

**1. Copy of structural engineering drawings?**

*Will be uploaded if available and possible.*

**2. Can you confirm the actual certification from the USGBC for LEED silver is not a requirement and that you are looking for the guidelines to be followed versus actual certification?**

*Concessionaire must hire a LEEDs accredited professional to complete the LEEDs Silver Certification process for design and construction, including the completion of all required submittals but has the option of not formally registering the project with USGBC.*

**3. Can you confirm that staff are able to utilize the access corridor that runs between the top and bottom of the grey leased area?**

*Use of the access is permitted in the design and construction of the project. While the use is permitted, access from the passenger elevator (located outside the premises to the east, the service elevator, and trash chute must be maintained for both compliance with the Americans with Disabilities Act and operational requirements.*

**4. Can you define what the “white space” built out of the non-denominational prayer room means in terms of finishes?**

*White space is defined as a room with finished and painted walls, acoustic tile ceiling, appropriate HVAC and lighting, carpet and at least two sets of electrical outlets, with USB charging ports, per wall. Final approval of standard finishes for the “white space” shall be reviewed and approved during the design and construction phase of the project following award and execution of an agreement with the selected Offeror.*

**5. Please provide a copy of the Pre-Proposal Conference presentation.**

*Has been uploaded to the RFP site.*

**6. Please provide a copy of the sign-in sheet from the Pre-Proposal Conference presentation.**

*Has been uploaded to the RFP site.*

**7. Are CAD drawings available of the space and surrounding areas.**

*CAD drawings have been uploaded to the RFP site.*

**8. Please confirm rates and charges for mezzanine office/lounge rent.**

*As of 2019 Mezzanine Office/Lounge rent is \$148.32 sfpa.*

**9. Is the airport covered under the City of Austin Alcoholic Beverage Permit process, or does it have it’s own requirements.**

*The airport is not covered under any alcohol beverage permits obtained by the City of Austin and the selected Offeror would be responsible for obtaining all necessary permits.*

**10. Can you please provide a draft of the License Agreement or perhaps one that has been used for concessions in the past?**

*Not at this time.*

**11. Can you please provide MEP drawings?**

*Available information can be found using the link below:*



<https://mycloud.abia.org/index.php/s/XNanbihWlyLUhXH?path=%2FCAD%20Drawings%20>

**12. What is the ceiling height of the space?**

*P & E response: "Field verification or obtain from as built plans"*

**13. Can you please confirm that our staff would be able to use the corridor that is marked as not part of the leased space?**

*Use of the access corridor is permitted in the design, construction and operation of the lounge. While the use is permitted, access from the passenger elevator (located outside the premises to the east), the service elevator, and trash chute, must be maintained for both compliance with the Americans with Disabilities Act and operational requirements.*

**14. Can you please explain the delivery process for Vendors for delivery goods airside to a suitable loading dock, and how far is that point from the location of the lounge. Is there a direct "back of house" route from the loading dock to the lounge space? Are there restrictions regarding transporting goods from the dock to the lounge which we should be aware of (e.g. timing, etc.)"**

*Airport has a Central Receiving and Distribution Center (hereinafter referred to as CRDC) which provides distribution and delivery services to the Airport Terminal (hereinafter referred to as Logistics Manager). Tenants agrees to use, at its own cost and expense. The tenant will have all deliveries made to the CRDC, except where delivery to a third party is prohibited by law or as otherwise approved in writing by Airport. Tenant will meet with the CRDC manager to provide their list of vendors along with details of delivery dates, contact information and general information on goods. Vendor information required includes vehicle tags, driver's license information and a delivery appointment date will be set with the CRDC manager. Goods are delivered to the CRDC through this approved process. Goods are transported in sealed trucks to the terminal east loading dock on baggage level and staged in the requested locations. For the club, they will be taken up through elevator 4 to the club area. The CRDC staff does not stock. They will pick up return kegs or other items as have been scheduled.*

**15. Can the airport provide AutoCad or PDF plans of this building? Specifically, we seek: floorplans (at this level and below), roof plans, sections through the building in this area (latitudinally and longitudinally) and any elevations of the space available.**

