



City of San Antonio

Agenda Memorandum

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Agenda Item Number: 5.

Agenda Date: 2/19/2019

In Control: Audit and Accountability Committee

**CITY OF SAN ANTONIO
AVIATION DEPARTMENT
INTERDEPARTMENTAL CORRESPONDENCE**

TO: Sheryl Sculley, City Manager

FROM: Russell J. Handy, Director, San Antonio Airport System

COPY: Audit and Accountability Committee; Ben Gorzell, Jr., CPA, Chief Financial Officer; Kevin Barthold, City Auditor; Troy Elliott, CPA, Deputy Chief Financial Officer; Carlos Contreras, Assistant City Manager

SUBJECT: Post-Solicitation Briefing for Terminal A Food/Beverage/Retail Prime Concessionaire

DATE: February 19, 2019

The prime concessionaire will bring new food, beverage and retail concepts to Terminal A of the San Antonio International Airport. The City requested proposals to reimagine some of the locations to expand the size of the restaurants; take advantage of views of the airfield; transform dining options to include more healthy food opportunities and local concepts; and, create new pre-security spaces for eateries. The area affected by this agreement is over 10,000 square feet of Terminal A.

A pre-solicitation briefing was presented to the Audit and Accountability Committee on October 3, 2017. The initial term of the agreement is for a period of seven years with three, one-year extensions. The agreement is estimated to generate over \$2,000,000.00 in revenue.

On January 18, 2018, a Request for Proposals was released seeking qualified firms for a prime concessionaire to manage various food, beverage and retail concessions in Terminal A. The solicitation was advertised on TVSA, the City's Bidding and Contracting Opportunities website and the Express-News. It was also posted on the Airport Councils International and American Association of Airport Executives websites.

Four responsive proposals were received by the City on June 29, 2018. A selection committee evaluated and scored all proposals based on the published criteria which included: Experience, Background, Qualifications; Proposed Plan; Compensation; and, Airport Concessionaire Disadvantaged Business Enterprise Programs.

Based on the initial scoring of the four proposals, two proposals were selected for interviews. The selection committee, utilizing the same published criteria, interviewed the short-listed firms. The committee was composed of the following voting members:

- Carlos Contreras, Assistant City Manager, City Manager's Office
- Russell J. Handy, Director, San Antonio Airport System
- Valerie Peak, Supervisor of Group & Leisure Travel, Valero Energy
- Darius Dunn, Facility Manager (Alamodome), Convention & Sports Facilities Department
- Steve Milburn, Property & Concessions Manager, San Antonio Airport System

Food, Beverage, and Retail Prime Concessionaire RFP 18-014	Max. Points	Firm 1	Firm 2
FINAL EVALUATION Friday, November 16, 2018			
A - Experience, Background, Qualifications	20	18.40	13.40
B - Proposed Plan	40	37.40	23.80
C - Compensation	20	20.00	16.20
D - ACDBE	20	20.00	20.00
TOTAL SCORE	100	95.80	73.40
RANK BASED ON TOTAL SCORE		1.00	2.00

Due diligence conducted for the respondents to the above solicitations included a search of federal and state debarment lists, prohibited political contributions, conflicts of interest, delinquent City/County taxes, outstanding payments to the City, payment of state franchise fees as well as a search of the internet for pertinent business information. No findings were noted that would prevent the City from awarding to the selected vendors.

Staff recommends committee approval to proceed with scheduling this item for full City Council consideration.