

**REQUEST FOR PROPOSAL
CONCESSIONS OPPORTUNITY
ADDENDUM NO. 6**

March 16, 2017

REMINDER:

RFP Packages: Packages (F&B-1 and F&B-2) are due April 4, 2017 by 2:00 p.m. Central Time.

RFP Packages: Packages (F&B-3, F&B-4, RTL-5, RTL-6, RTL-7, SVC-8 and SVC-9) are due March 28, 2017 by 2:00 p.m. Central Time.

Final Question: ALL packages final day of questions March 14, 2017 by 5:00 pm. Central Time.

Questions	Answers
<p>"Certificate of Interested Parties" be completed online? Is it before submit proposal?</p>	<p>The Certificate of Interested Parties is completed, online, prior to execution of a lease/agreement between the awardee and DFW. Only the entity that is awarded the location will need to submit the Certificate. Step-by-step instructions will be given upon notice of award.</p>
<p>It is unclear whether the State of Texas Ethics Form 1295 "Certificate of Interested Parties" needs to be included with submitted proposals and if so, which Tab should it be placed in?</p>	<p>The Certificate of Interested Parties is completed, online, prior to execution of a lease/agreement between the awardee and DFW. Only the entity that is awarded the location will need to submit the Certificate. Step-by-step instructions will be given upon notice of award.</p>
<p>With regards to the Form 1295 that the RFP states is "required for all vendors submitting a proposal" - If a Proposer is already operating within the DFW airport concessions program, do they need to submit the form again with their proposal or proposals (?)</p>	<p>The Certificate of Interested Parties is completed, online, prior to execution of a lease/agreement between the awardee and DFW. Only the entity that is awarded the location will need to submit the Certificate. Step-by-step instructions will be given upon notice of award.</p>
<p>Please clarify if the State of Texas Ethics Form 1295 "Certificate of Interested Parties" needs to be included with submitted proposals and if so, which Tab should it be placed in?</p>	<p>The Certificate of Interested Parties is completed, online, prior to execution of a lease/agreement between the awardee and DFW. Only the entity that is awarded the location will need to submit the Certificate. Step-by-step instructions will be given upon notice of award.</p>
<p>F&B-1 Deli: Does the common seating area café style seating count as part of 818 sq. ft.? Or is the seating area in addition to the 818 sq. ft.? Who keeps the area clean?</p>	<p>This area is not included in the 818 sq. ft as previously shown. Please see the revised LOD for additional clarification (Follow the link below and click the Package Document for FB-1 Fast Food Deli.) DFW will provide janitorial services. https://www.dfwairport.com/concessions/solicitations/P2_701162.php</p>
<p>If you are not badged, how do you get into the airport to view proposal locations?</p>	<p>An option is to purchase a low-cost airline ticket for same day travel, allowing you to enter through the security checkpoint.</p>
<p>How to make airport tour?</p>	<p>An option is to purchase a low-cost airline ticket for same day travel, allowing you to enter through the security checkpoint.</p>

<p>Re: Minimum Requirement #14, is there additional information as to the location of the common area seating? Will the seating will be “common area” beyond the deli’s lease line? Should the “seating, tables and other furniture, design applications and amenities” reflect the deli’s concept’s brand image or will the common area furniture need to be more generic for it to 'blend' with other locations?</p>	<p>Please see the revised LOD for additional clarification. Proposers may brand the seating area to reflect their brand, however, please be fully aware this seating will be open seating, not just for your location.</p> <p>Follow the link below and click the Package Document for FB-1 Fast Food Deli. https://www.dfwairport.com/concessions/solicitations/P2_701162.php</p>
<p>F&B-1: Will the space support a Type 1 or Type 2 hood which can connect to ventilation? If yes, will the ventilation be shared with the other F&B operators in this area?</p>	<p>Refer to the Utility Matrix www.dfwairport.com/concessions/solicitations/P2_701162.php Grease exhaust vents are always dedicated and never share with multiple tenants.</p>
<p>RTL-6: For the C33 travel essentials with coffee, we understand the unit will be sub-divided from two previous tenants. Can DFW provide any images/drawings regarding what the base-building elevation conditions will look like?</p>	<p>The successful proposer will redesign the storefront façade and entry portal into the location as shown in the LOD. The successful proposer will demolish any remaining finishes and features from the previous tenant. All storefronts must be self-supporting and may only be braced laterally from base building structure. The height of the entry portal should be maximized and proposers are encouraged to take advantage of the Vertical storefront signage features to allow for a taller opening.</p>
<p>F&B-2: In Space D-2-SV113, there seems to be what potentially is a large square mechanical duct. Does the square duct come straight down to the floor? Or does it end at the ceiling?</p>	<p>The large “Duct” is representing the overhead location of the mechanical shaft which houses the grease and steam exhausts from the South Village tenants. Location D-2-SV113, as well as the neighboring Food and Beverage tenants, must utilize this shaft for their exhaust. This chase exists above the concourse ceiling and extends to the terminal building high roof.</p>