*If available, will be uploaded to the RFP site.*

**16. Is natural gas in this building?**

*Yes. It is advised by the Environmental division of the Airport that natural gas be used for hot water and cooking to reduce terminal electrical demand issues.*

**17. Can bidders assume that the telecom room abutting the leased space (but in the airport's admin space) be used to tie into IT and cable services?**

*Yes.*

**18. What is the use of the space below the proposed leasehold?**

*Space below the proposed space serves as concession space (east food court), Airline Ticket Offices, and Airline Ticket Counters.*

**19. Is there a union requirement for any construction at the airport?**

*No.*

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- 20. Can the airport provide a list of GCs that are currently working at the airport? (This is not requested as a recommendation list, merely those are badged at the facility).**

*Trinity Commercial Construction, Marsh Construction Services, Inc., JS Electric, Laer Group, Shaffer Construction*

- 21. Where is the nearest loading dock from the suite? Are goods brought to the suite by the tenant or is there any logistics company on site.**

*Tenant will have all goods delivered to Bradford (logistic company) at cargo dock. After inspection, goods are delivered to the Terminal by Bradford to the East Loading dock at the terminal Goods are picked up by the Tenant.*

- 22. What tenant utilities are metered?**

*No, tenant utilities are not metered. The airport pays for all utilities so we require high efficiency equipment and conservation best practices to reduce tenant impacts on overall terminal operations. Environmental also actively manages grease trap usage by tenants.*

- 23. If FIDS monitors are to be used in a space, can the airport provide a feed to the “house” system? Is there a fee associated with this service? If so, is there a fee schedule?**

*Airport Information Systems can provide FIDs monitors and its associated data feeds.*

- 24. For the original response document, what is your printing preference - a single-sided or double-sided document?**

*No preference.*

- 25. Is the Labor Peace Agreement form required as part of the submission?**

*Yes. See section 0406 of the RFP.*

- 26. In Section “1.4 Tab 4 II” – Should US airport references be given priority over international airport references.**

*No, references from all airports will be treated equally.*

- 27. In section “1.4 TAB 4 – RFP Offer Sheet”, should bidders who are currently negotiating or implementing a lease for a common-use lounge in the US, provide evidence and contact information of the lessor in cases where any elements of their proposed terms are being renegotiated since their RFP submission.**

*Information in the case of lease renegotiation is not necessary.*


- 28. In order to verify the pledged capital per square foot investment, will you require examples of US common-use lounges and the rate per square foot that has been invested in those locations?**

*No.*

- 29. Form 1 – Is respondent required to be registered to do business in the state of Texas or is it OK for registration to be completed ahead of signature of the concession agreement?**

*It is okay for registration to be completed ahead of signature of the concession agreement.*

- 30. Will all of the “Standard Purchase Terms and Conditions” be included in the concession agreement between AUS and the shared use lounge services operator? If no, can you identify the sections that will not be included in the concession agreement?**



*To determined/negotiated at a later date.*

- 31. Will the shared-use lounge concession services agreement contain terms not included in the “Standard Purchase Terms and Conditions?” If yes, will those additional terms be shared before proposals are due or will they be shared during the agreement negotiation process?**

*This will be shared during the negotiation process.*

- 32. Section 28 of the “Standard Purchase Terms and Conditions” provides AUS with the ability to cancel this concession agreement on 30-day notice without cause. It makes no mention of reimbursing unamortized capex spent to build out the lounge. Is AUS willing to negotiate this point to provide more notice and the ability to recoup unamortized capex?**

*To be determined during negotiations.*

- 33. Section 55 of the “Standard Purchase Terms and Conditions” concerns the Buy American Act-Supplies. Will this provision apply to the construction and operation of the shared use lounge?**

*No.*

- 34. Please provide CAD plans with structural/engineering detail or if not available a PDF drawing with dimensions.**

*If available, will be uploaded to RFP Site.*

- 35. Is there a designated freight elevator serving the club?**

*There is a service elevator in the east mezzanine.*

- 36. Is there any spare available storage space for dry goods of about 200 to 300 FT2?**

*Availability of storage space is subject to availability at the time of the request.*

- 37. Please provide a list of AORs and GCs that are badged and have experienced with projects at AUS.**

