



SAN LUIS VALLEY REGIONAL AIRPORT

Request for Proposals: Non-Exclusive Airport

Terminal Rental Car Concessions

Addendum One: April 22, 2022

Questions and Answers

1. RFP p1: "Bids will be awarded to **any** responsible and responsive proposer." Please clarify this statement.
A: Just means that we can award the contract to any proposer that meets our requirements and is the best fit for ALS based on established criteria in RFP and lease. It does not guarantee that you will be awarded the contract just for bidding.
2. RFP p3: Allocation Of Space By Airport: What does "**ALS**" mean?
A: ALS is the identifier for the SLV Regional Airport.
3. RFP p3: Award Of Contract: "**Bids** will be awarded to the responsible and responsive proposer...". What does this mean?
A: It means that the contract will be awarded to the bidder/proposer that best meets the requirements of the RFP at the Airport's discretion. The airport reserves the right to reject any and all bids.
4. Lease p2: Rent, f: "Lessee shall provide a monthly sales report to Lessor showing all rental car **transactions**...". What specific information is being requested?
A: Number of cars rented that month, gross revenues for that month. May include class of vehicles rented in final lease.
5. At what hours may the Lessee enter the terminal?
A: The Lessee will be given access to the terminal during normal terminal open hours, which varies monthly due to the airline schedule. Currently it is 0630-2000.
6. Lease p6, #20: Define Non-Exclusivity. What is the intent of the Airport?
A: Intent of the Airport is to establish a contract with a Rental Car Concessionaire over the next 3 years. If demand deems that additional rental car service is needed

at any time, the Airport reserves the right to advertise for additional rental car service.

7. If airline service was to stop for a period exceeding 3 months, could language in the contract be added to reduce rent for the Lessee until airline service was restored?
A: The contract provided was a sample to give basic terms and conditions. Specific terms and conditions may be negotiated.
8. Can the Rental Car Concessionaire wash cars in the parking lot?
A: No.
9. Is there anything the airport can do to prevent other rideshare companies like Lyft, Uber, Turo from taking business away from us?
A: No.
10. Insurance requirements - Could the Airport consider lowering the Automobile insurance requirement from \$5,000,000 down to \$2,000,000?
A: Yes, we can accept \$2,000,000 aggregate automobile insurance.
11. As an addition to the Insurance question, the question was asked if the proposal had to contain the actual insurance documents or a letter from the insurance company stating that said Rental Car Company is eligible for the \$5mil liability, and \$2mil auto insurance.
A: Required Insurance Policy must be in place before effective date of contract.
12. Is covered parking included?
A: No.
13. Can we move the deadline for written questions up to May 2?
A: Yes, this change will be made to the RFP.

Changes to RFP

1. RFP p.1, last paragraph: “~~Bids~~ **Contract may** will be awarded to any responsible and responsive proposer.”
2. RFP TIMELINE:

RFP posted on website (sanluisvalleyairport.org)	April 8, 2022
Advertised in Valley Courier	April 12, 2022
Pre-Bid Meeting 10:00 am, Alamosa County Administration Building	April 20, 2022
Deadline for written questions	May 5, 2022 May 2, 2022

Proposals Received at 2490 State Ave., Alamosa, CO 81101	May 6, 2022
Bid Opening 10:00 am, Alamosa County Administration Building	May 9, 2022
Expected Approval/Selection	May 11, 2022
Notice of Award for Successful Proposal	May 13, 2022
All required executed leases, documents, or other information due and on file for Lease start date_____.	No later than June 1, 2022

3. MINIMUM COMPANY REQUIREMENTS

- Outside of air carrier arrival hours, the facility must provide an on-call phone number that is clearly displayed for customers so that they may receive service during Airport Terminal open hours of operation. A reasonable response time is required of no more than ~~45~~ **30** minutes for employees to arrive and assist customers at the airport outside of air carrier arrival hours, once contacted by the customer via phone.

4. REQUIRED PROPOSAL CONTENTS

1. Bid Proposal
2. References: At least three (3)
3. ~~Insurance Documents~~

***Required Insurance Policy must be in place before effective date of contract.**

5. INSURANCE

Comprehensive General Liability – Five Million (\$5,000,000.00); and Automobile in the amount of ~~Five Million (\$5,000,000.00)~~ **Two Million (\$2,000,000)**. Workers Compensation insurance shall meet Statutory Requirements.