



Addendum #4

**Revenue Contract Solicitation (RCS)
AVN RCS 21-025**

**Terminal 4 South 1 Concourse Food & Beverage
Concessions Phase I
at Phoenix Sky Harbor International Airport**

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

DELETE AND REPLACE:

1. Delete the Schedule of Events as amended in paragraph 1 of Addendum 2 and replace with the following. The dates for the Solicitation Deadline, Tentative Interviews/Discussions, Award Recommendation to City Council, and Commencement of Agreement have been updated.

ACTIVITY	DATE & TIME (All times are local Phoenix, AZ time)
Publish RCS	Thursday, May 27, 2021
Pre-Response Meeting via WebEx Live Meeting	Tuesday, June 15, 2021 at 10:00 a.m. Join by Phone: +1-415-655-0001 Access Code: 177 150 4359 Meeting Link: https://cityofphoenix.webex.com/cityofphoenix/onstage/g.php?MTID=ea4f7d492752faafdcb2db67fb73150d9
Question Deadline: Submittal of Written Questions	Friday, June 25, 2021 at 2:00 p.m.
Answer Deadline: Answers to Written Questions	Thursday, July 15, 2021
Solicitation Deadline	Friday, September 17, 2021 by 2:00 p.m. Response Opening to begin at 2:15 p.m. Meeting link: https://cityofphoenix.webex.com/cityofphoenix/j.php?MTID=m6aca18efe24a93deeb46236793ef7c1a Meeting number: 177 071 6506 Join by phone +1-415-655-0001 US Toll Access code: 177 071 6506
Tentative Interviews / Discussion (If Necessary)	November 8 – November 12, 2021
Award Recommendation to Phoenix City Council	February 2022
Commencement of Agreement	March 2022

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2. Delete and remove all references to the F1 and F3 space square footage in the RCS and replace with the following square footage:
 - **F1 7,710 square feet:** Food Hall (with seating)
 - **F3 1,540 square feet:** Coffee Focus Café Bar
3. Delete Section I – Introduction, Item D – Minimum Qualifications, paragraph 1 in its entirety and replace with the following:
 1. Respondent and Respondent’s joint venture partners, if any, must clearly demonstrate its/their financial ability to fund the initial capital investment proposed by Respondent. Documentation must be provided in the Response consisting of audited financial statements for two (2) years of the required three (3) years of common-use airport lounge ownership/management operation within the last five (5) years and/or current letters of intent from financial institutions.
4. Delete all references to the Package 1 Minimum Annual Guarantee (MAG) and replace with **\$385,500.00**.
5. Delete all references to the Package 2 Minimum Annual Guarantee (MAG) and replace with **\$77,000.00**.
6. Delete Section II – Scope Overview and Requirements, Item F – “As Is” Condition With Capital Investments, paragraph 2 in its entirety and replace with the following:

Initial Capital Investment

All capital investments will be evaluated according to the value and appropriateness of improvements considering the concepts described in this RCS. The Successful Respondent will be required to spend a minimum amount of **\$450.00 USD per square foot** for leasehold improvements and trade fixtures. In the event the Successful Respondent does not spend the total capital investment proposed for the concession concepts, the unspent balance must be remitted to the City no later than four (4) months after commencement of the primary term of the Lease.

- The minimum average initial capital investment for seating within the concession space areas is **\$150.00 USD per square foot**.

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7. Delete the last paragraph added to the end of Section III – Evaluation Criteria and Response Instructions, Item B – Submission of Response – Electronic or In-Person Submission as amended in paragraph 3 of Addendum 3 and replace with the following:

Respondents will be allowed to submit an electronic test submission. Please send electronic test submissions to avn.solicitations@phoenix.gov and specify in the title that the submission is only a test. The City will acknowledge receipt of the test submission but will not be responsible for providing any additional information related to the Respondent's test submission. A test submission will not be counted as a final submittal. The actual Response must be submitted before the solicitation deadline. Successful electronic test submission is not a guarantee that electronic final submission of the Response will also be successful, and the City will not be responsible for any technical issues that may occur with the electronic final submission. **The Respondent is responsible for ensuring its Response is received prior to the solicitation deadline date and time.**

8. Please delete in its entirety Exhibit 15 – Tenant Design Criteria (Rev. June 22, 2021) as amended in paragraph 3 of Addendum 1 and replace with **Exhibit 15 – Tenant Design Criteria (Rev. July 26, 2021)**.

The revised Exhibit 15 – Tenant Design Criteria (Rev. July 26, 2021) and **Supplement to Exhibit 15 – Tenant Design Criteria (Rev. July 26, 2021) - Revisions Narrative** have been posted and are available at the following link:

<https://solicitations.phoenix.gov/Solicitations/Details/932>

9. Exhibits 13, 14, 19, 20, 27, 28, 29, and 30 are deleted in their entirety and replaced with **Revised Exhibits 13, 14, 19, 20, 27, 28, 29, and 30**. The **Revised Exhibits** update the square footage for the F1 and F3 spaces as specified in paragraph 1 of this Addendum.

