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County Administrator
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Department of Airports
www.pbia.org

AMENDMENT NO. 1
REQUEST FOR PROPOSALS # PB-16-6

LEASE AND DEVELOPMENT OF VACANT LAND
FOR HOTEL/COMMERCIAL USES
PALM BEACH INTERNATIONAL AIRPORT

October 17, 2016

This Amendment No. 1 is issued to provide additional information and clarification to the Request for Proposals.

Proposers are advised of the following information pertaining to the Request for Proposals:

1. The sign-in sheet from the Pre-Proposal Conference held on October 17, 2016 is attached as Attachment "A" to this Amendment No. 1.
2. The PowerPoint presentation from the Pre-Proposal Conference held on October 17, 2016 is attached as Attachment "B" to this Amendment No. 1.

All other terms and conditions of Request for Proposals # PB 16-6 remain the same and unchanged. Proposers are reminded of the following:

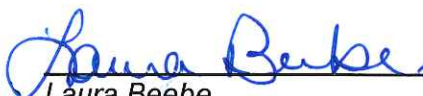
The Deadline for Submission of Written Comments/Questions remains 3:00 p.m. local time, on Friday, October 21, 2016, to the Contact Person listed in Section 1.9.

The Deadline for Submission of Proposals remains 3:00 p.m. local time, on Thursday, November 10, 2016, at the Reception Desk, Department of Airports, 846 Palm Beach International Airport, West Palm Beach, FL 33406-1470.

Proposers are urged to review the provisions pertaining to Airport Concession Disadvantaged Business Enterprises (ACDBE), as listed in Section 3.5 of the RFP. Information regarding ACDBE certification status may be found through the Florida Department of Transportation Equal Opportunity Office website at:

<http://www3b.dot.state.fl.us/EqualOpportunityOfficeBusinessDirectory/>;

or by contacting the Palm Beach County Department of Airports' DBE Office at (561) 471-7403.



Laura Beebe
Deputy Director, Airports Business Affairs

**ATTACHMENT "A"
TO
AMENDMENT NO. 1**

**OCTOBER 17, 2016
PRE-PROPOSAL CONFERENCE
SIGN-IN SHEET**

PRE-PROPOSAL CONFERENCE – RFP # PB 16-6

LEASE AND DEVELOPMENT OF VACANT LAND FOR HOTEL/COMMERCIAL USES - PALM BEACH INTERNATIONAL AIRPORT

Monday, October 17, 2016 2:00 PM

SIGN-IN SHEET

Please print clearly

NAME	COMPANY / REPRESENTING (you may list more than one name if desired)	ADDRESS	TELEPHONE	EMAIL (list more than one if desired)	ACDBE FIRM YES or NO
HISHAM ASHKOURI (WALTER BUTCHER)	ARCADD INC	138 DANE HILL RD NEWTON HIGHLANDS MA 02461	617 332 1200 617 290 9327	arcaddinc@aol.com	Yes
WALTER BUTCHER	GLOBAL ENG TECH INC	33 CRANE COURT SAFETY HARBOR FL 34695	727 492 1132	wrbutcher@yahoo.com	Yes
Naribeth Sitkowski	Balfour Beatty Construction	7901 SW 40th Ct Plantation FL 33324	5005 (954) 585-4230	msitkowski@balfourbeattyus.com	NO
Amy Devore	Cohen Investments	6750 Poplar Ave Memphis TN 38138	(901) 753-4491	adevore@devorelawgroup.com ecohen@coheninvestments.net	NO
JACKIE COOPER	COOPER CONSTRUCTION	3000 HIGH RIDGE RD #7 POMPAH BEACH, FL	(561) 588-5222	jcooper@cooperml.com	DBE
Tom HARRY	Hedrick Bros Const.	2200 Centrepark West. WPB	561-207-1309	thoray@hedrickbrothers.com	NO
Louis HADDAD	PALM BEACH REGIONAL CTR	601 HERITAGE ST 438 JUPITER, FL 33458	561-644-1717	LHADDAD@PALMBEACHREGIONALCENTER.COM	NO

**PRE-PROPOSAL CONFERENCE – RFP # PB 16-6
LEASE AND DEVELOPMENT OF VACANT LAND FOR HOTEL/COMMERCIAL USES - PALM BEACH INTERNATIONAL AIRPORT**

