

AMENDMENT NO. 1
REQUEST FOR PROPOSALS # PB 17-3

FEBRUARY 9, 2017

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

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

Proposers are advised of the following information pertaining to the RFP:

1. The sign-in sheet from the Pre-Proposal Conference held on February 8, 2017 is attached as Attachment "A" to this Amendment No. 1.
2. The PowerPoint presentation from the Pre-Proposal Conference held on February 8, 2017 is attached as Attachment "B" to this Amendment No. 1.
3. Attachment "8" - *Selection Criteria - Scoring Instructions* – to the RFP is deleted in its entirety and replaced with Attachment "C" to this Amendment No. 1. A scrivener's error was corrected in the header on pages 2 and 3 of Attachment "8". The copy of Attachment "8" on our website at <http://www.pbia.org/business/bids/> will be updated.
4. Attachment "D" to this Amendment No. 1 is a "concept" drawing, provided at this time solely for information and illustration purposes, showing a possible alignment of the planned east-west roadway, as further provided in the Conceptual Site Plan (Attachment "2" to the RFP). Further information will be provided in a subsequent amendment to the RFP.
5. At the Pre-Proposal Conference held on February 8, 2017, a question was asked pertaining to how the Airport Concession Disadvantaged Business Enterprise (ACDBE) goal of ten percent (10%) is measured. If the proposer uses a service provider and/or supplier to achieve the goal, the percentage is determined based on the proposer's total purchases of goods and services for each fiscal year (October 1 – Sept. 30). If the proposer uses a subconcessionaire (i.e., subcontracting an entire operation to another), the percentage would be based on annual gross revenues for each fiscal year. If a joint venture, where the proposer and ACDBE pool resources and share in risk, profit, capital contribution, and control of the joint venture, and the ACDBE has defined roles and responsibilities as a joint venture partner, the percentage would be based on annual gross revenues for each fiscal year. Additional information concerning ACDBE participation, including examples of the types of services that can be provided by ACDBE firms can be found in the PowerPoint presentation included as Attachment "B" to this Amendment No. 1. The Department may answer questions about certification status of individual firms through the deadline for submission of proposals. Please contact Martha LaVerghetta, Airports Compliance Manager, at 561-471-7403 for questions regarding ACDBE status.

All other terms and conditions of Request for Proposals # PB 17-3 remain the same and unchanged. Proposers are reminded of the following:

The Deadline for Submission of Written Comments/Questions remains 10:00 a.m., local time, on Friday, February 17, 2017, to the Contact Person listed in Section 1.9.

The Deadline for Submission of Proposals remains 3:30 p.m. local time, on Wednesday, March 8, 2017, 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**

**FEBRUARY 8, 2017
PRE-PROPOSAL CONFERENCE
SIGN-IN SHEET**

PRE-PROPOSAL CONFERENCE – RFP # PB 17-3
LEASE AND DEVELOPMENT OF VACANT LAND FOR COMMERCIAL USES - PALM BEACH INTERNATIONAL AIRPORT
Wednesday, February 8, 2017, 10:00 a.m.
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 |
|---------------|--|---|--------------------------------|--|-------------------------|
| Amy Devore | Cohen Investments | 6750 Poplar Ave Memphis TN #107 38138 | 561 901-753-4491 | adevore@devorelangroup.com scohen@coheninvestments.net ecohen@coheninvestments.net | no |
| DAN PAULUS | GFA INTERNATIONAL | 1215 WALLACE DR. DELRAY BEACH, FL 33444 | 561-347-0070 | DPAULUSETEAMGFA.COM | No |
| THOMAS DeRita | Resource Group M.A. Inc. | WPB FL 33401 777 So. Flagler Dr E. 605A | 561-719-2877 | Tomderitafl@gmaile.com | No |
| Josh Nichols | Jon E. Schmidt & Assoc. | 2247 Palm Beach Lakes WPB, FL 33463 | 561-684-6411 | jnichols@jeska.com | No |
| Eric Aaronson | Arnstein & Lehr | 515 N. Flagler Drive WPB, FL 33426 | 561-650-8494 | eaaronson@arnstein.com | No |
| PAULA RIVEROS | GARTEK ENGINEERING | 6801 LAKE WORTH ROAD | 561 249 3431 | PRIVEROS@GARTEK.CC | |
| RYAN BRIDGER | HEDRICK BROTHERS | 2200 CENTRE PARK W DR | 603 5417 | rbridger@hedrickbrothers.com | No |

