




TO: All Prospective Proposers
FROM: Carlos E. Ruiz, A.A.E. – Director of Commercial Business 
SUBJECT: ADDENDUM #1 – RFP for Automated Retail Concessions Program
DATE: September 4, 2020

Below are the questions and responses for the above referenced RFP.

Question #1 - Can we have a list of potential bidders?

No – However, a list of Proposers will be released after sealed proposals are publicly open and read on September 14 at 4 p.m. EST.

Question #2 - How will access to the vending machines be outlaid?

Inventory shipments for the machines will arrive at the Centralized Receiving and Distribution Facility (CRDF). CRDF staff will then deliver the inventory to the storage cages in the commissary located under Concourse A, where the successful Proposer's badged employees will access to pick the inventory and service the machines.

Question #3 - Can the submittal of the actual proposal be rescheduled for two additional weeks?

No – In order to meet the schedule as shown under Section 3.1.9 – Schedule of Events, more specifically, the submittal to the Airport District's Board, the schedule must remain as is.

Question #4 - Can anyone submit a proposal, or is it limited to residents of South Carolina?

Anyone can submit a proposal. However, Proposers must be able to conduct business in South Carolina.

Question #5 - Is there a list of insurance companies we must use?

No.



Question #6 - Are there any standards for specific vending machines?

Please refer to Exhibit A, starting on page 28 of the RFP for specific dimensions.

Question #7 - What is the MAH and how is it determined?

If this refers to a Minimum Annual Guarantee, there is no MAG in the Automated Concession Agreement.

Question #8 - How does the terminal clause tie into the financial obligation?

The term "terminal clause" does not have any bearing within the RFP or the Space/Use Operating Permit.

Question #9 - What taxes and assessments are being paid today?

Unknown – The Airport District as a political subdivision of the State of South Carolina is exempt from taxes, fees, and assessments. Therefore, the current operators handle these financial obligations directly with the appropriate governmental entities.

Question #10 - Why can't a vendor deduct credit losses?

The percentage fee proposed for each concept is applied to gross revenue. Therefore, the successful Proposer will not be able to deduct any losses.

Question #11 - What is the current utility being applicable to the location being charged?

There are no utility charges other than the Centralized Receiving and Distribution Facility (CRDF) fee, which is assessed annually based on a proration of services to each tenant as determined by the District.

Question #12 - How will the utilities be charged?

Please see the response to Questions #11.



Question #13 - What is a Minimum Monthly Charge relative to central receiving and distribution facility charge?

The Minimum Monthly Charge will be the Percentage of Receipts (Gross Revenue) proposed for each concept by the Proposers.

Question #14 - Why will permit automatically renew on a month to month basis unless terminated per section 5?

It is to provide the successful Proposer and the District with the flexibility to continue the partnership after the initial term or terminate the agreement as permitted under Section 5 of the Space Use/Operating Permit. If terminated, the District would conduct another RFP selection process for interested companies to compete for a new agreement.

Question #15 - What are the current fees?

- ZoomSystems/Swyft – 7% of Gross Receipts
- Prepango – 15% of Gross Receipts

Question #16 - Why are companies having to reimburse the District 18% for the cost of attorney fees?

This is not accurate and misunderstood. For clarification, please see Section P and S from Attachment B in the Space Use/Operating Permit below:

Section P. Costs and Attorneys' Fees. In the event that District elects to engage the services of an attorney to collect any sums due hereunder from Company, or in the event the District is the prevailing party in any action to enforce any provision of this Permit or in any other legal proceeding at law or in equity arising hereunder or in connection herewith, Company shall reimburse District for all reasonable costs, attorneys' fees and all other actual expenses incurred by the District in the defense and/or prosecution of such legal proceeding and in any appeals, including, but not limited to, fees and expenses for paralegals, investigators, legal support personnel and expert witnesses.