Monday, October 17, 2016 2:00 PM

SIGN-IN SHEET

Please print clearly

NAME	COMPANY / REPRESENTING (you may list more than one name if desired)	ADDRESS	TELEPHONE	EMAIL (list more than one if desired)	ACDBE FIRM YES or NO
JACQUE COOPER	CHANDLER CAMPBELL #17ASCIBLE	310 YIZ CAYA DR PALM BEACH GARDENS, FL 33418	(404) 643-9748	DARBELLE@CHANDLER.CAMPBELL.COM	DBE ✓ YES
Amy Devore	Cohen Investments Cohen Realty Vista Host ^{CVH} Investments Wpb	6750 Poplar Ave Memphis, TN 38138	901 - 753-4491	ecohen@coheninvestments.net adevore@ devorelangroup.com	NO
BARRON CHANNER	Woodwater Investments WW PB Hotel, LLC	1320 NB 156 ST. N. Miami Bch, FL 33142	786.471 6265	bc@woodwaterinv.com	NO

**ATTACHMENT "B"
TO
AMENDMENT NO. 1**

**OCTOBER 17, 2016
PRE-PROPOSAL CONFERENCE
POWERPOINT PRESENTATION**



Request for Proposals RFP PB 16-6

**Lease & Development of Vacant Land
for Hotel/Commercial Uses
Palm Beach International Airport**

Palm Beach International Airport (PBI) Overview

- Owned by Palm Beach County, operated and managed by its Department of Airports.
- Medium hub airport serving more than 6 million total passengers annually.
- Commercial air carriers include: Air Canada, American, BahamasAir, Delta, Frontier, JetBlue, Silver Airways, Spirit, Southwest, Sun Country, United and WestJet.
- Consistently one of the top five busiest airports servicing private/general aviation aircraft.

Purpose of the Project

- To provide for the development and operation of an on-airport hotel with amenities desired by business and leisure travelers.
- To provide amenities, goods and services desired by airport passengers, customers and employees.
- To generate revenues for the operation and maintenance of the airport commensurate with the opportunity offered.