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

**FEBRUARY 8, 2017
PRE-PROPOSAL CONFERENCE
POWERPOINT PRESENTATION**



Request for Proposals RFP PB 17-3

**Lease & Development of Vacant Land
for 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 of compatible commercial activities desired by Airport passengers, customers and employees.
- 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.

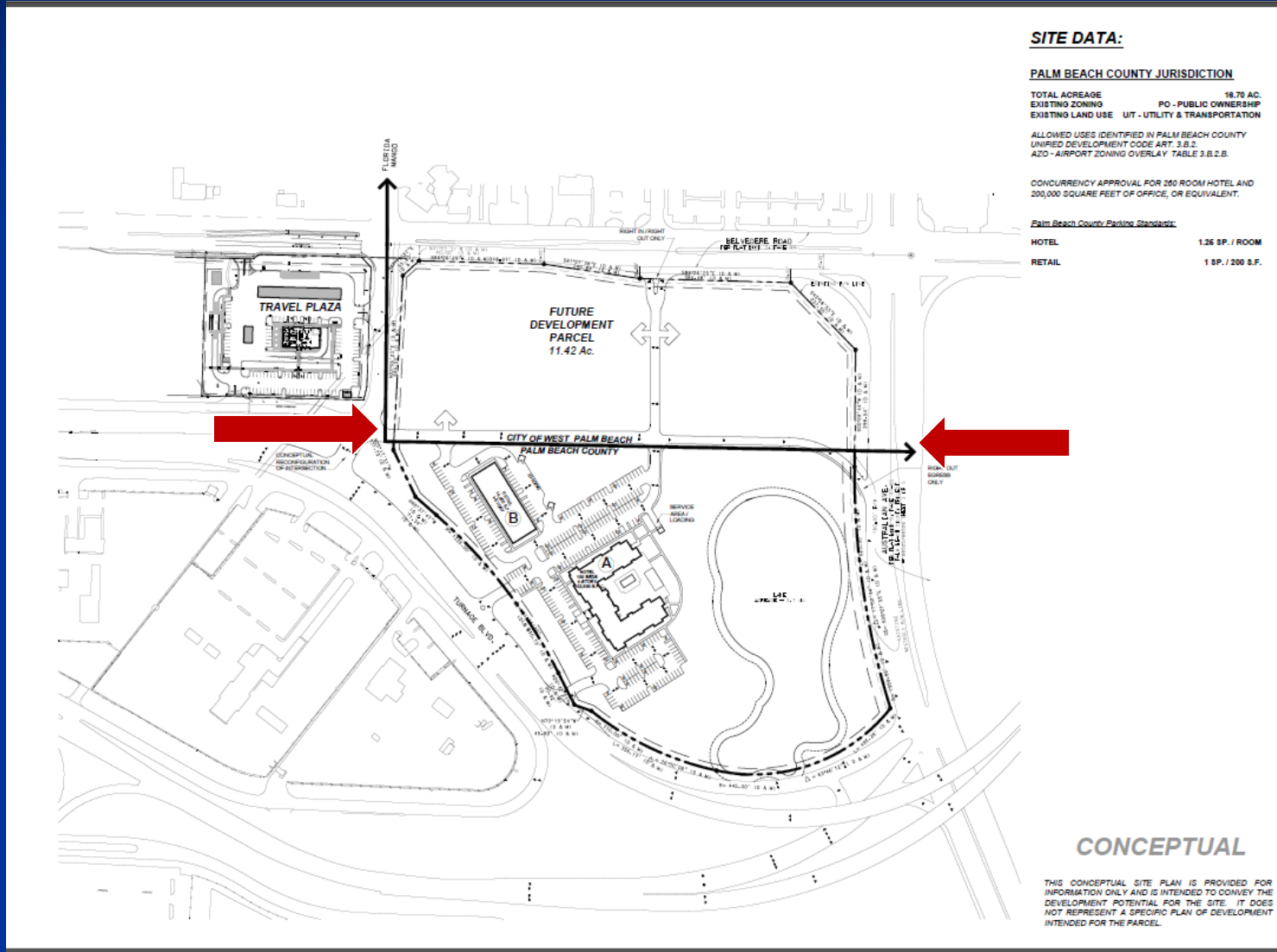
Location of Property Offered



Lease Opportunity

- **Property Offered** - Up to 12 ± acres of unimproved land with excellent visibility from Belvedere Road and Australian Ave and direct access from I-95. *Proposers should note that a portion of the property may be reserved by the County for roadway construction along the southern boundary to provide egress to Australian Blvd.*
- **Proposed Uses** - Compatible commercial uses, such as retail, restaurant or office purposes.
- **Land Use Designation** – C- Commercial.
- **Zoning** – GC – General Commercial.
- **Traffic Concurrency** - Approval for up to 260 room hotel and 200,000 square feet of office or equivalent. A portion of the concurrency is reserved for a 120 room hotel to be constructed on parcel to the south.

Future Roadway Construction



SITE DATA:

PALM BEACH COUNTY JURISDICTION

TOTAL ACREAGE 18.70 AC.
 EXISTING ZONING PO - PUBLIC OWNERSHIP
 EXISTING LAND USE UT - UTILITY & TRANSPORTATION

ALLOWED USES IDENTIFIED IN PALM BEACH COUNTY
 UNIFIED DEVELOPMENT CODE ART. 3.B.2.
 AZO - AIRPORT ZONING OVERLAY TABLE 3.B.2.B.

CONCURRENCY APPROVAL FOR 200 ROOM HOTEL AND
 200,000 SQUARE FEET OF OFFICE, OR EQUIVALENT.

Palm Beach County Parking Standards:

| | |
|--------|----------------|
| HOTEL | 1.25 SP./ROOM |
| RETAIL | 1 SP./200 S.F. |

CONCEPTUAL

THIS CONCEPTUAL SITE PLAN IS PROVIDED FOR
 INFORMATION ONLY AND IS INTENDED TO CONVEY THE
 DEVELOPMENT POTENTIAL FOR THE SITE. IT DOES
