

**ADVERTISEMENT
REQUEST FOR PROPOSALS
RETAIL CONCESSIONS PROGRAM 2009
MDAD RFP NO. MDAD-04-09**

SCOPE OF SERVICES: Miami-Dade County, represented by the Miami-Dade County Aviation Department, is seeking qualified firms to propose on the packages described in this Request for Proposals (RFP), for the purpose of financing, designing and constructing, managing, operating and maintaining high quality, reasonably priced specialty retail, newsstand and food and beverage spaces that are available in the North and South Terminals of Miami International Airport. The purpose of this non-exclusive RFP is to select concessionaires who can best fulfill the Department's objectives as delineated in this RFP.

This RFP establishes opportunities for Master Concessionaires or Fee Managers for Packages 1, 2, and 3 and Packages 4, 5, and 6 are open to all Concessionaires.

Package 1 has four (4) Food and Beverage locations, Package 2 has a total of nine (9) locations (three (3) news and books and six (6) specialty retail locations), Package 3 has a total of nine (9) locations (two (2) news and books and seven (7) specialty retail locations) Package 4 has two (2) specialty retail locations and Packages 5 (specialty retail) and 6 (food and beverage) each have one (1) location.

1. MINIMUM QUALIFICATION REQUIREMENTS:

a. PROPOSER'S QUALIFICATIONS:

Packages One (1), Two (2) and Three (3): Master Concessionaires should demonstrate three (3) years experience within the last five (5) years in each of the following capabilities: financing, designing and construction, managing, operating and maintaining retail or food and beverage locations in an airport, transportation center, retail shopping center or marketplace generating at least an aggregate of \$2,000,000 in annual Gross Revenue for each retail or food and beverage location. Proposers who wish to operate Locations within the package on which they are proposing should demonstrate three (3) years of experience in the last five (5) years in operating locations similar to those locations which they plan to operate in Packages One (1), Two (2), or Three (3).

Fee Managers should demonstrate three (3) years experience within the last five (5) years in each of the following capabilities: financing, designing and construction, managing, operating and maintaining retail or food and beverage locations in an airport, transportation center, retail shopping center or marketplace generating at least an aggregate of \$10,000,000 in annual Gross Revenue for each multi-tenant location.

Packages Four (4), Five (5) and Six (6): Proposers should demonstrate three (3) years experience within the last five (5) years in each of the following capabilities: financing, designing and construction, managing, operating and maintaining retail or food and beverage locations in an airport, transportation center, retail shopping center or marketplace generating at least an aggregate of \$300,000 in annual Gross Revenues for each location.

A proposer may proffer the experience of its corporate parent or of an affiliate in meeting these requirements; however, given the unique nature of individual corporate relationships, Proposers seeking to rely on the experience of a corporate relation should be advised that the Selection Committee shall have the discretion to determine what weight, if any, it wishes to give such proffered experience on a case-by-case basis.

If the Proposer is a Joint Venture, then at least one (1) of the Joint Venture Partners should satisfy all of the foregoing Minimum Qualifications Requirements. A proposer may proffer the experience of its corporate parent or of an affiliate in meeting these requirements; however, given the unique nature of individual corporate relationships, Proposers seeking to rely on the experience of a corporate relation should be advised that the Selection Committee shall have the discretion to determine what weight, if any, it wishes to give such proffered experience on a case-by-case basis.

Must be authorized to do business in the State of Florida.

b. SUB-TENANTS, INCLUDING ACDBE, MINIMUM QUALIFICATIONS:

Three (3) years experience within the last five (5) years in managing or operating and maintaining one or more retail locations in an airport, transportation center, retail shopping center or marketplace generating a minimum \$300,000 in Gross Revenues per year for each location.

Must be authorized to do business in the State of Florida.

PROPOSAL DUE DATE: Proposals will be received for and on behalf of Miami-Dade County, by the Office of the Clerk until 2:00 P.M. September 30, 2009 or as modified by addendum at which time the names of the Proposers will be read aloud (refer to RFP documents). The County reserves the right to postpone or cancel the proposal opening at any time prior to the submittal due date. Proposers are invited to be present. Proposals received after the time and date specified will not be considered, and will be returned unopened.

PROPOSAL BOND GUARANTY: Proposers submitting a proposal for Packages One (1), Two (2) and Three (3) are required to provide a Proposal Guaranty of \$25,000.00 Per Package, with its Technical Proposal. Proposers submitting a proposal for Packages

Four (4), Five (5), and Six (6) are required to provide a Proposal Guaranty of \$2,500.00 Per Package, with its Technical Proposal.

The Proposal Guaranty must be in the form of a cashier's check or certified check from any national or state bank, made payable to Miami-Dade County, Florida or a Proposal Bond Guaranty provided in the RFP documents as **Appendix E**, duly executed by the Proposer as principal and having a Surety thereon meeting the requirements set forth in this RFP document. The County will hold proceeds of the proposal guarantee check without interest to the Proposer. Failure to include the specified Proposal Guaranty shall render the Proposal non-responsive.

Proceeds of checks submitted, as guaranty, will be returned to all unsuccessful Proposers after execution of any Agreement issued as a result of this RFP. Proposal Bond Guarantees will not be returned to any Proposer(s) but will be discharged as provided therein. The proceeds of the Successful Proposer's guaranty will be returned after the County and the Concessionaire have executed an Agreement.

PRE-PROPOSAL CONFERENCE: A Pre-proposal Conference will be held on **Monday, August 31, 2009, at 10:00 A.M.** at Miami-Dade Aviation Department, **Miami International Airport Hotel, Concourse E, 7th Floor, Conference Rooms C and D, Miami, Florida**, for all interested parties and attendance is recommended, but not mandatory. Any changes to the Request for Proposals will be by written addendum.