Section S. Interest on Sums Due District. Any sums payable by Company to District under any provision of this Permit which are not paid when due shall

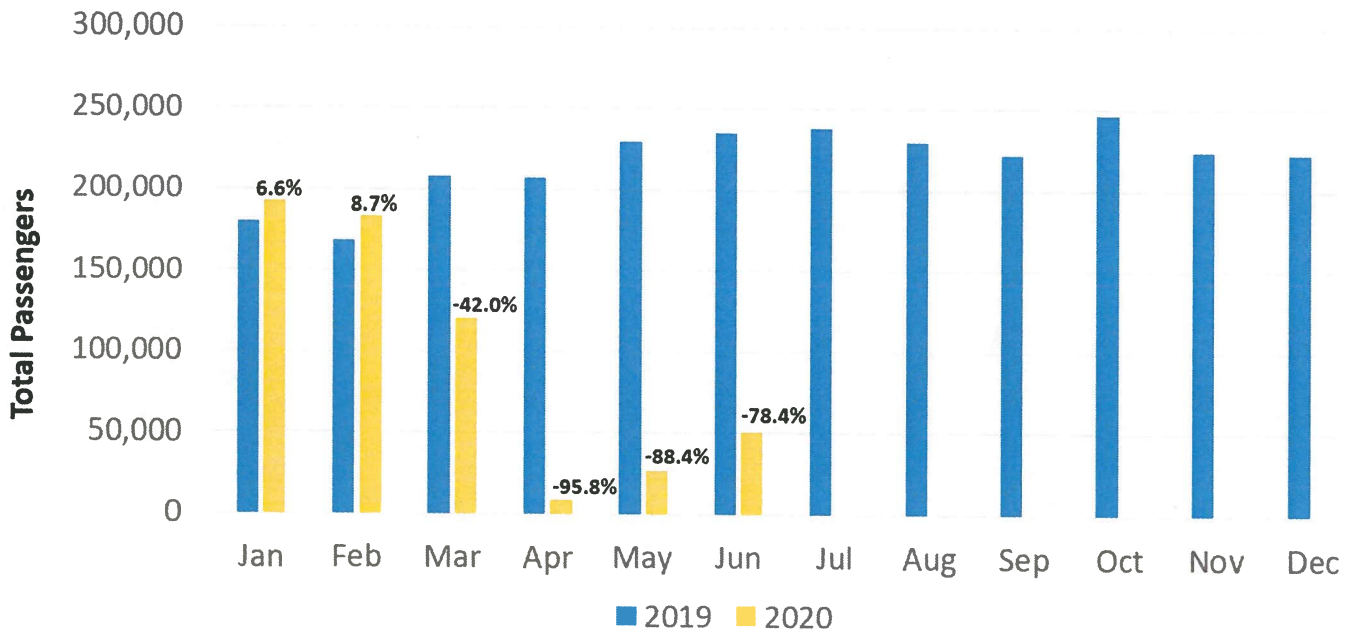


bear interest at the rate of eighteen percent (18%) per annum from the date the same became due and payable until paid.

Question #17 - Please provide the current year passenger enplanement statistics.

Please see the response to Questions #18.

Question #18 - What is the current decrease in enplanements vs. 2019?



Question #19 - Will our proposal be disqualified if we do not intend to bid with ACDBE participation?

No.

Question #20 - Can you update Exhibit B to include current operator revenues for April thru July please?

Please see attached "Updated Exhibit B – Sales".



Question #21 - Can you consider extending the submission deadline by 1 month?

Please see the response to Questions #3.

Question #22 - Will power outlets be provided by the airport district for the new spaces currently not occupied by automated retail?

There are power outlets already located in the new spaces.

Question #23 - Can responses include different percentage proposals per concept (ie. one rate for CE and another rate for a beauty concept)?

Yes – Please refer to Form 2 – Proposal Form. Proposers are able to submit a different percentage fee for each proposed concept.

Question #24 - Would the airport district accept a concept in Location 1, Parking Garage A, level 1 that is slightly wider than the 24 in. specified?

No – Otherwise, the proposed concept would be too far into the hallway and disrupt the pedestrian flow of the surrounding circulation space. However, the larger concept could be submitted as an alternative concept. Please see the response to Question #27 for more information.

Question #25 - For Proposer's unable to take photos in person at the pre-proposal meeting, will the airport district provide photos of each space without the inserted box, specifying dimensions, to be able to provide clean renderings of the spaces?

Yes – Please see attached "Exhibit A for Renderings".

Question #26 - Would the airport district consider extending the proposal due date deadline, due to internal constraints brought on by COVID-19? (ie offices closed, remote working conditions)

Please see the response to Questions #3.



Question #27 - Can the response include a proposed concept, and alternative concepts for a specific space?

Yes. However, if more than one concept is submitted, the Proposer should clearly notate their preferred concept that complements the location as well as the percentage of gross, if different.