

BUSINESS INFORMATION MEETING

TERMINAL 3 MICRO-RESTAURANT AND KIOSK
SOLICITATION OPPORTUNITY

October 24, 2024



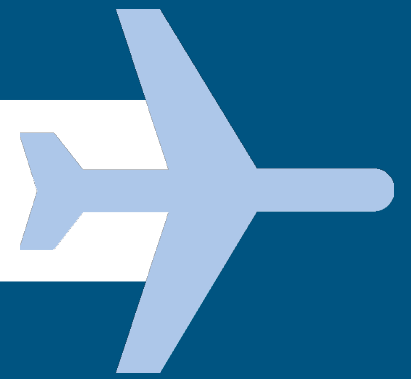
PHX DVT BYR

SUCCESS FOR TODAY'S MEETING

- Let's work together to avoid distractions, please turn off your video and mute your cellphones.
- Better than a screenshot, today's presentation will be available at:
- An opportunity for questions will be made available at the end of the presentation. Please submit your questions using the "chat" feature.
- **Everything is subject to change until the Revenue Contract Solicitation (RCS) is released.**



AGENDA



- Introduce Phoenix Concessions Team
- Revenue Contract Solicitation (RCS) Opportunity
 - Solicitation Details
 - Preliminary RCS Schedule
- Outreach / Small Business Component
- Questions and Answers

PHOENIX CONCESSIONS LEADERSHIP



Roxann Favors

Chief Revenue Officer
Assistant AVN Director



Richard Graham

Deputy AVN Director
Business & Properties



Prasan De Silva

Sr. Business Manager



Corrine Harbaugh

Business Manager
Concessions



PHOENIX TEAM



Janet Lee
Program Manager
Concessions



John Ojeda
Project Manager
Food & Beverage



Trey Nicholas
Economic Dev Specialist



Sarah Moratto
Small Business
Engagement Manager



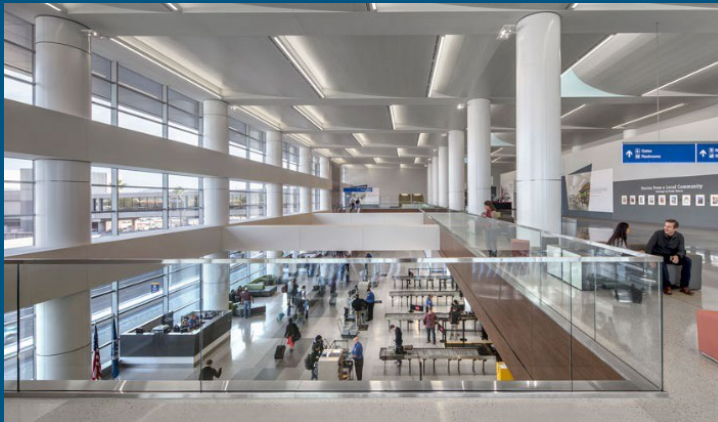
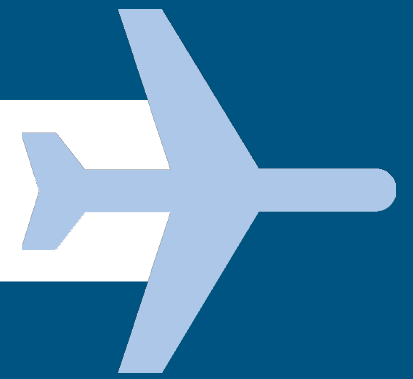
Jana Evans
Equal Opportunity
Specialist



John Yslas
Equal Opportunity
Specialist



AMERICA'S FRIENDLIEST AIRPORT®



- The Aviation Department operates Phoenix Sky Harbor International Airport (PHX).
- Aviation is a city of Phoenix department.
- Operates as a self-supporting business enterprise.

<https://www.skyharbor.com/>

25 Airlines - 619 Daily Departures - 144 Destinations



Source: Innovata Schedules, via Cirium, January - July 2024.