AIRPORT CONCESSION DISADVANTAGED BUSINESS ENTERPRISE (ACDBE) CONTRACT MEASURES: For Package 1, MDAD has established an ACDBE Concession specific goal of **32%** gross revenues. For Package 2, MDAD has established an ACDBE Concession specific goal of **32%** of gross revenues, with no less than one-half (1/2) or **16%** of gross revenues for Package 2 to be achieved through the use of ACDBE's in the News / Books category. For Package 3, MDAD has established an ACDBE Concession specific goal of **32%** of gross revenues, with no less than one-half (1/2) or **16%** of gross revenues for Package 3 to be achieved through the use of ACDBE's in the News / Books category. The ACDBE goal can be achieved either through the Proposer being an ACDBE itself, a partnership, subcontracting, or joint venture, for a percentage of gross revenues.

For Packages 4, 5, & 6, ACDBE participation is Voluntary, but not required for this RFP; however, technical points may be awarded for such ACDBE participation. If the Proposer elects to select ACDBE Participation, the Proposer must abide by the ACDBE Provisions (Appendix C) and the ACDBE participation can be achieved either through the Proposer being an ACDBE itself, a partnership or joint venture, or subcontracting a percentage of gross revenues.

ADDITIONAL INFORMATION/ADDENDA: Requests for additional information or clarifications must be made in writing and sent via fax to the MDAD's Contracting Officer for the RFP no later than close of business fourteen (14) calendar days prior to the original proposal due date. The request must contain the RFP number and title,

Proposer's name, name of Proposer's contact person, address, phone number, and facsimile number.

AVAILABILITY OF PROPOSAL DOCUMENTS: Prospective Proposers may purchase Proposal Documents on and after **Wednesday, August 19, 2009** from the Office of Contracts Administration, Miami-Dade Aviation Department, Building 5A, 4200 N.W. 36th Street, 4th Floor, Miami, Florida 33122, Contracting Officer Sherri Ransom Johnson, Telephone Number (305) 869-3883, Facsimile Number (305) 876-8068, by payment of Fifty Dollars (\$50.00) (non-refundable) per set, check only, made payable to the Miami-Dade Aviation Department (MDAD). Proposal documents can also be purchased through a mail request to P.O. Box 025504, Miami, FL 33102-5504, Attention: Sherri Ransom Johnson, Building 5A, Contracts Administration 4th Floor. Each Proposer shall furnish a contact person, an address, telephone and fax numbers for the purpose of contact during the proposal submittal process. All Proposals shall be submitted as set forth in the Request for Proposals.

SUBMITTAL REQUIREMENTS: One (1) original and nine (9) copies (a total of 10) of the complete Proposal (Technical Proposal and Minimum Annual Guarantee Proposal) must be received by the due date as specified in the advertisement for this RFP ("Proposal Due Date and Time"), as may be amended by Addendum. One (1) PDF version of Part A Technical Proposal must be submitted in a CD format. **The original and all copies shall be bound, with the Technical Proposal packaged in a separate envelope from the Minimum Annual Guarantee Proposal.** The Proposer will insert both envelopes into a single sealed envelope or container stating on the outside the Proposer's name, address, telephone number and RFP number, RFP title, and Proposal Due Date, and submittal due date to:

**Clerk of the Board
Stephen P. Clark Center
111 NW 1st Street, 17th Floor, Suite 202
Miami, FL 33128-1983**

Hand-carried Proposals may be delivered to the above address **ONLY** between the hours of 8:00 a.m. to 4:30 p.m., Monday through Friday. Please note that Proposals are due at the Office of the Clerk of the Board on the date and at the time indicated in the advertisement and on the cover of the RFP. The Office of the Clerk of the Board is closed on holidays observed by the County. Proposers are responsible for informing any commercial delivery service, if used, of all delivery requirements and for ensuring that the required address information appears on the outer wrapper or envelope used by such service.

THE RESPONSIBILITY FOR SUBMITTING PROPOSALS TO THE CLERK OF THE BOARD ON OR BEFORE THE STATED TIME AND DATE IS SOLELY AND STRICTLY THE RESPONSIBILITY OF THE PROPOSER. MIAMI-DADE COUNTY IS NOT RESPONSIBLE FOR DELAYS CAUSED BY ANY MAIL,

PACKAGE OR COURIER SERVICE, INCLUDING THE U.S. MAIL, OR CAUSED BY ANY OTHER OCCURRENCE.

CONE OF SILENCE: This solicitation is subject to Miami-Dade County's Cone of Silence pursuant to Section 2-11.1(t) of the Miami-Dade County Code, as amended. Please review Miami-Dade County Administrative Order 3-27 for a complete and thorough description of the Cone of Silence.

The County shall not be responsible for any modifications or alterations made to the Request for Proposal Documents other than those made by Addendum. Proposers are advised to carefully check their Request for Proposal Documents to make certain the documents they obtained contain the complete set of documents. Any partial set of documents obtained shall be at the Proposer's risk.

The Contracting Officer for this RFP is:

Name and Title:	Sherri Ransom Johnson Aviation Senior Procurement Contract Officer
Name of Agency:	MDAD-Contracts Administration Division
Physical Address:	4200 NW 36th St. Bldg. 5A, 4th Floor, Miami, FL 33122
Mailing Address:	P.O. Box 025504, Miami, FL 33102-5504
E-mail Address:	sransom@miami-airport.com
Telephone No.:	(305) 869-3883
Facsimile No.:	(305) 876-8068

MIAMI-DADE COUNTY, FLORIDA
HARVEY RUVIN, CLERK

BY: _____
DEPUTY CLERK