



FOUR SEPARATE FOOD & BEVERAGE CONCESSION OPPORTUNITIES AT OAKLAND INTERNATIONAL AIRPORT

ADDENDUM #3

June 22, 2018

1. As stated in Addendum #1 to the Request for Proposals for Four Separate Food & Beverage Concession Opportunities at Oakland International Airport, the Port acknowledged that due to the delay in releasing the Tenant Design Standards, and in response to certain questions/comments addressed toward the Space/Use Permit, a supplemental Questions/Request for Information (RFI) specifically for the Tenant Design Standards and revisions to the Space/Use Permit was established as follows:
 - a. Questions/Request for Information (RFI) for Tenant Design Standards (TDS) and Revisions to the Space/Use Permit ONLY due on or before June 15, 2018; and,
 - b. On or before June 22, 2018 the Port will respond to all pertinent questions and RFI as such questions and RFI relate specifically for the Tenant Design Standards and revisions to the Space/Use Permit.
2. Complete responses to all questions, comments and RFI specifically for the Tenant Design Standards and revisions to the Space/Use Permit received by the Port are attached to this Addendum #3 and dated June 22, 2018.

FOUR SEPARATE FOOD & BEVERAGE CONCESSION OPPORTUNITIES AT OAKLAND INTERNATIONAL AIRPORT
QUESTIONS & COMMENTS ON THE RFP
RESTRICTED TO THE TENANT DESIGN STANDARDS AND REVISIONS TO THE *SPACE/USE PERMIT*
JUNE 22, 2018

On May 4, 2018 the Port of Oakland issued a **Request for Proposal – Four Separate Food & Beverage Concessions Opportunities at Oakland International Airport** as posted on the Port’s website at: <https://www.portoakland.com/business/bids-rfps/>; the “RFP”.

Pursuant to Addendum #1 to the RFP issued June 1, 2018, Section 2, the Port established a separate process for Questions and Requests for Information (“RFI”) related only to the Tenant Design Standards (“TDS”) and revisions to the *Space/Use Permit*. Questions and RFI were required to be submitted by June 15, 2018. In Addendum #2 to the RFP issued June 8, 2018, a revised *Space/Use Permit* was attached as Attachment 12, and the TDS was attached as Attachment 13.

Staff has collected the questions submitted by June 15, 2018 related only to the TDS and revisions to the *Space/Use Permit*, and the Port’s answers and responses to these specific questions, comments and RFI are provided below:

	Question/Comment/Issue/Concern	Port Response
H.	REVISED <i>SPACE/USE PERMIT</i> (ATTACHMENT 12) – ADDENDUM #2 ISSUED JUNE 8, 2018	
1.	<p>Service Ware: In Exhibit 12 of the revised <i>Space/Use Permit</i>, Section VII, “Service Ware” is defined and includes, but is not limited to, all bags, bowls, boxes, cartons, cups, cutlery, drink lids, napkins, pizza boxes, plates, sacks, stir sticks, straws, trays, utensils, and wrapping. All Service Ware shall meet ASTM D6400 or ASTM D6868 or Biodegradable Products Institute (BPI) www.bpiworld.com for compostability.”</p> <p>Question A: Is this requirement limited to all except certain brand concepts that may not have compostable options?</p> <p>Question B: Does the airport have a composting facility where the service ware can be disposed?</p>	<p>Answer A: The Port expects all Respondents and Proposals to meet all the requirements in the RFP, <i>Space/Use Permit</i> and TDS. Pursuant to the RFP, Section IV.A.Tab G, Respondent is expected to indicate that it will execute the <i>Space/Use Permit</i> (as revised in Addendum #2). If Respondent wishes to exempt certain Service Ware from the composability requirement in Exhibit 12 of the <i>Space/Use Permit</i>, it should clearly describe the exemption, rationale, and provide alternative language.</p> <p>Answer B: Yes, the Port’s waste management program includes composting facilities for compostable Service Ware.</p>
2.	<p>Allowable Plastics: Exhibit 12, Section V11, Paragraph C. states: “The only allowable</p>	<p>Water is not considered a pre-packaged drink. Respondent is expected to stock and sell water only in compostable or bio-resin bottles or paper boxes</p>