*Trinity Commercial Construction  
Bill Schnoor  
Ph. 817.508.0531*

*Marsh Construction Services, Inc.  
Philip Marsh  
Ph. 585.342.1150 (o)*

*JS Electric – who has done work for AIClear and several airlines*

*Laer Group  
Mark James  
817.627.5935*



*Schaffer Construction  
Doug Penttinen  
214.435.7478*

- 38. Is the information regarding Tenant Design Standards and Requirements on the airport website page <http://austintexas.gov/page/construction-and-design-resources-airport> up to date and does it cover everything that proposers will need to take into consideration for the lounge specifically?**

*<http://austintexas.gov/page/construction-and-design-resources-airport>*

- 39. Are there restrictions to working hours during construction?**

*Will be determined with project manager prior to construction.*

- 40. FIDS – will the airport provide the FIDs monitors or will the tenant? If airport provides what is the associated cost?**

*FIDs monitors can be requested by the tenant from the airport and an fee will be charged.*

- 41. We note that there is a requirement to execute a ‘Labor Peace Agreement’ as part of the RFP submission. Please advise if there a requirement to utilize Union Labor?**

*The airport does not require that Offerors use Union Labor.*

- 42. Is there a requirement for a living wage? If so, could you point us to the resource where we can learn about the requirements.**

*Yes. Concessionaire shall ensure all personnel are paid by the City of Austin’s Living Wage in accordance with the policy set forth in City Council Resolution No. 20141016-035.  
<http://www.austintexas.gov/edims/document.cfm?id=219633>*

- 43. Please confirm the range of commence of the lease term.**

*This information is not available at this time.*

- 44. Please confirm the other various conditions to be considering renewing the lease.**

*This information is not available at this time.*

- 45. Is it acceptable for the proposal to be submitted in the name of our group companies and then for the interest to be latter assigned to a potential Joint Venture or other kind of Partnership?**

*Yes, however it must be approved by the Airport and Executive team beforehand.*

- 46. Is there any Union in the Airport?**


*Any unions currently operating at the airport do so via direct agreement with tenants. The airport is not involved in union agreements.*

- 47. If the city lead to conduct interviews, would all of the finalists will be evaluated on the 125 points scheme?**

*Yes.*

- 48. Is there any form of regarding ACDBE Participations that proposers are required to complete? If so, please could these be provided? Do I have to be ACDBE certified to operate a concession at the Airport?**

*Offerors must complete and submit an ACDBE Compliance Plan. Instructions on completing*



*ACDBE Compliance Plan be found in the ACDBE program document with the RFP. No, however you do need to meet the ACDBE goals set forth in the RFP.*

- 49. Will the Airport provide an architectural drawing to potential proposers that is inclusive of all fixed structural elements, notably columns that will exist within the location and the concourse facing all lines?**

*All information available can be found using the link below:*

<https://mycloud.abia.org/index.php/s/XNanbihWlyLUhXH?path=%2FCAD%20Drawings%20>

- 50. Please confirm the conditions on which the space will be provided to the successful bidder: Dividing walls of the current spaces will be demolished by the Airport Authority? Will connection to utilities be provided up to the leased space? (Cabling for data and electric power, water...)**

*The successful Offeror will accept the space “as-is, where-is” and shall be responsible for demolition and reconfiguration of the space to accommodate its design. Utilities are either currently located in the available area or run below the space in the east food court and the successful Offeror shall be responsible for any modifications necessary to the current utility infrastructure to support their design.*

- 51. Is it required that the security cameras currently located in the space remain?**

*May be removed at tenant’s expense through the designated integrator.*

- 52. Will RFP handle the scope of work (and costs) associated with removal of the existing CCTV system in the proposed space and any removal/relocation of magnetic locks and card/ badge readers for access doors leading to the Lounge in the existing gate room and support spaces?**

*Access controls (card readers, strobes/horns, and magnetic locks) will be required to remain at stairwell 5 mezzanine, east mezzanine trash room, east mezzanine telecomm room, elevator 5 mezzanine vestibule, and elevator 5 (the gray rooms in the exhibit, with the exception of the breakroom). All associated CCTV cameras with those points will need to remain, any Airport approved alteration would be at the tenant’s expense through the designated integrator. Without knowing intended uses of other areas, any other transitions from restricted to sterile areas will require integration with our access control and CCTV cameras at the tenant’s expense and through our designated integrator.*