AIRPORT STATISTICS

2023 Summary

Total passengers: 48,654,432

Total operations (landings and takeoffs): 454,665

2022 Summary

- Total passengers: 44,397,854

- Total operations (landings and takeoffs): 418,856

2021 Summary

- Total passengers: 38,846,713

- Total operations (landings and takeoffs): 408,285

2020 Summary

- Total passengers: 21,928,708

- Total operations (landings and takeoffs): 310,324

2019 Summary

- Total passengers: 46,288,337

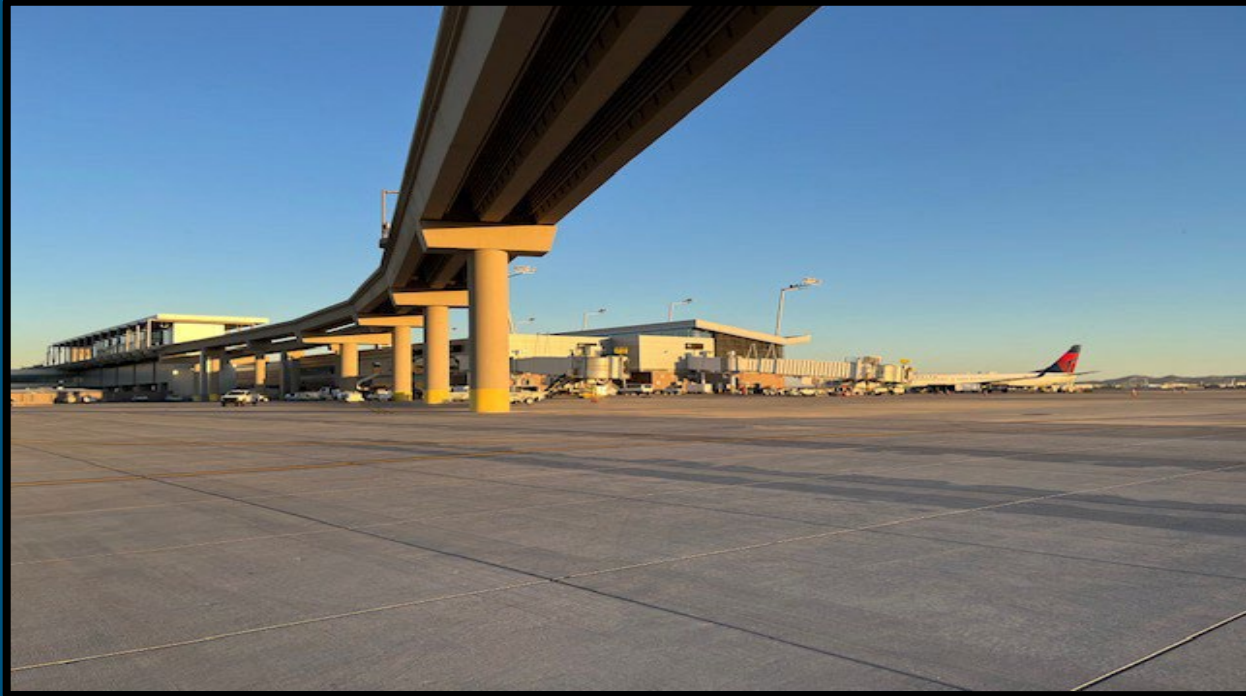
- Total operations (landings and takeoffs): 438,891



TERMINAL 3

Airlines

- Advanced Airlines
- Air Canada
- Alaska Airlines
- Allegiant Air
- Breeze Airways
- Contour Airlines
- Delta Airlines
- Denver Air Connection
- Frontier Airlines
- Hawaiian Airlines
- jetBlue Airways
- Porter Airlines
- Southern Airways Express
- Sun Country
- Spirit Airlines
- United Airlines



TERMINAL 3



Enplanements

- 2023: 6.3M
- 2022: 5.1M
- 2021: 4.2M

Badging Office

- Monthly Average: 4,000
- Daily Average: 230 - 300
- Walk-Ins: 25 - 50

RCS OPPORTUNITY - KEY INFORMATION

- All concession space is offered through a competitive Revenue Contract Solicitation (RCS).
- Outside of the RCS process, the City does not direct negotiate for any concessions space.
- The RCS will provide all specific details, including the two locations that will be offered.
- The concession opportunity discussed today is the only opportunity available at this time.