 NOT REPRESENT A SPECIFIC PLAN OF DEVELOPMENT
 INTENDED FOR THE PARCEL.

Site Information

- Location Map
- Title Commitment
- Survey
- Environmental Assessments
- Entitlement Information
- 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** – compatible commercial uses, such as retail, restaurant or office uses.
- **Leasehold Area** – must propose to lease no less than 5 acres (217,800 sq. ft.) of unimproved ground.
- **Rental** – not less than \$1.40 per square foot. Proposers may propose percentage rental in addition to the minimum ground rental, but are not required to do so.

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** – proposers are required to include a detailed history of their pertinent experience in the lease and development of similar projects within the preceding 10 years.
- **Project Approach** - proposers are required to provide detailed information regarding their proposed project.
- **Lease Option** – if a proposer proposes to lease less than the entire parcel offered, the proposer may elect to propose an option to lease all or a portion of the remaining property (*provided that the minimum RFP requirements are satisfied*) for a option term not to exceed 6 months and an option fee of not less than \$0.35 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)
 - Signature page must be signed and sealed or notarized.
- 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 (Attachment “9”) 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, 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 10%.
- 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 10% 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:**
10:00 a.m., Friday, February 17, 2017
- **Proposal Deadline:** 3:30 p.m., Wednesday, March 8, 2017
(Cone of Silence goes into effect)
- **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?