- 53. Where are the current point of supply for the utility services?**

*Response from P & E: Site visit or get information as built.*

- 54. Will Austin International Airport provide free Wi-Fi?**

*Free Wi-Fi is currently provided by Concourse Boingo. The airport reserves the right to modify this arrangement at any time and strongly suggests that Offerors provide Wi-Fi for their customers.*

- 55. How much of the food prep area must be visible to the customer?**

*There is no specific requirement. The design of the proposed lounge is up to the Offeror.*

- 56. Has any consideration been given to potential expansion space beyond the current demise should it be necessary in the future?**

*Not at this time.*

**57. Where are the plumbing rough-ins located?**

*Response from P & E: Site visit or as built.*

**58. Is there a midterm investment requirement and if so, what is the required percentage of the initial investment?**

*This item will be addressed during negotiations on the final concession agreement. Typical concession agreements at AUS require a mid-term investment equal to 10% of the initial capital investment.*

**59. May we have a history of utility charges or utility rates for the current tenants and anticipated increases?**

*Utilities are include in the rent rates so the history for utilities is not readily available.*

**60. Is there a common area maintenance fee and what is the current rate/fee? Are there any property taxes for the units and what is the current rate? Are there any other taxes to be considered given the rent of the space?**

*There is currently no common area maintenance fee. The airport does not assess taxes. Taxes assessed, if any, are imposed by other governmental entities.*

**61. Will be possible to rent additional storage space?**

*Availability of storage space is subject to availability at the time of the request.*

**62. What are the current rent rates per square feet for the existing lounges?**

*Current rent for existing lounges is \$148.32 psfa (FY19 Rates).*

**63. Please confirm that the Retail Concession Gross Revenues shown relate to fiscal years and the fiscal year start date.**

*The airport was unable to determine the items referenced in this question, we are unable to answer at this time.*

**64. Historical airport concession sales by location for the past 3 years.**

*Information will be uploaded on a separate PDF document on RFP site.*

**65. Is it a mandatory requirement of the RFP that the Lounge must offer an access agreement to an airline that wishes to contract for lounge access with the lounge provider?**

*While there is no mandatory requirement, partnerships with airlines are encouraged.*

**66. Will RFP consider a longer term of lease to help with capital investment amortization?**

*Not at this time.*

**67. Is a performance/payment bond require to be carried by the concessionaire or the Tenant for construction of the Lounge?**

*Yes.*

**68. Does the airport charge a fee for trash generated by concessionaire?**

*No.*

**69. Please confirm that demolition is at the charge of the lounge operator.**

*Correct, the successful Offeror to the RFP would be responsible for any changes to the space,*



*including demolition, to reconfigure the space for its use.*

**70. Are there any restrictions envisioned to protect the RFP lounge investment?**

*Such restrictions, if any, would be negotiated as part of the concession agreement for the operation of the lounge.*

**71. Given section 4.4., other services and requirements, will the meeting rooms and the other spaces like the prayer room, are included on the rent or because any passenger will be able to use them the RFP winner does not have to pay for them?**

*Meeting rooms are to be operated by the RFP winner and will be included in its rental structure. The inter-faith area is not to be included in rental projections.*

**72. Please provide a list of all current space sales in boarding area.**

*Information not available at this time.*

**73. What is the on-concourse average spending per passenger?**

*Please see uploaded PDF document.*

**74. What is the current monthly visitors average for the existing lounges?**

*Existing lounges are operated by American Airlines and United Airlines and visitor numbers are currently not available.*

**75. Please provide Historical Passenger Traffic by fiscal year to match with Historical Retail Data.**

*Please see uploaded PDF document.*

**76. On table 1, historical passenger activity, can you provide the traffic split between the 2 terminals for the past 5 years?**

*Please see uploaded PDF document.*

**77. What are the next 10 years traffic assumptions for North Terminal?**

*Please see uploaded PDF document.*

**78. What was the 2018 breakdown of traffic per airlines of North Terminal?**

*Please see uploaded PDF document.*

**79. Please provide passengers forecast for both arriving and departing passengers for the next five years.**

*Please see uploaded PDF document.*

**80. Please provide list of flight destinations and other potential destinations.**

*Available information can be found here: <http://www.austintexas.gov/department/airlines-flights>*