CONCESSION GOALS AND PRINCIPLES

- Increase small business opportunities;
- Reflect our region in the concept and menu plans with consideration to current trends;
- Optimize sales and revenues;
- Provide quality food and beverage offerings;
- Innovation and Technology; and
- The Successful Respondent will be selected based on the entire Response.



SOLICITATION DETAILS

Terminal 3 Food & Beverage Concession Small Business Opportunity

Micro-Restaurant Location: Terminal 3 Level 4



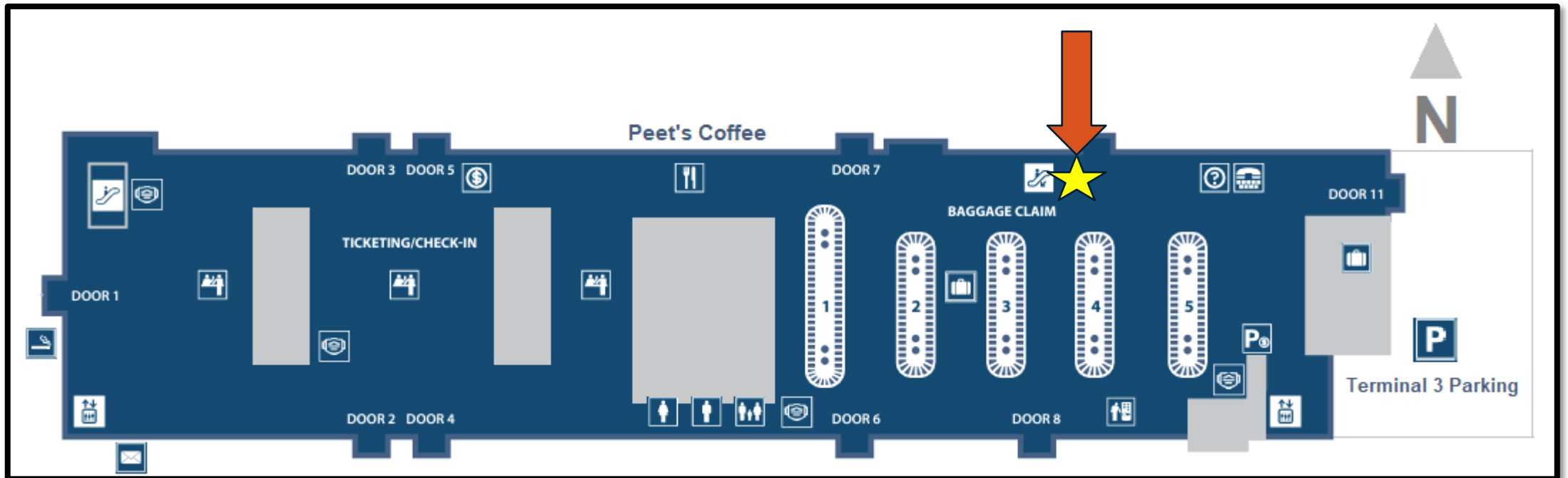
MICRO-RESTAURANT



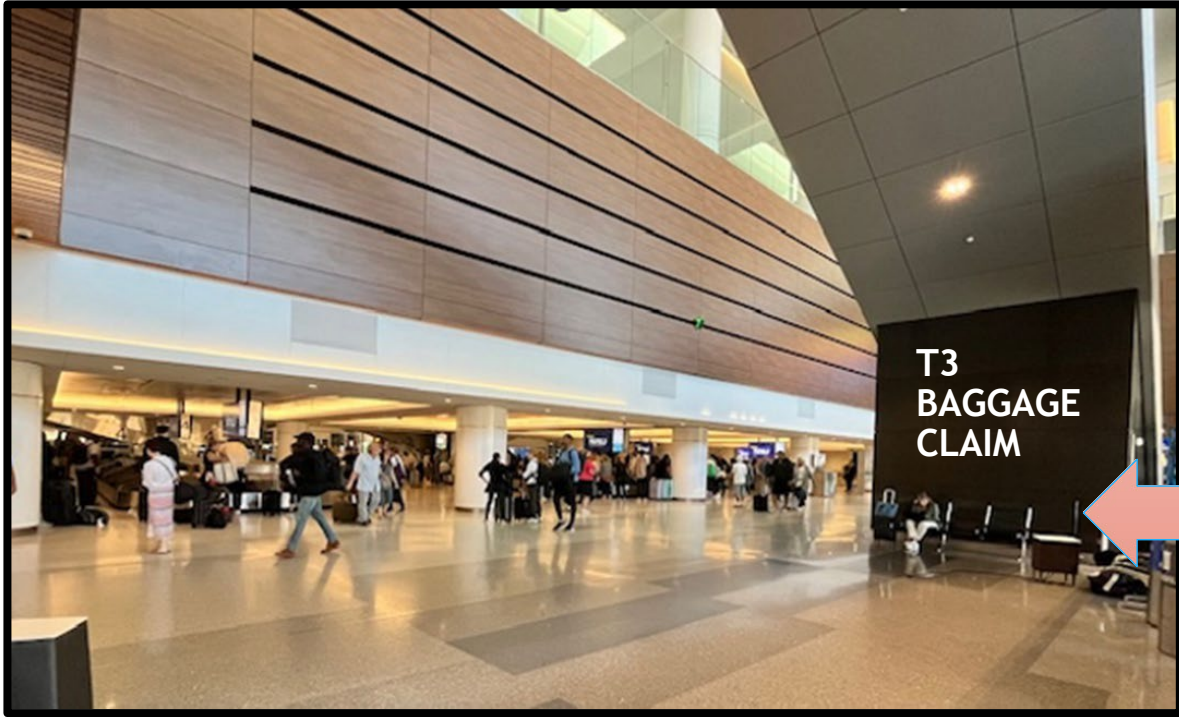
SOLICITATION DETAILS

Terminal 3 Food & Beverage Concession Small Business Opportunity

Kiosk Location: Terminal 3 Level 1 - Baggage Claim



KIOSK



SOLICITATION DETAILS - MINIMUM QUALIFICATIONS

• **Small Business Opportunity**

The City of Phoenix defines small business firms as:

- Owned and controlled by one or more persons,
- Personal Net Worth (PNW) of each owner(s) cannot exceed \$2.047M, and
- Annual Gross Sales (averaged over the business' previous 5-years) cannot exceed \$56.42M

US Small Business Administration Size Standard for Small Business - Additional Information Under Small Business Outreach in the Presentation

• **Experience**

