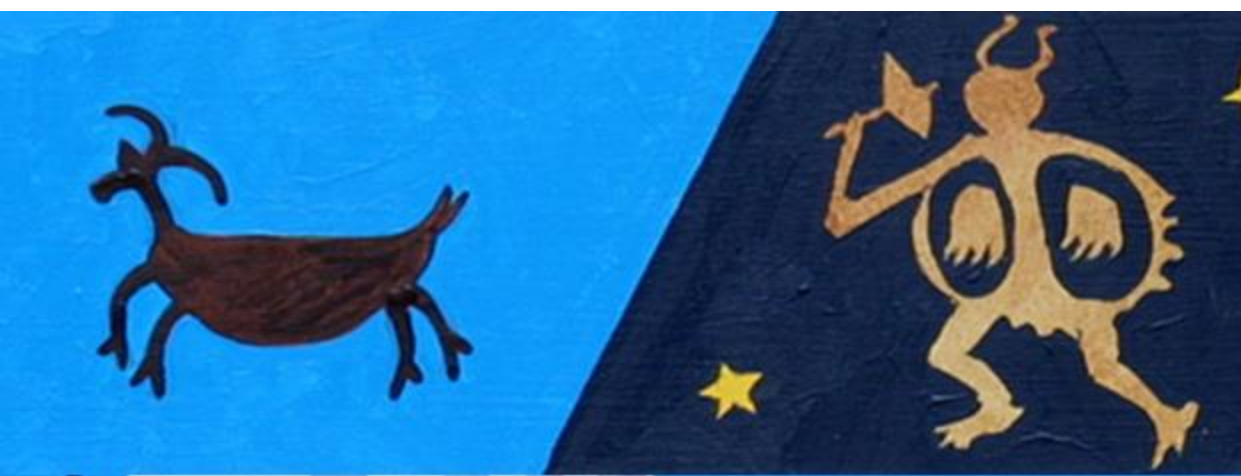

Outreach and Pre Proposal Conference

Terminal A and Terminal F, Phase 1

May 17, 2019





Agenda

DFW Airport & Concessions Program

Consumer Insights

Upcoming RFPs

Break

Terminal F, Phase 1

Design Code and Construction

ACDBE Requirements

Procurement: Lessons Learned

**This presentation will be posted
on the DFW Concessions website.**

Outreach for Terminal A



DFW Airport and The Concessions Program

Zenola Campbell

Vice President, Concessions



DFW Airport Overview

DFW operates four legacy terminals (A, B, C, E) and International Terminal D

Terminal Renewal and Improvement Program (TRIP)

Legacy Terminals A, B, and E

Enhancing the concessions program, expanding security check-points, reconfiguring ticket counters and improving parking

Named “Best Large Airport in North America” by Airports Council International (ACI) for 2016

Named “Global Airport of the Year” by Airport Transport World for 2019



Jointly owned by the cities of Dallas and Fort Worth, DFW has built a huge infrastructure and still has room to grow.