Location of Property



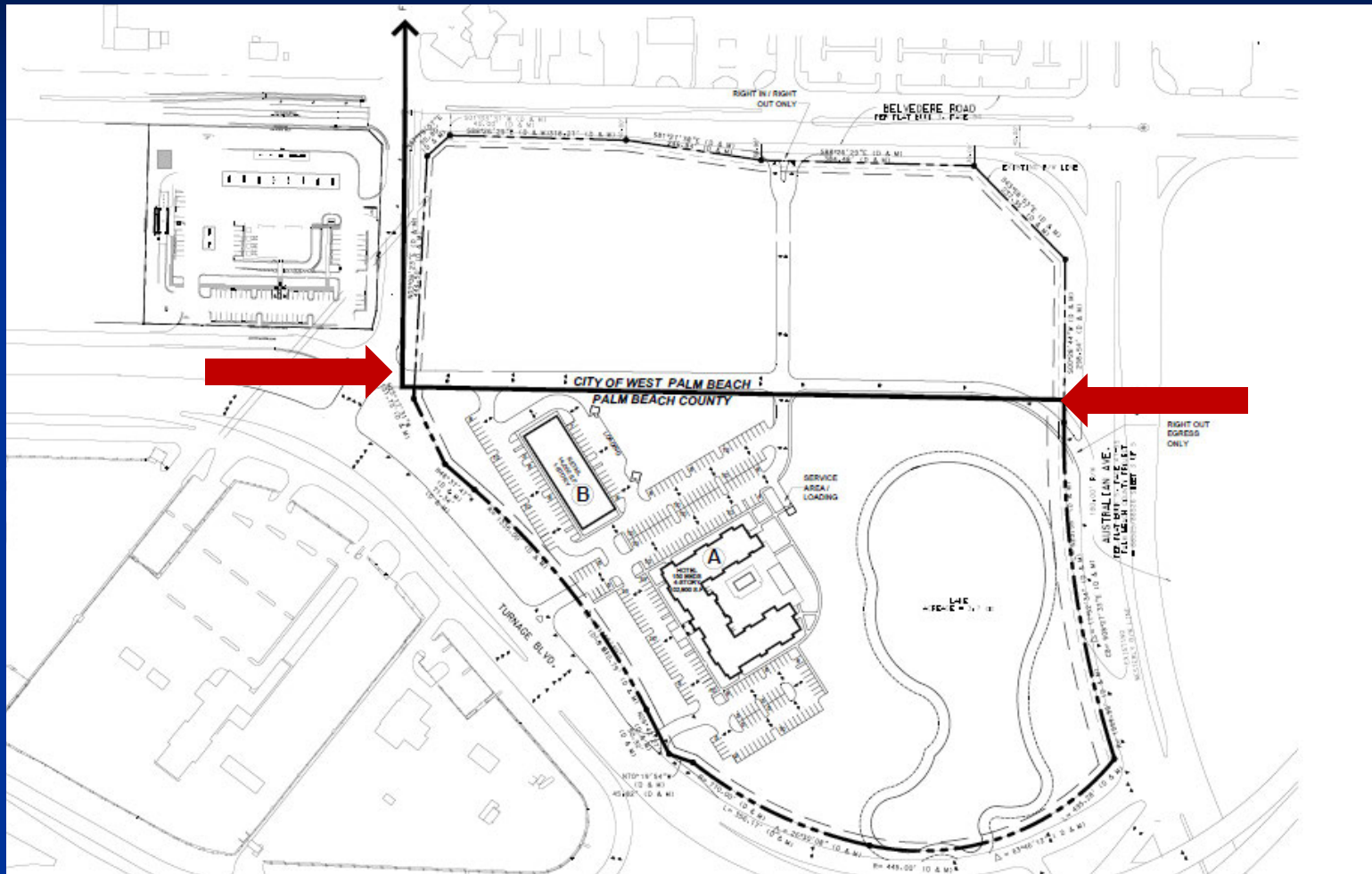
Lease Opportunity

- **Premises Offered** - Up to 9.98 ± acres of unimproved land with excellent visibility from Belvedere Road and Australian Ave and direct access from I-95.
- **Proposed Uses** - On-Airport hotel and other compatible commercial uses, such as retail, restaurant or office purposes.
- **Land Use Designation** - Utilities & Transportation.
- **Zoning** - Public Ownership, within Airport Zoning Overlay.
- **Traffic Concurrency** - Approval for up to 260 room hotel and 200,000 square feet of office or equivalent.

Lease Opportunity

- **Permitted Use** - Hotel with ancillary integrated retail and/or restaurant uses, approved through building permit process.
- **Retail/Restaurant Uses** – Free standing retail or restaurant uses, DRO process or Class A Conditional Use process.
- **Access Improvements** - County to complete the design and construction of roadway improvements (east-west roadway as depicted on conceptual site plan) to provide additional ingress/egress from the site.

Conceptual Site Plan



Conceptual – 150 room, 4-story, 102,800 sq. ft. hotel; 1-story, 14,000 sq. ft. retail unit

Site Information

- Location Map
- Conceptual Site Plan
- Title Commitment
- Survey
- Environmental Assessments
- Entitlement Information
- Market Study – HVS
- Utility Maps

Proposal Requirements

- **Lease Term** – maximum term of 50 years from the date of beneficial occupancy. Proposers may propose one or more renewal terms provided that the total maximum term shall be not more than 50 years.
- **Uses** – minimum upscale/upper midscale limited service or select service hotel. Additional compatible commercial uses may be proposed in addition to a hotel, but proposers are not require to do so.
- **Leasehold Area** – must propose to lease at least 3 acres (130,680 sq. ft.) of unimproved ground.
- **Hotel Property Rental** – minimum annual rental for property designated for hotel use shall be the greater of the Base Rental (not less than \$1.20 per sq. ft.) or Percentage Rent (not less than 3.5% of Hotel Revenues).

Proposal Requirements

- **Minimum Capital Investment** – a minimum capital investment for the design and construction of tenant improvements on the Property. No minimum dollar amount specified as a part of the RFP
- **Experience** – recent experience (within the last 10 years) in lease and development of projects of a similar size and scope as the proposed project. Proposer shall have developed no less than one hotel project within the preceding 10 years.