Respondents must have a minimum of three (3) or more continuous years, in the last six (6) years of experience in the ownership, executive management, or operation of a Food & Beverage business concept.



SOLICITATION DETAILS - BUSINESS TERMS

- **Lease Terms:** 3 Year Term with Two, One-Year Renewal Options
- **Rent:** Percentage of Gross Sales
 - 8% for Food and Beverage
 - 16% for Alcohol (applicable to Micro-Restaurant)
 - No Minimum Annual Guarantee (MAG)
- **On-Site Storage Space**
 - Limited space;
 - Storage location located in post-security



EVALUATION CRITERIA



Proposed Concept(s) and Menu Items



Management, Marketing, and Operations Plans



Experience & Qualifications



Business Plan



ANTICIPATED SCHEDULE

RCS Issue Date: December 2024

Pre-Response Meeting: 12/16/2024

Submittal Due Date: 1/22/2025

Contract Award: Spring 2025

All RCS dates are subject to change



SMALL BUSINESS OUTREACH REQUIREMENTS



Sarah Moratto | Jana Evans | John Yslas



OUTREACH EVENTS

OUTREACH EVENTS

Phoenix Sky Harbor
Terminal 3
Small Business
Food & Beverage
Opportunity

*Micro Restaurant
& Kiosk*



Learn More at Upcoming Events

Business Information Meeting #1

Learn about the project scope,
important dates, and small business
outreach requirements.