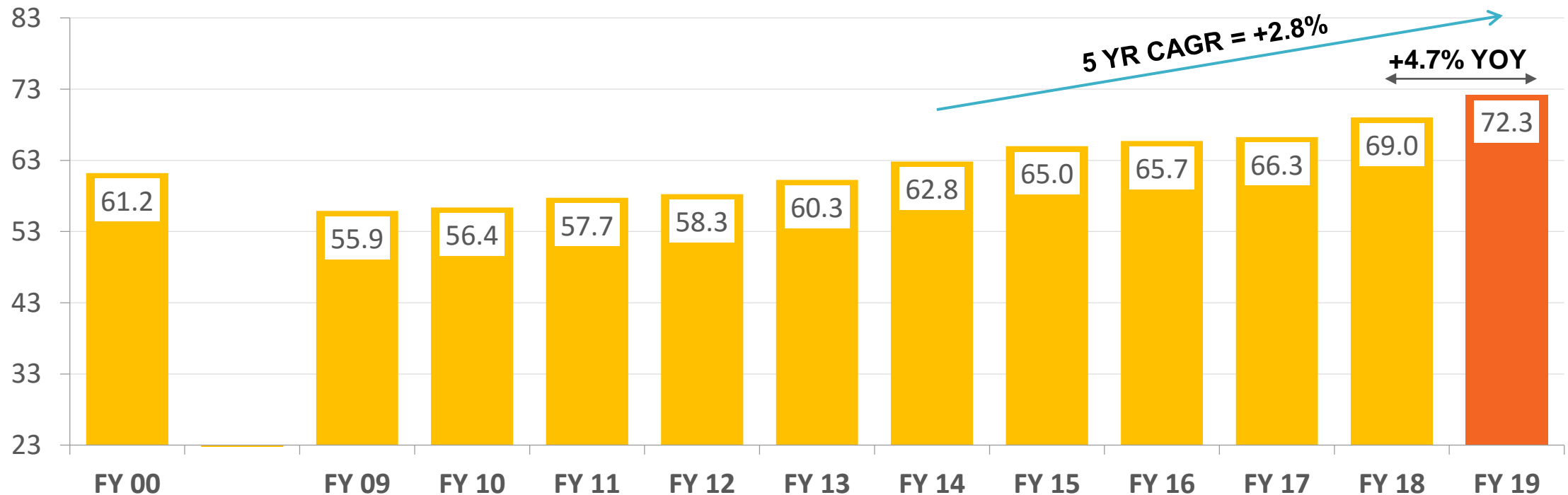


DFW Airport now provides air service to 186 domestic and 62 international destinations, for a total of 248 non-stop destinations.



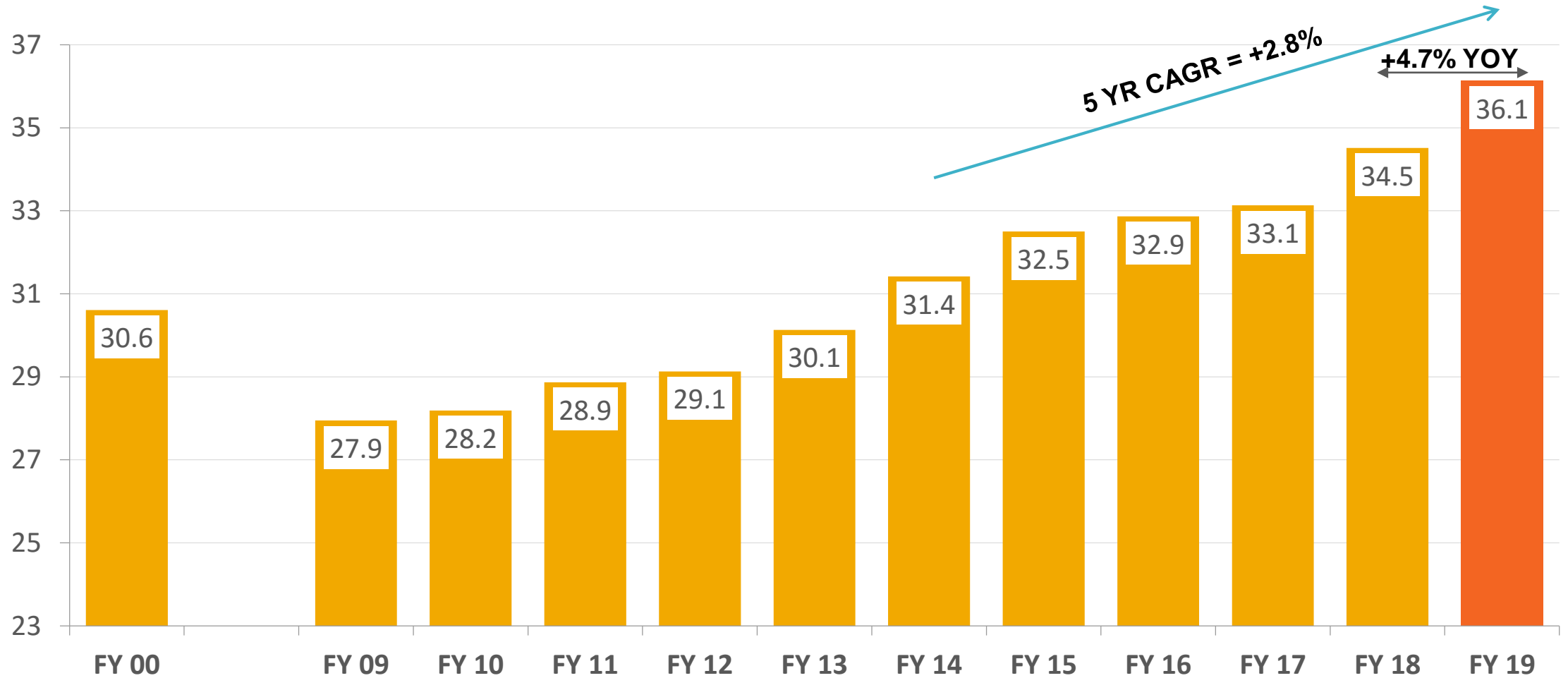
DFW total passengers expected to reach an all-time high with 4.7% growth in FY 2019

