

REQUEST FOR QUALIFICATIONS

CONCESSIONS OPPORTUNITY

December 20, 2019

Procurement Contact: **J. Suzanne DeVasher** – Senior Contract Administrator
jdevasher@dfwairport.com

Addendums to this Request for Qualifications will be posted to our website at www.dfwairport.com/concessions. It is suggested that you visit this website on a daily basis during the response preparation process.

All dates are subject to change; please check our website www.dfwairport.com/concessions for updates.

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I. INTRODUCTION

As a leading global aviation hub, Dallas Fort Worth International Airport (DFW) is passionate about creating an environment for our visitors that is welcoming, modern, bold, customer friendly and full of moments of wow.

With this focus on the passenger experience, DFW is excited to offer opportunities that will continue to enhance the airport experience. Dallas/Fort Worth International Airport (DFW) is seeking responses from retail operators interested in designing, constructing, and operating two locations in Terminal A. One location will be a Travel Essentials and Coffee location, and the other will be a Candy location.

NOTE: The drawings and exhibits prepared by the Architect provided herein illustrate the approximated scale and relationship of the project components. They are provided to fix and describe the size and character as the architecture, structural, mechanical and electrical systems, materials and other such elements as may be appropriate to provide context. The responder recognizes the preliminary nature of the material being provided in advance of the passenger terminal final design and preparation of construction documents.

II. OVERVIEW

The subject Request for Qualifications issued on December 19, 2019 includes two packages for two retail locations in Terminal A. See **Attachment 1** for details.

The Board makes no warranty, promises or representations as to the economic viability of any concession location or business concept. The Board makes no warranty that airline usage of gates, traffic patterns, or other facilities adjacent to the Premises will not change.

III. SCHEDULE

Release	Thursday, December 20, 2019
Pre-Proposal	Tuesday, January 14, 2020 at 2:00 pm CST
Response Due Date	Friday, April 17, 2020 at 2:00 pm CST

To register for the conference, go to <https://dfwterminala.eventbrite.com>

Once received, the responses, materials, and other collateral submitted will become the property of DFW Airport.

Address package to:

Airport Headquarters
Procurement and Materials Management
Airport Concession Request for Information
Attn: Suzanne DeVasher
2400 Aviation Drive – 1st Floor
DFW Airport, Texas 75261

Or

Submit by email at jdevasher@dfwairport.com

IV. INSTRUCTIONS

Please respond to the questionnaire section of this Request for Qualifications and provide responses using the contact information provided above. Questions regarding this Request for Qualifications shall be provided in writing to the contact stated on the cover page. Responses shall be provided by the due date and time. Any changes to the Request for Qualifications shall be issued in the form of a written addendum issued by the Board. The Airport is not responsible for any explanation, clarification, interpretation or approval made or given in any manner except by written addendum posted on the website www.dfwairport.com/concessions, by fax, or by letter sent from the Procurement and Materials Management Department.

V. OPPORTUNITY

Interested companies shall review the following sections then submit responses in accordance to the instructions. Please respond as completely and succinctly as possible. There are **(2) two packages** for two locations to become retail locations in Terminal A. This Request for Qualifications, and responses to it, are not intended to be used to execute any agreement or lease for this location.

- **Executive Summary**

- What is the name of your company?

Response:

- Please select desired packages:
 - Travel Essentials and Coffee
 - Candy

- Are you a certified ACDBE company?

Response:

- What concepts/brands would you operate at this location?

Response:

- Who are the key personnel involved with this company?

Response:

- What comparable experience does your company have in operating this concept or similar concepts?

Response:

- **Concept**

- How many units are in the concept's/brand's system?

Response:

- What are the average sales per unit for this concept/brand?

Response:

- What is the annual system-wide sales percentage growth or percentage growth of number of units?

Response:

- What is the average transaction value for this concept/brand?

Response:

- What is your concept's/brand's competitive advantage versus other similar concepts?

Response:

- Why is your concept/brand the best fit for DFW International Airport?

Response:

- **Experience**

- What is your relevant experience in the operation and ownership of this concept or similar concept?

Response:

VI. REQUEST FOR QUALIFICATIONS RESPONSE ANALYSIS

- After reviewing responses, DFW reserves the right to coordinate meetings or exchange written correspondences with parties that respond to this Request for Qualifications to clarify information, request further details, and discuss next steps. **If your company is shortlisted, you will be required to provide a full proposal, which will include full renderings, a proposal deposit and ACDBE and M/WBE goals.**

The Dallas/Fort Worth International Airport, in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252, 42 U.S.C. §§ 2000d to 2000d-4) and the Regulations, hereby notifies all bidders that it will affirmatively ensure that in any contract entered into pursuant to this advertisement, airport concession disadvantaged business enterprises will be afforded full and fair opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award.