**81. What time are the first and last flights of the day and how does this vary between summer and winter schedules?**

*First flight departs at 0510*

*Last flight is at 2220*

*This is relatively consistent between summer and winter.*



**82. What are the average dwell times in the Terminal Building and the international gates?**

*Domestic passengers can arrive as early as three hours before departure and four hours for international.*

**83. Which are the existing lounges; their location and what is the sitting capacity of each lounge?**

*AA Admirals Club and United's President's Club. Seating capacity numbers are unavailable but the Airport can provide square footage. Admirals Club is 6169 sq. ft., President's Club is 4727; Delta Sky Lounge is 8974.*

*AA and United*

**84. Can we contract with other airlines to use the club?**

*Yes*

**85. Are there any lounge memberships serving the existing lounges? For example, Priority Pass, Dragon Pass, Credit Cards, Lounge Buddy**

*Access to existing lounges (AA Admirals Club and United's Presidents Club) are governed by their respective membership programs.*

*AA and United's Lounges are both located in the West Mezzanine level.*

*Delta is located in the new terminal expansion area.*

**86. Are there any plans to build other lounges?**

*The Airport reserves the right to solicit additional lounges, both airline specific and common use, as it deems necessary in the future.*

**87. In what condition is the common-use lounge space is going to be delivered?**

*The space will be delivered as is, where is, in its current condition.*

**88. Is there an intended start date for the lounge operation?**

*The Airport is looking to commence operations as expeditiously as possible but understands that the contracting, design, permitting, and construction process may vary in time. As such we are unable to give an exact start date at this time.*

**89. What type of food, beverage and retail is approved in the permitted uses?**

*General food and beverage items, including alcoholic beverages, commonly found in lounges of similar use are permitted.*

**90. Are there any restrictions to our operating hours other than the minimum requirement? May we operate 24/7? Conversely, may we operate for shorter hours if there are not flights?**

*Tenants are expected to operate for the majority of the day during, usually from before the first flight until the last departure. The lounge may be operated 24/7 but TSA screening is not currently open 24/7.*

**91. Is the RFP the permitting authority for the lounge project or will the tenant be required to obtain a building permit through the City of Austin?**

*Yes, the successful bidder will have to obtain a building permit with the City of Austin.*

**92. Please confirm if the restrooms must remain in the existing location. If so, can they be reduced in**



size as long as code is met for facilities on this level?

*Restrooms do not need to remain in the existing locations. However, it is up to the airport's discretion to approve, deny or modify the plans.*

**93. Can existing restrooms revert to the lounge tenant or would new restrooms be required to be built for the use of non-lounge occupants? Can the restrooms be shared between lounge and non-lounge occupants on this level? Who would the airport have maintain these facilities in that instance?**

*Restrooms do not need to remain in the existing locations. However, it is up to the airport's discretion to approve, deny or modify the plans.*

**94. Please confirm that IT closets cannot be moved and that they must be accessible without having to go into the lounge space?**

*IT closets can not be moved and must remain accessible to Airport IT staff. Access to the IT closets may be through the lounge space so long as 24/7 access is granted.*

**95. Is the trash chute and freight elevator also used by the concessions tenants below?**

*Yes, both the trash chute and freight elevator are used by concession tenants below and must remain in their current location and operational.*

**96. Can the airport provide AutoCAD (ideally) or PDF plans of this building for all disciplines? Specifically, we seek: floorplans (at this level and below), roof plans, sections through the building in this area (latitudinally and longitudinally) and any elevations of the space available as well as all MEP for the space to better understand the infrastructure of the facility.**

*All information available has been uploaded to the RFP site.*

*The following questions will be answered by the airport as soon as possible:*

- 1. How close are the nearest utility connections for electricity, gas and water? Is gas actually available in the airport?*
- 2. Can you provide details about the HVAC (tonnage, age etc.) currently serving the space where the lounge will be located and a rough outline of the work that the lounge operator will need to undertake to serve the lounge itself?*
- 3. Are we being provided with fresh air intake & extract ducts?*