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<p>F&B-1: There are several existing FID units on the façade over space D-2-SV114. Are these FID units to remain?</p>	<p>No, the FID units will be removed by the Airport.</p>
<p>F&B-1: Price points for full meal options including an entrée, side and drink must range within \$10. Is this requirement for all items i.e. steak, chicken, veggie? If different size options are offered can larger sandwiches exceed the \$10 minimum requirement?</p>	<p>Refer to Addendum No. 4, Page 1.</p>
<p>F&B-1: Can sales information be provided for the existing units?</p>	<p>See Resources; Gross Receipts detail by location available in FY16 Performance Summary Report. https://www.dfwairport.com/concessions/solicitations/P2_701162.php</p>
<p>SVC-08 and SVC-09: Is there water hook ups and drains in or at B-28 and D-21 locations allocated for the spas? As well for C-12 in the future? Is there water hook ups and drains in or at B-28 and D-21 locations allocated for the spas? As well for C-12 in the further?</p>	<p>The Airport will provide water supply and sewer connections to all Spa locations. Exact location of connection points will be coordinated with the successful proposer.</p>
<p>In Exhibit H: Proposer Checklist, it states that the proposal must be no more than 60 8.5x11 pages. Are we allowed to submit renderings on 11x17 pages?</p>	<p>Yes.</p>

<p>In the RFP on page 27, it states to include the following requirement as a part of Tab 2.1. Year-over-Year Sales growth over the past 3 years, submit a Summary of Financial Statements, Exhibit C. However, in Exhibit H, which requires proposer signature, it lists 'Estimated Investment Statements, Exhibit C' under Tab 2.3. Can DFW please confirm if we are to submit this form twice or which tab to include this form under?</p>	<p>Submit this form once in Tab 2.3.</p>
<p>Terminal D South Village: Is the seat element required?</p>	<p>Yes, the seating elements are required.</p>
<p>South Village: Is the ribbon by landlord or tenant? Is there a drawing showing the location in plan?</p>	<p>The Ribbon is provided by the Airport. The plan location is forthcoming.</p>
<p>Do the renderings count toward the page limitation?</p>	<p>Please refer to Addendum No. 1, Page 2.</p>
<p>Could you please provide a detailed plan of TERMINAL D SOUTH VILLAGE REDEVELOPMENT?</p>	<p>Refer to Resource for the Tenant Design Manual. https://www.dfwairport.com/concessions/solicitations/P2_701162.php The plan location is forthcoming.</p>
<p>Page 20 of the RFP mentions "Provide as much written text as you feel is necessary to effectively communicate your company's qualifications, subject to the page limitations set forth for each section." – We couldn't find the page limitation set forth for each section. Could you please clarify?</p>	<p>Refer to Exhibit H: "Proposal should not exceed a total of sixty (60) 8 ½ inch x 11 inch pages in length, 11 point font, single-spaced, single sided (thirty 30 pages double sided)."</p>
<p>Will the successful proposer be required to offer a 10% discount to badged employees?</p>	<p>While an employee discount is not required, concessionaires are encouraged to provide employee specials and/or discounts, resulting in additional sales for the concessionaires and supporting the Airport's robust employee base.</p>