**ATTACHMENT “C”
TO
AMENDMENT NO. 1**

Revised Attachment 8 - Selection Criteria - Scoring Instructions – to the RFP

ATTACHMENT "8"
LEASE AND DEVELOPMENT OF VACANT LAND FOR COMMERCIAL USES
(RFP #PB 17-3)

Selection Criteria

| Selection Criteria | Maximum Points |
|---|-----------------------|
| Financial Proposal Section 1A of Proposal Response Form (Appendix "A") | 20 |
| Experience, Qualifications and Financial Information Section 3.2 of RFP | 30 |
| Project Approach Sections 3.3 and 3.4 of RFP | 45 |
| Airport Disadvantaged Business Enterprise (ACDBE) Participation Section 3.5 of RFP | 5 |
| Total Available Points | 100 |

**ATTACHMENT “8”
LEASE AND DEVELOPMENT OF VACANT LAND FOR COMMERCIAL USES
(RFP #PB 17-3)**

Scoring Instructions

Selection Committee Members shall evaluate and score each proposal by reviewing the proposal against the Selection Criteria set forth in this Attachment “9” in accordance with Section 2.13 of the RFP, taking into consideration the Scoring Instructions set forth in this Attachment “9”.

- A. Financial Proposal. The Financial Proposal will be scored based upon the initial annual fixed ground rental proposals only. Percentage rent, lease term and lease option proposals will be considered under Project Approach.
1. Ground Rental.
- a. The proposal with the highest Proposed Initial Annual Ground Rental (“Ground Rental”) will be awarded the full 20 points. In the event more than one proposal contains the amount designated as the highest Ground Rental, all such proposals will be awarded 20 points.
 - b. All remaining proposals shall be scored on a basis relative to the proposal with the highest Ground Rental (i.e., Each proposer’s Ground Rental will be divided by the highest Ground Rental and then multiplied by 20 points to calculate the score. Stated by equation: Score = (Ground Rental/highest Ground Rental) x 20 points).
 - c. Any calculated score with a fractional result will be rounded the nearest whole point.
- B. Experience, Qualifications and Financial Information. Proposals may receive up to 30 points based on the proposer’s Experience, Qualifications and Financial Information. Selection Committee Members should review the information submitted in accordance with Section 3.2 of the RFP in determining the number of points to be allocated to each proposal for Experience, Qualifications and Financial Information.
- C. Project Approach. Proposals may receive up to 45 points based on the proposer’s Project Approach proposal. The Project Approach criteria includes, but is not limited to, percentage rent, lease term, proposed uses, minimum capital investment, economic benefits and lease option (if any). Selection Committee Members should review the information submitted in accordance with Sections 3.3 and 3.4 of the RFP (excluding the Ground Rental proposal, which shall be evaluated under the Financial Proposal criteria). Selection Committee Members should also consider the County’s purpose in issuing the RFP as set forth in Section 1.2 of the RFP when determining the number of points to be allocated to each proposal for Project Approach.

ATTACHMENT "8"
LEASE AND DEVELOPMENT OF VACANT LAND FOR COMMERCIAL USES
(RFP #PB 17-3)

Scoring Instructions

D. Airport Concession Disadvantaged Business Enterprise (ACDBE) Participation.

1. The proposal with the highest proposed percentage of ACDBE participation will be awarded the full 5 points. In the event more than one proposal contains the amount designated as the highest percentage of ACDBE participation, all such proposals will be awarded 5 points.
2. All remaining proposals shall be scored on a basis relative to the proposal with the highest percentage of ACDBE participation above the ACDBE goal (i.e., Each proposer's percentage of ACDBE participation will be divided by the highest percentage of ACDBE participation and then multiplied by 5 points to calculate the score. Stated by equation: $\text{Score} = (\text{Percentage of ACDBE participation} / \text{highest percentage of ACDBE participation}) \times 5 \text{ points}$).
3. Any calculated score with a fractional result will be rounded the nearest whole point.

ATTACHMENT "D"
TO
AMENDMENT NO. 1

Below is a "concept" drawing, provided at this time solely for information and illustration purposes, showing a possible alignment of the planned east-west roadway, as further provided in the Conceptual Site Plan (Attachment "2" to the RFP). Further information will be provided in a subsequent amendment to the RFP.