Oct. 23
1 - 2 p.m.
via WebEx

Register



Business Information Meeting #2

Learn about the project scope,
important dates, and small business
outreach requirements.

Oct. 30
1 - 2 p.m.
via WebEx

Register



Operating at Sky Harbor Airport

Learn about key aspects of operating at
the airport such as security and badging
requirements, parking, deliveries, and more.

Nov. 7
1 - 2 p.m.
via WebEx

Register



SMALL BUSINESS OUTREACH REQUIREMENTS

As a recipient of U.S. Department of Transportation (USDOT) funding, Phoenix Sky Harbor Airport is required to establish an Airport Concessions Disadvantaged Business Enterprise (ACDBE) Program in accordance with regulations of the US Dept. of Transportation, 49 Code of Federal Regulations (CFR) Parts 23 and 26.

The purpose of today's presentation is to provide more information to ACDBEs and Small Businesses regarding this opportunity to participate in the performance of Concession contracts at Phoenix Sky Harbor Airport.



SMALL BUSINESS OUTREACH REMINDERS

Phoenix Sky Harbor Airport **does not set** Race- or Gender-Conscious Goals!

- Phoenix:
 - Utilizes Race- and Gender-Neutral measures to achieve ACDBE and Small Business Participation.
 - Utilizes a national market for our small business participation.
 - Must report this participation annually to the Federal Aviation Administration (FAA).



SMALL BUSINESS OUTREACH REMINDERS

- As part of the Outreach Requirement, the Successful Respondents must conduct outreach to small businesses, other than themselves!
- Some opportunities may include:
 - Janitorial services
 - Uniform services
 - Suppliers of products
 - Suppliers of goods and services

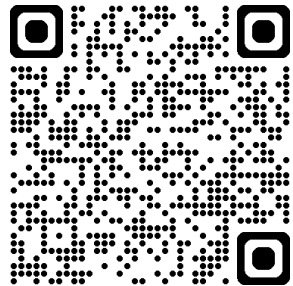
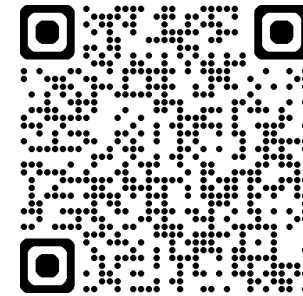


SMALL BUSINESS DIRECTORIES

ACDBE, DBE, and Small Business Concerns (SBC)

Use the Arizona Transportation Business Portal (AZ UTRACS)

<https://utracs.azdot.gov/search>



Small Business Enterprise (SBE)

City of Phoenix Certification & Compliance System

<https://phoenix.diversitycompliance.com>

Respondent's outreach efforts are not restricted to companies registered with the City!



SMALL BUSINESS OUTREACH REQUIREMENTS

FOR THIS CONCESSION SOLICITATION:

At the time of the Revenue Contract Solicitation (RCS) Submittal, ALL Respondents MUST, as a matter of responsiveness, complete and submit:

- Form EO1-200 - *Statement of Outreach Commitment*
- Form EO2-200 - *Small Business Outreach Efforts and Participants List*
- Form EO3-200 - *Small Business Utilization Commitment*

These forms will be made available when the solicitation is released.



SMALL BUSINESS OUTREACH REQUIREMENTS

All Respondents **MUST** fulfill the outreach requirements:

- Failure to provide documentation of required outreach efforts at submission = **REJECTED RESPONSE**
- Outreach efforts to small businesses must be demonstrated by submitting required documentation. (Form EO2-200)

If a Respondent is a:

- **Small business**, the Respondent **MUST** conduct outreach to other small businesses.
- **Joint Venture (JV)**, the Respondent **MUST** conduct outreach to other small businesses that are not already a partner of the JV.



