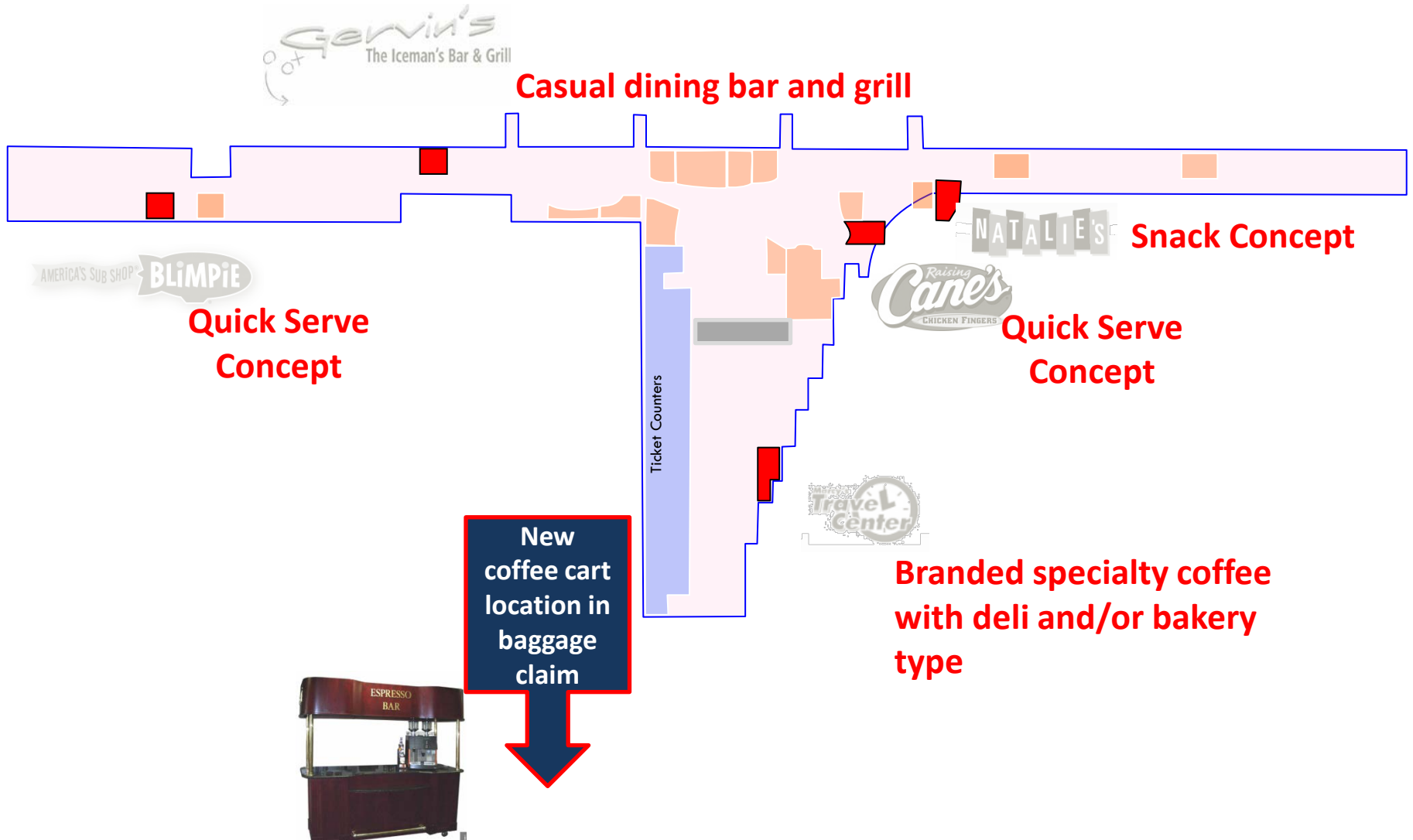
Prime Concessionaire

- Experienced concessions management company – industry experts on what concepts work well
- Familiarity with Airport Concession Disadvantaged Business Enterprise (ACDBE) Program
- Support for training, operations, and employee base


Project Summary (locations)

- 2 quick service concepts
- 1 casual dining bar and grill
- 1 snack concept
- 1 branded specialty coffee with deli and/or bakery offering (pre-security)
- 1 coffee cart concept (pre-security)

Concession Plan Locations




Solicitation Requirements



Evaluation Criteria

- Experience, Background, Qualifications: 20 Points
- Proposed Plan: 40 Points
- Compensation Schedule: 20 Points
- ACDBE Program: 20 Points



Additional Requirements

- Audited Financial Statements: Required
- Local Preference Program: Not Applicable
- Veteran Owned Small Business Program Preference: Not Applicable

Outreach Efforts

NIGP/NAICS Codes Identified

- NIGP - 905-34: Airport Concessions, Food
- NAICS - 99: Airport Concessions

Number of Vendors to be Notified

- Central Vendor Registry: 11 vendors
- Targeted Vendor Outreach: 13 vendors
- FAA DBE Connect: 101 Vendors

Advertising

- TVSA channel 21, COSA Bidding Opportunities website
- Local outreach events
- Express News
- Industry Publications: American Association of Airport Executives, Airports Council International, Airport Minority Advisory Council and Airport Revenue News

Project Evaluation Committee

Voting Members

Carlos Contreras, Assistant City Manager

Tom Jones, Director, Aviation Department

Steve Milburn, Property & Concessions Manager, Aviation Department

Henrietta Brown, Chief Administration Officer, Aviation Department

Samantha Burgess, Lecturing Instructor-Hospitality & Service Management, Culinary Institute of America

Marco Barros, Member, Airport Advisory Commission

Amanda Garcia, San Antonio Restaurant Association

Advisory Members

Katinka Howell, Assistant City Attorney

Lisa Brice, Special Projects Manager, Aviation Department

Rod Rodriguez, Compliance Manager, Aviation Department

Andy Weddig, Senior Vice President, Unison Consulting, Inc.

Project Timeline

Pre-Solicitation

Goal Setting Committee:

- N/A

Audit Committee Pre-Solicitation Briefing:

- August 16, 2016

Release RFP:

- September 2016

Solicitation

Pre-Submittal Conference:

- October 2016

Deadline for Questions:

- October 2016

RFP Due:

- November 2016

Post – Solicitation

Evaluation Complete:

- January 2017

Contract Negotiated:

- February 2017

Audit Committee Post Solicitation Briefing:

- March 2017

Finalization

City Council Consideration:

- March 2017

Start Date:

- April 2017



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