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	<p>plastics are for pre-packaged drinks: PETE #1, HDPE #2 and PP#5.”</p> <p>Question: Does prepackaged drinks include water? If so, it appears that it contradicts Paragraph VII, A9.</p>	<p>for all bottled water sales. Plastics PETE #1, HDPE #2 and PP#5 are allowable for other pre-packaged drinks where compostable or bio-resin bottles are not available.</p>
I.	TENANT DESIGN STANDARDS (ATTACHMENT 13) – ADDENDUM #2 ISSUED JUNE 8, 2018	
1.	<p><u>LEED Requirement:</u> Tenant Design Standards, Section 11.1 states: “All Tenants are required to meet Leadership in Energy and Environmental Design (“LEED”) Silver Certification principles and guidelines.”</p> <p>Question A: Are tenants required to complete the LEED forms, register the project with USGBC, and earn a LEED Silver designation for ID+C?</p> <p>Question B: Or is the requirement that we not violate one of the LEED prerequisites, preventing the airport from earning a LEED certification on the entire project?</p> <p>Question C: What specific LEED standard is being referred to, 4.0? Our assumption is that O+M standard is being referred to here.</p>	<p>Answer A: No, Tenants are not required to complete any LEED forms or register with USGBC.</p> <p>Answer B: The requirement is that Respondent’s operation is in line with the Port’s existing certification and will support future certification, as needed.</p> <p>Answer C: Yes, principles of LEED 4.0 for building design and construction are being applied throughout the Terminal Complex.</p>
2.	<p><u>Decorative Element in Ceiling/Ceiling Clear Height:</u></p> <p>Question A: Can a decorative element run just below the ceiling to visually connect the lower ceiling area to the higher ceiling area within the Unit?</p> <p>Question B: Specific to Unit T1-FB-G9: If the finished ceiling remains 8’-0”, how low can this decorative element be?</p>	<p>Answer A: Pursuant to TDS Section 2.1.: “The interior design of each Concession Unit, as viewed from the Common Area, must convey the unique character and sense of identity for each Tenant. Tenant should creatively employ visible walls, ceilings and floors to act as a dramatic backdrop in its merchandising efforts. The use of special features, tasteful props and displays is encouraged to project Tenant’s concept image through the storefront and attract customers into the Assigned Space.”</p> <p>Answer B: Pursuant to TDS Section 2.6.a.: “The minimum clear height for ceilings in the Assigned Spaces is 8’-0” in Terminal 1 and 9’-0” in Terminal 2.” Pursuant to the RFP, Section IV.A.Tab B.6, Respondent is expected to indicate</p>

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	its Proposal is in compliance with the TDS. "If there are any deviations, then state reasons."
<p>3. <u>Exposed Ceiling</u>: Please confirm that the finished ceiling in Unit T1-FB-G9 in the vicinity of Gridline-16 can be opened up to expose the beams and equipment in a manner comparable to the Escape Lounge ceiling.</p>	<p>The Port cannot confirm or deny if a proposed design element may be constructed within a specific Unit.</p> <p>Pursuant to the following sections of the TDS:</p> <ul style="list-style-type: none"> • Section 2.6.a.: "Tenants should inspect spaces to determine opportunities for higher ceiling areas and potential conflicts with existing obstructions" • Section 2.6.b.: "Tenant is required to provide a ceiling throughout the concession unit. Exposed structure visible through non-opaque ceiling systems shall be painted." • Section 2.6.c.iv: "Approved ceiling systems for any area visible to the public include the following...Painted Exposed Structural/HVAC – In seating areas only. Food preparation areas must have a hard lid and easily cleanable surface above."
<p>4. <u>Counter Spacing</u>: How close to the Lease Line can the sales counter be set if the customer queue occurs within the lease area?</p>	<p>Pursuant to TDS Section 3.2.a.: "The main serving counter will be constructed by Tenant a minimum of 10'-0" behind the Lease Line, where achievable, to allow for queuing and service to occur within the Assigned Space, unless queuing space is otherwise provided within Concession Unit. " Pursuant to the RFP, Section IV.A.Tab B.6, Respondent is expected to indicate its Proposal is in compliance with the TDS. "If there are any deviations, then state reasons."</p>
<p>5. <u>Minimum Seating/Queuing Requirement</u>: Is there a minimum seating or standing counter requirement? If so, how is this calculated? (e.g., is the minimum seating/queuing requirement based on the unit square footage?)</p>	<p>The Port is encouraging flexibility in Unit design and not mandating any minimum seating or customer queuing space. It is expected that all activities related to a Unit should take place within the Unit and not in the Common Area. Pursuant to the RFP, Section II.A., "adequate seating should be provided to support the concept." It is further expected that the design of the Unit will include a limited amount of seating depending on, and applicable to, the concept. Pursuant to the RFP, Section IV.A.Tab B.6, Respondent is expected to indicate its Proposal is in compliance with the TDS. "If there are any deviations, then state reasons."</p>
<p>6. <u>Electric Service Upgrade</u>: Is it possible to upgrade the electric panel/total power provided to the Unit?</p>	<p>The Port cannot confirm or deny if additional electric service can be provided to a specific Unit. TDS Section 8.5c.ii. states: "Tenant is responsible for removing, replacing, relocating and/or adding all electrical equipment and</p>

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	devices (i.e., panels, transformers, lighting systems, receptacles, wiring, conduit, conductors, fusing, etc.) serving the Assigned Space.”
7.	<u>Demolition Costs</u> : Are demolition costs considered a “hard cost”?
	Pursuant to TDS Section 1.5, Tenant Improvement is defined as “a change made to the Assigned Space to customize it for the particular needs of the Tenant. In this context, Tenant Improvement includes, but not limited to, demolition/removal of existing walls or other improvements and infrastructure...” In this context, the Port will define Tenant Improvements including demolition within the definition of “hard construction costs” covered in the Space/Use Permit, Attachment “A”, Section 1.(2)(b).
8.	<u>CAD and PDF Files</u> : Provide CAD and PDF files for Units T1-FB-G9 (formerly F-6) and T2-FB-G23 (formerly F-9).
	The Port will provide CAD and/or PDF files, if readily available for Units T1-FB-G9 (formerly F-6) and T2-FB-G23 (formerly F-9). Potential Respondents interested in receiving these CAD and/or PDF files should provide the following information in an email message to concessions@portoakland.com : (i) Company Name; (ii) Full Company Address; (iii) Name of Potential Respondent if other than Company Name; and (iv) Brief Description of Proposed Work.