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<p>F&B-2: For the Chicken RFP can you give a further explanation on the seating for the Chicken concept? Should the seating and queuing be incorporated inside of the LOD? If not, please explain how both of these items should be outlined since it says seating TBD.</p>	<p>The seating should be designed for the area, which is called "Common Seating." Service and queuing should be designed to take place within the LOD for D-2-SV113. It is our expectation that customers will pick up food within the location and take their food to the seating area.</p>
<p>Does Exhibit A: Proposal Acknowledgement Form Dallas/Fort Worth International Airport need to be notarized.</p>	<p>Yes, Exhibit A must be notarized.</p>
<p>I'm assuming the statement below doesn't apply to the shoe shine SVC-03 proposal package?</p>	<p>Refer to Addendum No. 4, Page 2.</p>
<p>What constitutes an allowance (Attachment 1)?</p>	<p>Refer to Addendum No. 4, Page 4.</p>
<p>F&B-4: Will DFW redo the LOD for the FB4? If so when?</p>	<p>No.</p>
<p>On the Exhibit D: Pro Forma, I am seeking clarification on Percentage of Gross Receipts and Sponsorship Fee(s). Is the Percentage of Gross Receipts the same as Percentage of Gross Sales? Are the Sponsorship Fee(s) the same as the .05% Marketing Fee?</p>	<p>Gross Receipts and Gross Sales should be effectively identical; however gross Receipts may also include non-sales amounts in some cases. See draft lease for full definition of "Gross Receipts." https://www.dfwairport.com/concessions/solicitations/P2_701162.php</p>
<p>Attachment 2 is included with the RFP documents but is not on the Proposal Checklist. Does this need to be completed and if so, which Tab should it be submitted under?</p>	<p>Yes, complete Attachment 2. (Tab 2.3)</p>
<p>Packages F&B 1 and 2, Attachment 1: in the PRODUCT DESCRIPTION column, what do Allowances refer to (see attached)? Could you please clarify?</p>	<p>Refer to Addendum No. 4, Page 4.</p>

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<p>Do we have to have either ACDBE or M/WBE certificate or we need both?</p>	<p>Per the RFP, If claiming ACDBE or M/WBE participation, certificates for all certified firms shall be included with the Proposal submission in order to credit the participation of an ACDBE or M/WBE towards the goal stated in the RFP.</p>
<p>When do we have to present this certificate? Since we have not received the certificate yet, when is the deadline for the airport to receive this?</p>	<p>If claiming ACDBE or M/WBE participation, certificates for all certified firms shall be included with the Proposal submission.</p>
<p>If you achieve ACDBE participation through a joint venture please confirm if we are still to complete Exhibit F-3?</p>	<p>If the proposer plans to participate in a joint venture with a certified ACDBE firm, the proposer must complete Exhibits F-1: ACDBE Commitment Form, F-2: ACDBE Intent to Perform, F-4: ACDBE Concessionaire Information, and provide a Draft Joint Venture Agreement and ACDBE Certificate(s). Submit with the proposal submission so that the proposed option is approved by the Vice President at the time proposal is submitted.</p>
<p>For Exhibit F-3 it appears there is nothing that requires completion on the form. Please clarify if this form should be included in proposals that achieve the ACDBE goal through a joint venture and what information should be attached to the form to make the proposal compliant.</p>	<p>If the proposer plans to participate in a joint venture with a certified ACDBE firm, the proposer must complete Exhibits F-1: ACDBE Commitment Form, F-2: ACDBE Intent to Perform, F-4: ACDBE Concessionaire Information, and provide a Draft Joint Venture Agreement and ACDBE Certificate(s). Submit with the proposal submission so that the proposed option is approved by the Vice President at the time proposal is submitted.</p>
<p>On page 35, Item 3, it states "(JOINT VENTURES ARE NOT AN OPTION FOR MULTI-LOCATION CONCEPTS)". Does this mean that a JV with an ACDBE cannot be a participation option for Package F & B -3?</p>	<p>Please refer to Addendum No. 2, Item Joint Venture Clarification</p>

<p>If a proposer has a previously approved joint venture agreement that was awarded a contract prior to 2012 or after 2014, is it permissible to amend the joint venture agreement to add the proposed location?</p>	<p>Per the RFP, Draft Joint Venture Agreements shall be specific to the proposed concept and location. If proposer has a DFW-approved Joint Venture Agreement from a recent (2012-2014) award or afterwards, the proposer has the option to submit a new joint venture agreement specific to the proposed concept and location or add the new location via an amendment to the DFW-approved joint venture agreement on file only if there is no change in ownership interest percentages and roles and responsibilities. Proposer shall not submit a copy of a previously approved joint venture agreement applicable to a different location and not outline the ownership roles and responsibilities applicable to the proposed concept and location.</p>
<p>Our certification is due in April of this year, 2017. I have not gotten a certificate for ACDBE and we are proposing in March. Also, in going to the website https://dfw.diversitysoftware.com/FrontEnd/VendorSearchPublic.asp?XID=1713&TN=dfw , we are not listed. Could you please help me understand this and correct both items?</p> <p>Certification number HFAC39158Y0417 Certification number HFAC64953Y0416</p>	<p>Certificate is valid at the time of the proposal.</p>

Please continue to check our website www.dfwairport.com/concessions for updates.