DFW Total Passengers
(in Millions)



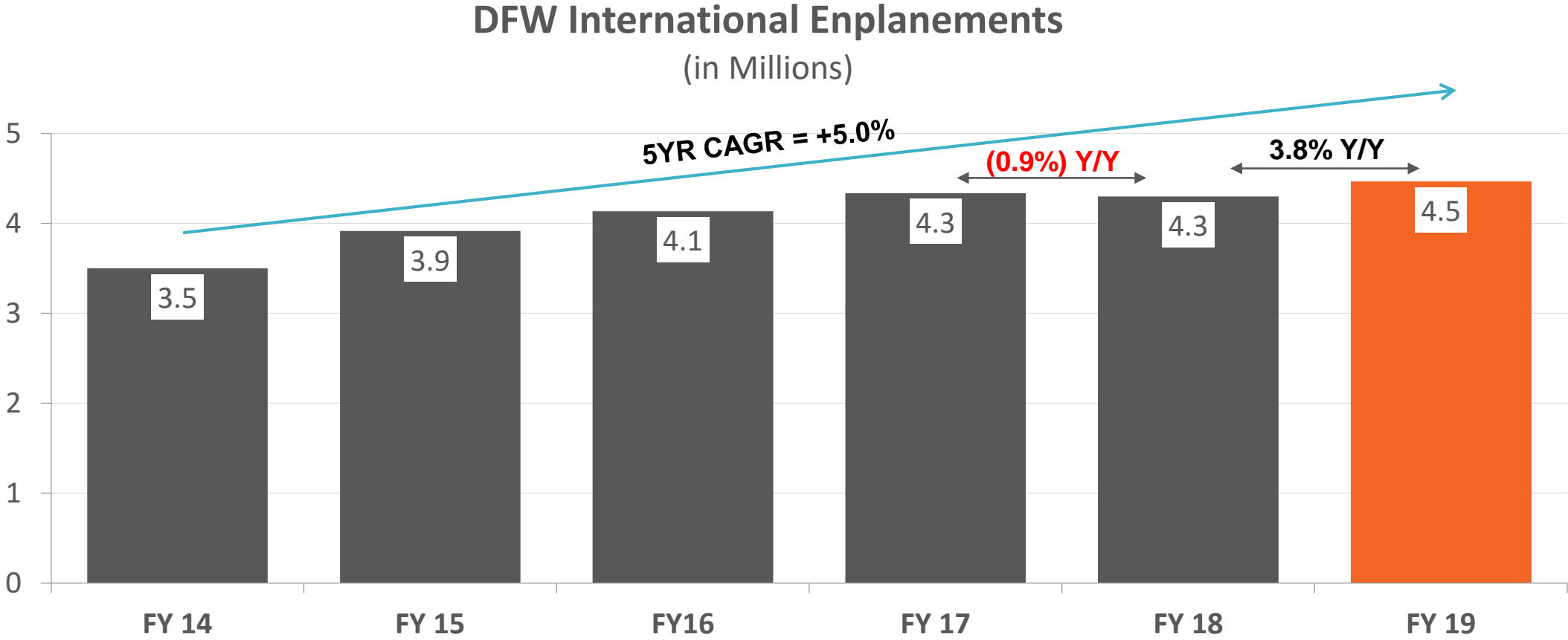
CAGR represents Compound Annual Growth Rate