SMALL BUSINESS OUTREACH REQUIREMENTS



REMEMBER: You must complete outreach requirements even if you are an ACDBE or a Small Business.

YOU CANNOT OUTREACH TO YOURSELF!



SMALL BUSINESS OUTREACH REQUIREMENTS

Steps to take for Outreach:

1. Identify opportunities for small business participation
2. Conduct outreach for small business participation
3. Evaluate small business participation
4. Tell each small business that responded to the outreach efforts of their selection decision whether or not the small business was selected



DOCUMENT!!! DOCUMENT!!! DOCUMENT!!!



EO2-200 SMALL BUSINESS OUTREACH EFFORTS & PARTICIPANTS LIST

Airport Concessions Disadvantaged Business Enterprise (ACDBE) Program Form EO2 - 200 - SMALL BUSINESS OUTREACH EFFORTS AND PARTICIPANTS LIST

Name of Company (Respondent):	Solicitation #:	Solicitation Name:
Contact Person:	Phone #:	Email:

Respondents must conduct outreach efforts and submit supporting documentation of those efforts, as described in the 49 CFR Part 23, in accordance with the detailed instructions in the Lease Clauses. Respondents should make copies of this form as needed. Sections A, B, and C must be completed for all businesses which include ALL PARTICIPANTS.

Sections D, E, and F are required to be completed for all ACDBEs and small businesses. Supporting documentation is required for columns D and F.

(A) Small Business Name and Contact Information	(B) Business Status	(C) Scope(s) of Work Solicited	(D) Solicitation Method	(E) Selection Decision	(F) Communication Final Selection Outcome
Name: Address: City, State, Zip: # of Employees Phone Number: Email or Fax: Age of Business: Range of Annual Gross Receipts: > \$10 million Gender of Majority Owner: Race of Majority Owner:	<input type="checkbox"/> ACDBE <input type="checkbox"/> SBC - Small Business Concern <input type="checkbox"/> SBE - City of Phoenix Certified	NAICS Codes and Scope(s) of Work:	<input type="checkbox"/> E-mail Blast <input type="checkbox"/> Phone Call <input type="checkbox"/> In Person <input type="checkbox"/> Newspaper <input type="checkbox"/> Website <input type="checkbox"/> Trade Listing <input type="checkbox"/> Outreach Event <input type="checkbox"/> Other:	<input type="checkbox"/> Firm was selected <input type="checkbox"/> Firm was not selected Provide explanation of why firm NOT selected <div style="font-size: 2em; font-weight: bold; color: red; text-align: center;">E</div>	Date Firm was Notified: Method used to Communicate Selection: <input type="checkbox"/> Email <input type="checkbox"/> Phone <input type="checkbox"/> Fax <input type="checkbox"/> Letter <input type="checkbox"/> In Person
Name: Address: City, State, Zip: # of Employees Phone Number: Email or Fax: Age of Business: Range of Annual Gross Receipts: > \$10 million Gender of Majority Owner: Race of Majority Owner:	<input type="checkbox"/> ACDBE <input type="checkbox"/> SBC - Small Business Concern <input type="checkbox"/> SBE - City of Phoenix Certified	NAICS Codes and Scope(s) of Work:	<input type="checkbox"/> E-mail Blast <input type="checkbox"/> Phone Call <input type="checkbox"/> In Person <input type="checkbox"/> Newspaper <input type="checkbox"/> Website <input type="checkbox"/> Trade Listing <input type="checkbox"/> Outreach Event <input type="checkbox"/> Other:	<input type="checkbox"/> Firm was selected <input type="checkbox"/> Firm was not selected Provide explanation of why firm NOT selected <div style="font-size: 2em; font-weight: bold; color: red; text-align: center;">E</div>	Date Firm was Notified: Method used to Communicate Selection: <input type="checkbox"/> Email <input type="checkbox"/> Phone <input type="checkbox"/> Fax <input type="checkbox"/> Letter <input type="checkbox"/> In Person

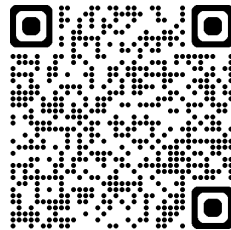
*Firms must be notified of final selection outcome prior to submittal of columns E&F of this form.



