



# CITY OF HOUSTON

**Annise D. Parker**

Mayor



## HOUSTON AIRPORT SYSTEM

Mario C. Diaz  
Director of Aviation

George Bush Intercontinental ~ William P. Hobby ~ Ellington Airport

August 8, 2014

**SUBJECT:** Response to Questions Received for Draft Food and Beverage Request for Proposal  
(RFP) NO. H21-IFB1-2015-006

**NOTE:** Any and all changes mentioned herein have been incorporated into the reference RFP posted and issued on August 8, 2014

This response is issued to provide responses to the following questions:

**Question No. 1:** Is the requirement to include "National Brands" absolute – or can alternative approaches be accepted?

**Response:** The requirement to include "National Brands" is as stated. Alternative approaches will not be accepted.

**Question No. 2:** Is there some flexibility in the length of term?

**Response:** No. Length of the term is ten years, as stated.

**Question No. 3:** A related issue involves the minimum "Percentage Fee Rates" stipulated in the draft RFP. Our preferred business model embraces a more robust "minimum annual guarantee" commitment driven again by a capital investment that is usually three times the industry norm. Would an alternative proposal in that regard be accepted by HAS?

**Response:**  
No

**Question No. 4:** Would HAS consider the possibility of expanding the scope of the RFP in include hold room areas within the terminals?

**Response:**  
No

Council Members: Wanda Adams C.O. "Brad" Bradford Helena Brown Andrew C. Burks, Jr. Jack Christie Ellen R. Cohen Stephen C. Costello Jerry Davis  
Edward Gonzalez Larry V. Green Al Hoang Mike Laster Melissa Norrega Oliver Pennington James G. Rodriguez Mike Sullivan  
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**Question No. 5:**

The RFP states single-sided pages. With the extensive information required in the RFP, would you allow for double-sided pages?

**Response:**

The Proposer can submit double-sided pages.

**Question No. 6:**

In section 2.10, it states the agreement is effective 1/1/2015, yet the premises become available on 7/1/15. When does the 10-year term begin? Upon completion of the build-out of facilities?

**Response:**

IAH RFPs:

Tentative Commencement Date – City Controller Counter Signature date (January 2015)  
Facilities available July 1, 2015

Agreement 10 year term begins January 1, 2016

HOU RFPs:

Tentative Commencement Date – City Controller Counter Signature date (January 2015)

West Expansion Facilities available – approximately March 2015

Central Concourse Facilities available – May 23, 2015

Agreement 10 year term begins January 1, 2016

**Question No. 7:**

What facilities in Terminal D are in the East side and the West side?

**Response:**

D East D West

TDF5 TDF2

TDR4 TDF3

TDF1

TDF4

TDR1

TDR2

TDR3

TDDF1

TDDF2

**Question No. 8:**

Many of the locations call for "Nationally Branded" locations. The definition of Nationally Branded is very specific with brand awareness in 48 states. Would the City consider broadening that definition to include many of the iconic regional and local brands that reside in Houston and the state of Texas?

**Response:**

See Section 1.20.3.4, Page 35 in final RFP.

**Question No. 9:**

In the new lease with the City will Respondents be required to pay rent on the Texas Alcoholic Beverage Commission (TABC) Tax?

**Response:**

No. See the Concessions Food Beverage Agreement Template, Page 9, Subsection 3.1.7.12.

**Question No. 10:**

Please kindly confirm the final date where questions regarding the RFP may be submitted.

**Response:**

The final date to receive questions for the final advertised RFP will be 2:00 P.M., Tuesday, September 2, 2014 CST.

**Question No. 11:**

Many of the locations call for "Nation Brand." The definition of Nationally Branded is very specific, requiring brand awareness in 48 states. Would HAS consider broadening that definition to include many of the iconic regional and local brands that reside in Houston, the state of Texas or other successful Airport-only brands operating at IAH and other international airports?

**Response:**

Please see response to Number 8.

**Question No. 12:**

In the new lease with the HAS, will Respondents be required to pay Percentage Rent on tax revenues collected on behalf of and paid directly to the Texas Alcoholic Beverage Commission (TABC)? Assume that none of the collected TABC tax would be retained by the Respondents nor its subcontractors?

**Response:**

Please see response to Number 9.

**Question No. 13:**

Section 4.6.1 indicates a mandatory utilization of a Centralized Receiving Distribution Center (CRD). Please indicate the costs and operational requirement (receiving hours, staffing) required of the Respondents.

**Response:**

The costs of the Centralized Receiving Distribution Center (CRD) will be paid by the Houston Airport System (HAS). HAS will sub-contract the management and operation of the CRD to a third party contractor and once a third party contractor is selected, operational requirements will be made available.

**Question No. 14:**

Are full renderings, floor plans and material boards for each location a requirement of the Respondent? If so, please provide size, quantity or material limitations, if any.

**Response:**

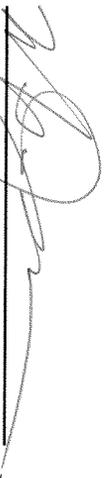
See Page 36, Sections 1.21 and Exhibit XIII. Floor plans should provide sufficient detail to see kitchen areas, storage area, POS positions, seating, etc.

**Question No. 15:**  
Does HAS have approved design guidelines for store elevations, facades and/or signage etc. ?

**Response:**  
All improvements must conform to the requirements of the HAS Tenant Improvement Manual, which can be reviewed at <http://www.fly2houston.com/TIP>.

**Question No. 16:**  
Upon contract award, what is the anticipated start dates (month) of beneficial occupancy and transition (temporary) concessions program.

**Response:**  
Please see response to Number 6.



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Houston Airport System

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