DFW Enplanements (in Millions)



CAGR represents Compound Annual Growth Rate

FY19 international enplanements are projected to grow 3.8%



CAGR represents Compound Annual Growth Rate

• Source: DFW Monthly Flight Activity Reports, GSD Forecast



Vision

Travel. Transformed.



Mission

We provide an exceptional Airport experience for our customers and connect our community to the world.

Mastering the Basics

Clean

Working

Friendly



Key Results



DFW Concessions Program

One of the largest concessions programs in N. America

- Over 200 shops, restaurants, and services
- Generated over \$382M in FY18 Gross Receipts
- Completed 37 concession locations in FY18

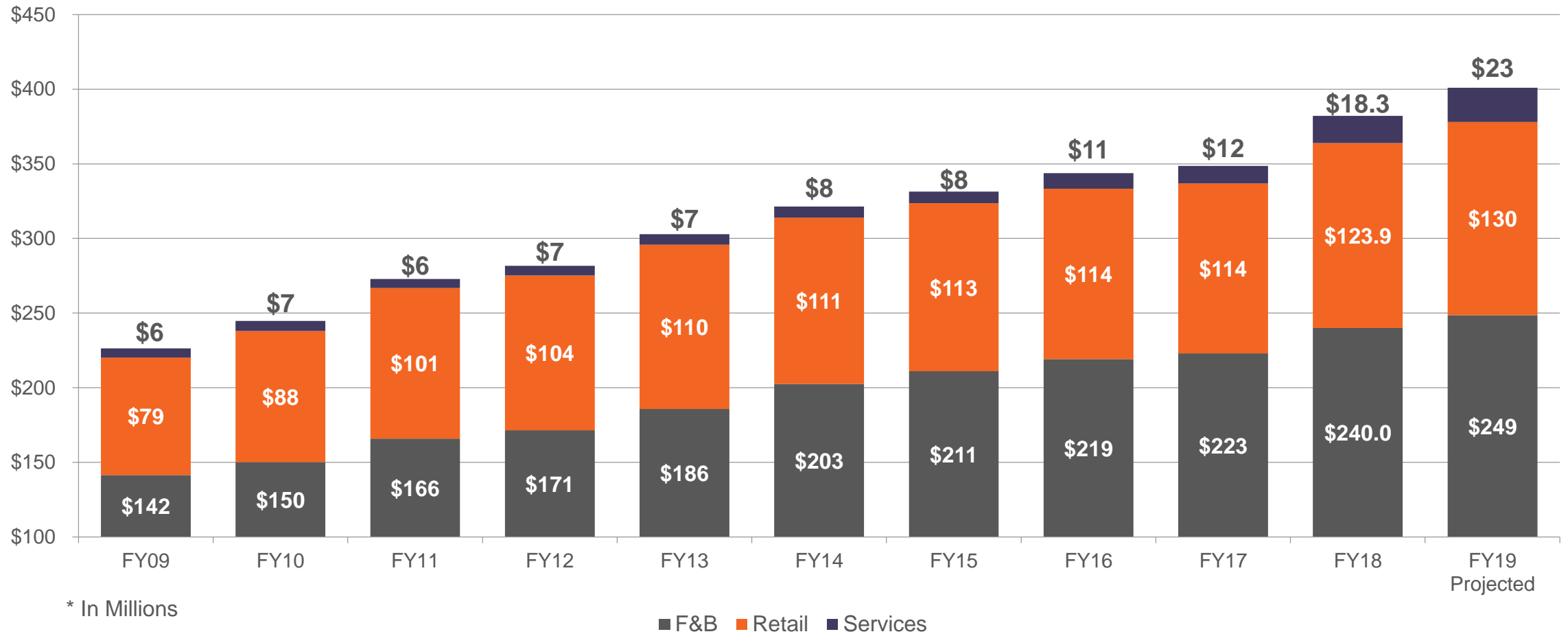
Rental Car Center

- 4.7 million passengers in FY18
- Generated over \$273M in FY18 Gross Receipts



Concessions Performance

FY19 is projected to reach \$402 M in total sales for Food & Beverage, Retail and Services.



2018 and 2019 Industry Recognition

Airports Council International (2018):

Richard A. Griesbach Award of Excellence
Best Retail Program, 1st Place
Best F&B Program, 3rd Place
Hickory – Best F&B Concept, 3rd Place



Airport Experience News (2019):

Best Overall Program
Property Manager of the Year, Zenola Campbell

Airport Food and Beverage Conference (2018):