The **Revised Exhibits** 13 and 14 are attached to this Addendum. The **Revised Exhibits** 19, 20, 27, 28, 29, and 30 are posted and available at the following link:

<https://solicitations.phoenix.gov/Solicitations/Details/932>

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10. Under the Questions and Answers on Addendum 3, delete the Answer to Q6 in its entirety and replace with the following:

The City is aware that some national operators have a pre-established number of operational days per week. If a national brand has a pre-established standard for their number of operational days per week, they may submit a response with that established standard.

11. Under the Questions and Answers on Addendum 3, delete the Answer to Q57 in its entirety and replace with the following:

Projected enplanements are based on Airport analysis and consistent with rating agency analysts and industry watchers. The City makes no representation or warranties, expressed or implied, as to the accuracy of these projections. Respondent assumes all risk associated with use of these projections, including its accuracy, relevance, and/or materiality to the formulation of its Response.

Year	Projected Enplanements
2023:	2,000,000
2024:	2,424,406
2025:	2,453,499
2026:	2,482,941
2027:	2,512,736
2028:	2,542,889
2029:	2,573,404
2030:	2,604,284
2031:	2,635,536
2032:	2,667,162

The balance of the specifications and instructions remain the same.

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QUESTIONS AND ANSWERS

QUESTIONS AND ANSWERS	
The following questions were submitted by interested Respondents and are represented as they were received.	
Q1	Can you outline the changes made in the revised design criteria so we don't miss any?
Answer	See Exhibit 15 – Tenant Design Criteria (Rev. July 26, 2021) and Supplement to Exhibit 15 – Tenant Design Criteria (Rev. July 26, 2021) – Revisions Narrative as provided in paragraph 8 of this Addendum.
Q2	With the changes and late date for round 2 of questions, will there be additional time for the submittal?
Answer	Yes, please reference paragraph 1 of this Addendum. The amended Solicitation Deadline is Friday, September 17, 2021 by 2:00 p.m.
Q3	On Page 55 of the Design Criteria the square footage is listed at 11,169 for F1 on the plan but listed at 7,662 on the header. Please confirm.
Answer	Space calculation has been revised. The square footage for F1 has been revised per the new area calculation method. Refer to page 10 and Appendix in Exhibit 15 – Tenant Design Criteria (Rev. July 26, 2021).
Q4	Can you clarify the intent of the 3'6" Max Height Zone? It appears that the idea is for seating along the windows. Please confirm. If that space is designated for seating, will that square footage be at the seating minimum spend of \$150 per s.f. rather than the F&B requirement of \$450 per s.f.?
Answer	Confirmed, the 3'-6" Max. Height Zone is for seating along the windows to maximize visibility to the exterior windows/views. Refer to Appendix in Exhibit 15 – Tenant Design Criteria (Rev. July 26, 2021). Confirmed, seating area is \$150 per square foot. Please see paragraph 6 of this Addendum
Q5	On F1-05 Lease Elevation on Page 157, Can you clarify what the hatch signifies along the window wall above the 3'6" max height zone?
Answer	The hatched areas indicate the windows on the elevations.

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



SECTION VI – EXHIBITS

**CITY OF PHOENIX
Aviation Department
Contracts & Services
2485 East Buckeye Road,
Phoenix, AZ 85034**

EXHIBIT 13

PACKAGE 1

PROPOSED FIRST YEAR MINIMUM ANNUAL GUARANTEE (MAG)

(Rev. July 30, 2021)

Table 1: Proposed First Year Minimum Annual Guarantee (MAG)

Proposed MAG	Proposed MAG - Written in words
\$ _____	_____

Respondents that propose an amount less than the First Year MAG of \$385,500 for Package 1 will be deemed non-Responsive. Proposed MAG will be evaluated as the proposed financial return to the City.

ATTEST:

(Witness Signature)

(Company Name)

By: _____
(Signature of Chief Financial Officer)

(Print Name of Chief Financial Officer)

Date: _____

Phone No.: _____



SECTION VI – EXHIBITS

**CITY OF PHOENIX
Aviation Department
Contracts & Services
2485 East Buckeye Road,
Phoenix, AZ 85034**

EXHIBIT 14

PACKAGE 2

PROPOSED FIRST YEAR MINIMUM ANNUAL GUARANTEE (MAG)

(Rev. July 30, 2021)

Table 1: Proposed First Year Minimum Annual Guarantee (MAG)

Proposed MAG	Proposed MAG - Written in words
\$ _____	_____

Respondents that propose an amount less than the First Year MAG of \$77,000 for Package 2 will be deemed non-Responsive. Proposed MAG will be evaluated as the proposed financial return to the City.

ATTEST:

(Witness Signature)

(Company Name)

By: _____
(Signature of Chief Financial Officer)

(Print Name of Chief Financial Officer)

Date: _____

Phone No.: _____