Proposal Requirements

Additional Property (optional)

- **Additional Property Rental** – minimum of \$1.20 per sq. ft. for any portion of the property designated for additional commercial uses.
- **Lease Option** – proposers may propose an option to lease additional property for commercial uses, but are not required to do so.
 - Maximum Option Term – 12 months
 - Minimum Option Fee - \$0.30 per square foot
- **Right of First Refusal** – proposers may propose a right of first refusal on the remaining property, but are not required to do so.
 - Maximum Term of Right of First Refusal – 24 months
 - Minimum Right of First Refusal Fee - \$0.06 per square foot

Required Documents

Section 3 of RFP

- Identifies the information required to be submitted as a part of your proposal. A checklist can also be found in Appendix D.

Required Appendices

- Proposal Response Form (Appendix A)
 - Section I – Hotel Lease Proposal must be completed at a minimum.
 - Section II – Additional Property Lease Proposal must be completed if proposer intends to submit a proposal for additional property for the development of additional compatible uses.
 - Section III – Option Proposal for Additional Property must be completed if proposer intends to propose an option to lease a portion of the Property offered.
 - Section IV – Right of First Refusal Proposal must be completed if proposer intends to propose a right of first refusal for a portion of the Property offered.
 - Signature page must be signed and sealed or notarized.

Required Documents

Required Appendices (continued)

- Schedule 3, Demonstration of Good Faith Efforts to Achieve ACDBE Goal (Appendix B)
- Drug-Free Workplace Certification (Appendix C)

\$5,000 Proposal Guarantee (Section 3.6 of RFP) – the proposal guarantee must be included with your proposal. Failure to do so will result in the disqualification of your proposal.

Exceptions

- Proposers should generally identify all proposed changes, alternatives and exceptions (“Exceptions”) to the Lease (Attachments “10A” & “10B”) in their Proposals.
- Proposers may **NOT** propose changes to the Minimum Proposal Requirements set forth in Section 3 of the RFP (i.e., Maximum Term, Minimum Ground Rental/Percentage Rent, Minimum Experience, etc...).
- Proposers may only request the Department consider changes to the Minimum Proposal Requirements prior to the Deadline for Submission of Written Comments/Questions.

ACDBE Schedule 3

Good Faith Efforts

- Palm Beach County has established an Airport Concession Disadvantaged Business Enterprise (ACDBE) participation goal of 8%.
- Proposers are required to demonstrate that they have made good faith efforts to achieve the ACDBE participation goal.
- In the event a proposer proposes less than 8% ACDBE participation on Schedule 3, the proposer is required to submit written, verifiable documentation of its bona fide good faith efforts to achieve the ACDBE goal. **Failure to demonstrate good faith efforts will result in the proposal being deemed non-responsive when the ACDBE goal is not achieved.**
- Actions constituting evidence of good faith efforts are described in Appendix A to 49 CFR Part 26. Examples of good faith efforts are also listed on Schedule 3.

ACDBE Participation

- **Sub-concessionaire:** ACDBE operating as subcontractor/subtenant.
 - Restaurant, vending or other food & beverage
 - Retail/gift shop
 - Advertising
 - ATM
- **Joint Venture:** ACDBE and prime proposer pool resources and share in risk, profit, capital contribution, and control of the JV. ACDBE has defined roles and responsibilities as a joint venture partner.
- **Supplier/Service Provider:** ACDBE selling supplies or services.
 - Management services
 - Accounting/financial
 - Marketing services
 - Maintenance, landscaping, janitorial services

ACDBE Requirements

Common Mistakes

- Firms must be certified by the Unified Certification Program for the State of Florida as an “**ACDBE**”.
- Information regarding ACDBE certification status may be found through the State of Florida’s Florida Department of Transportation Equal Opportunity Office website at:
<http://www3b.dot.state.fl.us/EqualOpportunityOfficeBusinessDirectory/>
or by contacting the Department of Airports’ DBE Office at (561) 471-7403.
- Certification as a SBE/MWBE by any other program **does not** count toward achievement of the ACDBE goal.

Timetable

- **Deadline for Submission of Written Comments/Questions:**
3:00 p.m., Friday, October 21, 2016
- **Proposal Deadline:** 3:00 p.m., November 10, 2016
- **Selection Committee Meeting Date:** TBD
- **Lease Award Date:** TBD

Amendments

- All amendments to the RFP will be posted on the Department's website www.pbia.org under "Airport Business", "Airport Bids & RFPs".
- It is the sole responsibility of proposers to routinely check this website for amendments that may be issued prior to the deadline for submission of proposals.
- Proposers should not rely on any representations or statements that are not contained in the RFP or a formal written amendment to this RFP.

QUESTIONS?