Airport Wine Bar of the Year: CRÚ Food and Wine Bar



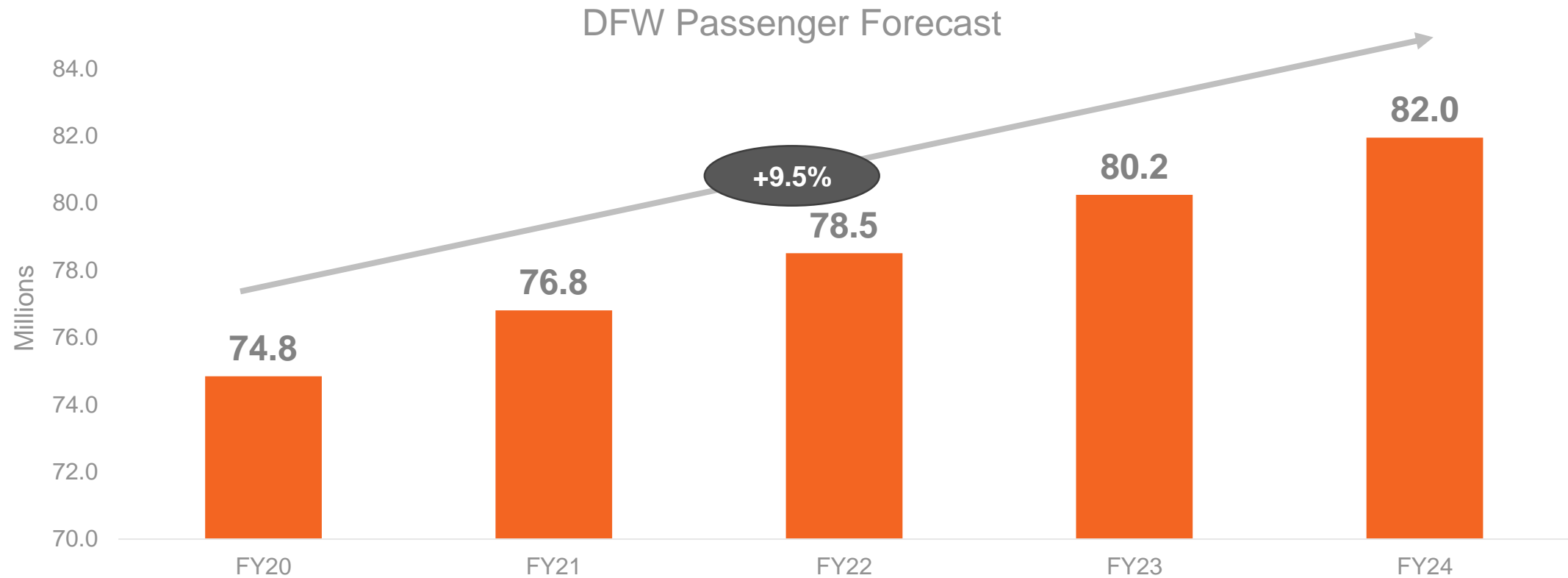
Consumer Insights

John Han

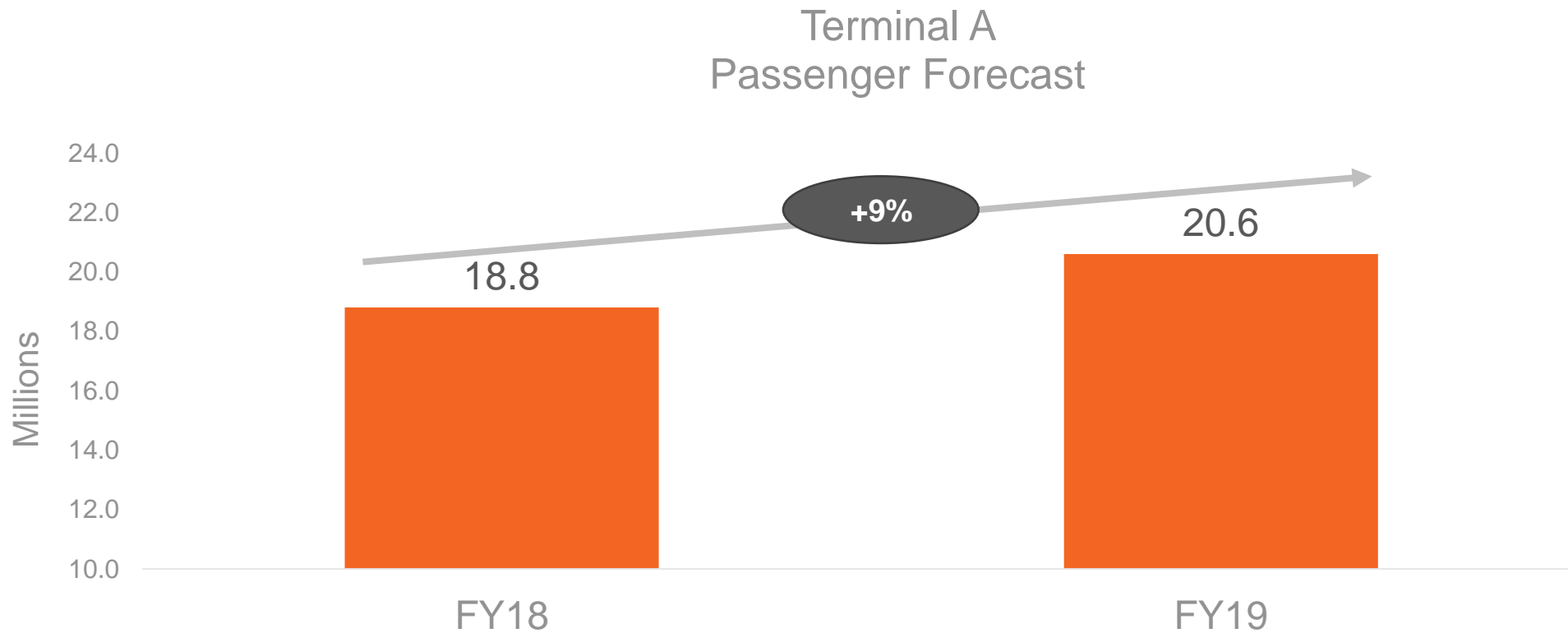
Sr. Insights and Analytics Manager, Customer Experience



Passenger volume is projected to reach 82 million by FY2024.



For this year, passenger volume in Terminal A is expected to grow to almost 21 Million.