SMALL BUSINESS PARTICIPATION REQUIREMENTS

All Successful Respondents must fulfill ACDBE Program Requirements, and shall:

- Comply with Airport ACDBE Program Plan and 49 CFR Parts 23 and 26
- Track and report all ACDBE and small business participation that occurs as a result of:
 - * *Contracts*
 - * *Goods/services*
 - * *Procurements*
 - * *Or other arrangements involving sub-tier participation*
 - * *Purchase Orders*
- Enter data and supporting documentation monthly into the Phoenix Certification and Compliance System at: <https://phoenix.diversitycompliance.com>



SMALL BUSINESS OUTREACH REQUIREMENTS

Annual Small Business Participation Plan (SBPP)

- The Successful Respondent must submit an annual SBPP each year, on the anniversary date of their contract execution date.
- The SBPP will detail the Successful Respondent's continuing commitment to outreach to ACDBEs and small businesses.
- In advance of the contract anniversary date, EOD will send the SBPP template to the Successful Respondent for completion.



SMALL BUSINESS CERTIFICATION

Programs offered by the City of Phoenix: Federal vs Local

Disadvantaged Business Enterprise (DBE) and Airport Concessions DBE (ACDBE)

- Federal program (Part 23 & Part 26)
- USDOT-funded contracts administered by the City or its subrecipients (surrounding cities, Valley Metro and statewide)
- Firms located throughout the United States that completed the DBE process with the UCP



Small Business Enterprise (SBE)

- Local program (Phoenix City Code Chapter 18, Article VI)
- Opportunities to do business with the City of Phoenix
- Applicable to procurement and contracting that occurs using City funds
- Only available to firms with a primary or principal location in Maricopa County



Benefits to Small Businesses

- Opportunity to participate in the City's concessions program.
- AC/D/SBEs are eligible to bid on procurement or general services contracts reserved for competition among certified firms.
- Exposure for additional business opportunities through listing in on-line certification directory.
- Private sector firms, as well as other government agencies, offer opportunities to certified firms.

REMEMBER CERTIFICATION IS **NOT A GUARANTEE OF WORK!**



SMALL BUSINESS CERTIFICATION

Where to apply

City of Phoenix Certification & Compliance System
<https://phoenix.diversitycompliance.com/>



Contact Us

EOD - Business Relations Division
Certification Section
602-262-6790
Business.relations.eod@phoenix.gov



Creating an inclusive & equitable environment where everyone is valued.



EOD SMALL BUSINESS SUPPORT CONTACTS

For additional information,
please contact the Equal Opportunity Department - Business Relations Division

Certification Team: 602-262-6790



Compliance Team: 602-495-0887



Via email: business.relations.eod@phoenix.gov



- Questions on today's presentation:
 - Email: busopps.aviation@phoenix.gov
- Questions on ACDBE and Small Business Participation:
 - Jana Evans: jana.evans@phoenix.gov
 - Sarah Moratto: sarah.moratto@phoenix.gov

QUESTIONS



Next Business Information Meeting: October 30, 2024 at 1:00PM

<p>Business Information Meeting #2</p> <p>Learn about the project scope, important dates, and small business outreach requirements.</p> <p>Oct. 30 1 - 2 p.m. via WebEx</p> <p>Register</p> 	<p>Operating at Sky Harbor Airport</p> <p>Learn about key aspects of operating at the airport such as security and badging requirements, parking, deliveries, and more.</p> <p>Nov. 7 1 - 2 p.m. via WebEx</p> <p>Register</p> 
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Solicitation Transparency Policy is in effect when solicitation is issued!

REMINDERS



THANK YOU!



PHX PHOENIX SKY HARBOR
INTERNATIONAL AIRPORT

America's Friendliest Airport®

