



Addendum #1

**Revenue Contract Solicitation (RCS)
AVN RCS 20-020**

**RENTAL CAR CENTER FOOD, BEVERAGE, AND RETAIL
AT PHOENIX SKY HARBOR INTERNATIONAL AIRPORT**

The Solicitation Deadline for AVN RCS 20-020 will remain on **Friday, March 13, 2020 at 2:00 p.m.** as listed in the Schedule of Events on page 1 of the RCS.

The Aviation Department has reviewed the informal RCC Employee Food Preference survey and has determined the information in the survey would not assist Respondents in their response submittal. Therefore, the survey results will not be made available.

According to Section I – Introduction, Item M – Addendum to RCS, the City hereby amends the above-referenced RCS as follows:

1. **Section I – Introduction, Item D – Minimum Qualifications** is amended by deleting the third bullet point in its entirety and all references in the RCS to the requirement to submit Satisfactory Health Inspection Records within the Respondent's Response.
2. **Section II – Scope Overview** is amended by adding the following:

F. EMPLOYEE RETENTION

Aviation is dedicated to exceptional customer service and will require the Successful Respondent to operate the concession space in an efficient, customer friendly, well-run manner to meet the needs of customers.

Existing concession employees who have worked at the Rental Car Center have developed invaluable knowledge and experience regarding PHX operations and the professional handling of conditions specific to an airport / Rental Car Center, such as sudden influxes of customers during peak periods of the day, changes in airline schedules, impact of weather conditions, etc.

The Successful Respondent and their Partners must hire from the pool of current RCC concession employees who are employed by the current RCC concessionaires and retain those concession employees in similar job classifications for 120 days.

The Successful Respondent and their Partners may only interview employee candidates outside this group of RCC concession employees when there are no longer any employees of the current RCC concessionaires available to hire in similar job classifications.

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 CITY OF PHOENIX AVIATION DEPARTMENT

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3. **Section III – Evaluation Criteria and Response Instructions, Item 3 – Delivery of Response** is amended by adding the following as the seventh bullet point under “Respondent’s sealed package(s) must include the following”:
 - In a separate sealed package marked “Small Business Verification,” two (2) hard copies of the Respondent’s federal tax returns (or personal tax returns if filing a Schedule C for sole proprietorship) for the most recent three (3) years. If the Respondent is part of a partnership or joint venture, tax returns for the most recent three (3) years must be submitted for each partner.
4. The RCS, Lease, and any Exhibits are amended by deleting all references to David DeLeon and replacing with Carl Cephas as follows:

Carl Cephas
City of Phoenix Aviation Department
Business and Properties Division
2485 East Buckeye Road
Phoenix, AZ 85034
Phone Number: 602-683-3954
Email: carl.cephas@phoenix.gov

In the event of any conflicts with the earlier answers or addenda, the final written answers and final addendum shall control.