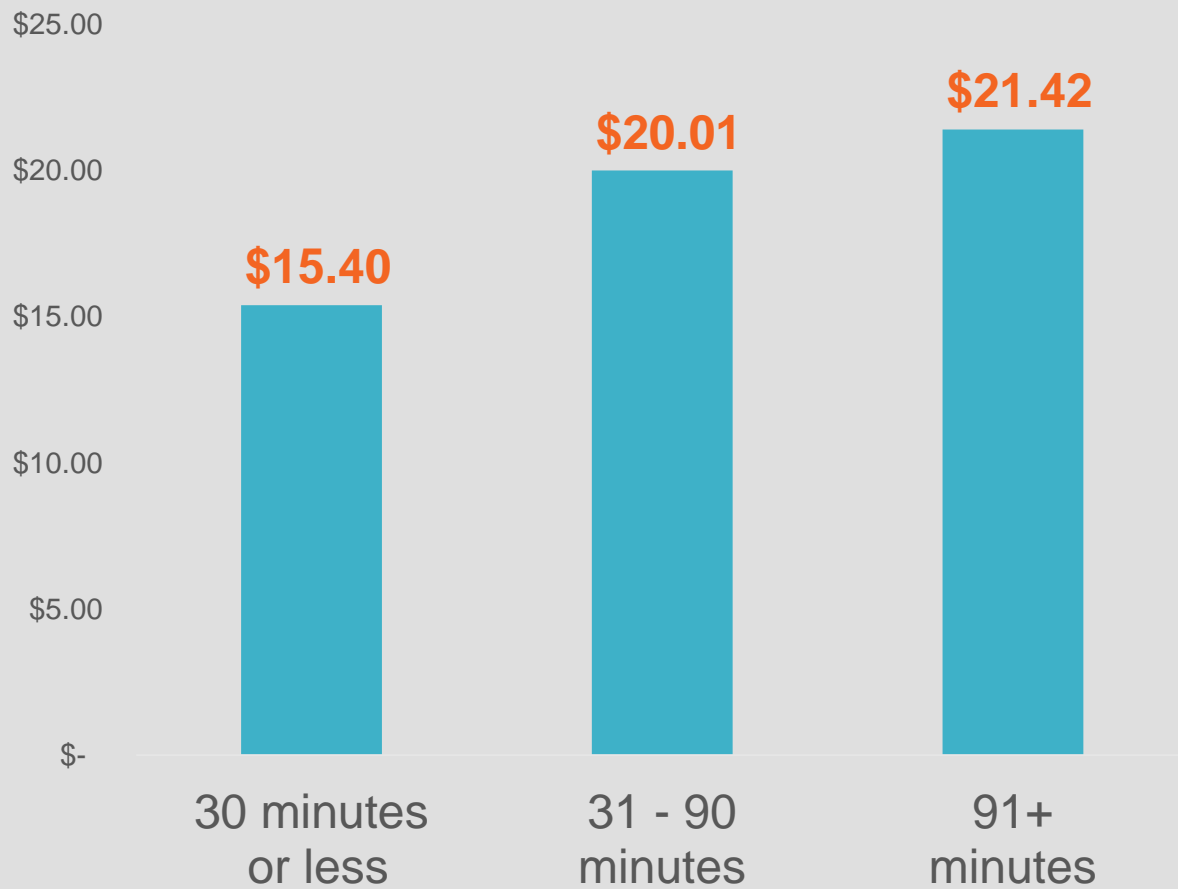


With more travelers in the terminals, the demand for restaurants and shops will grow.



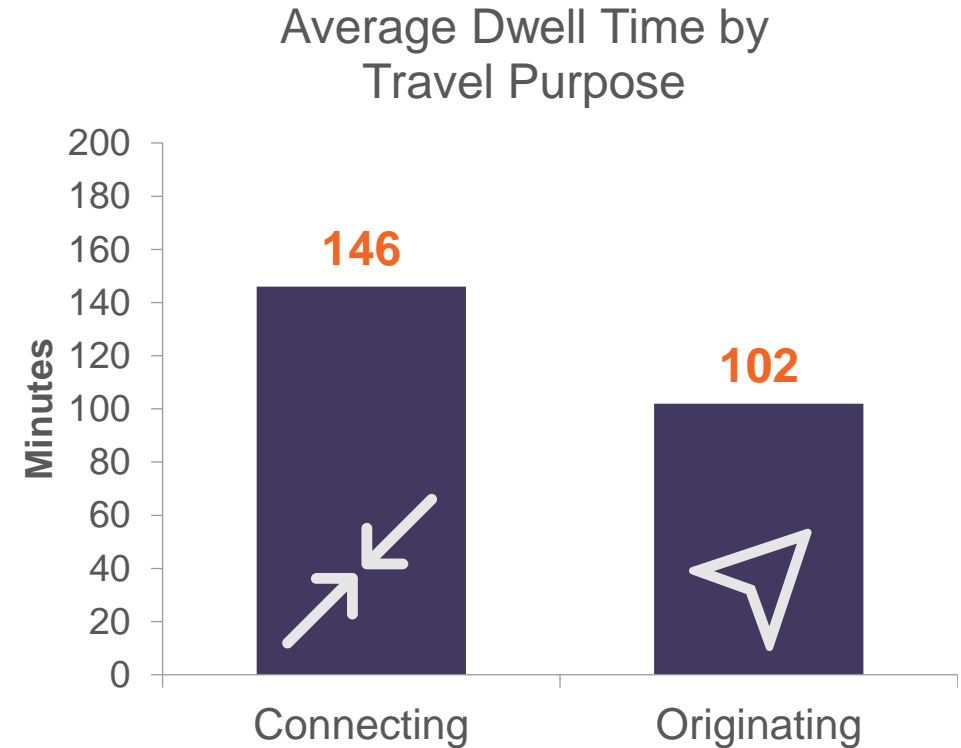
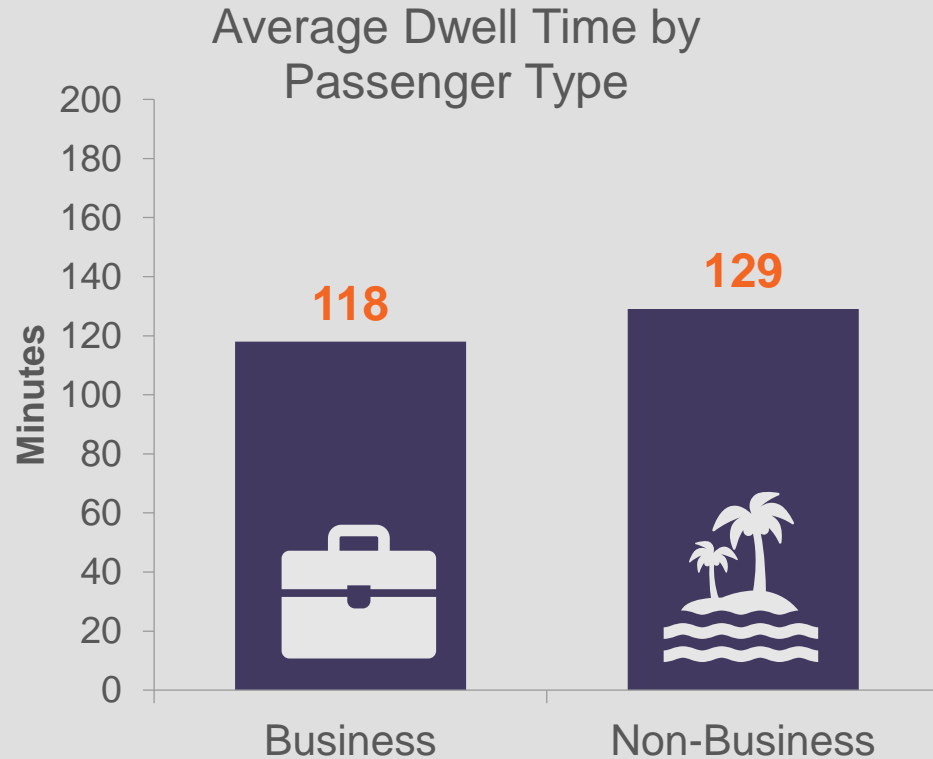
Average Concessions Spend By Dwell Time

(Among those who made a purchase)



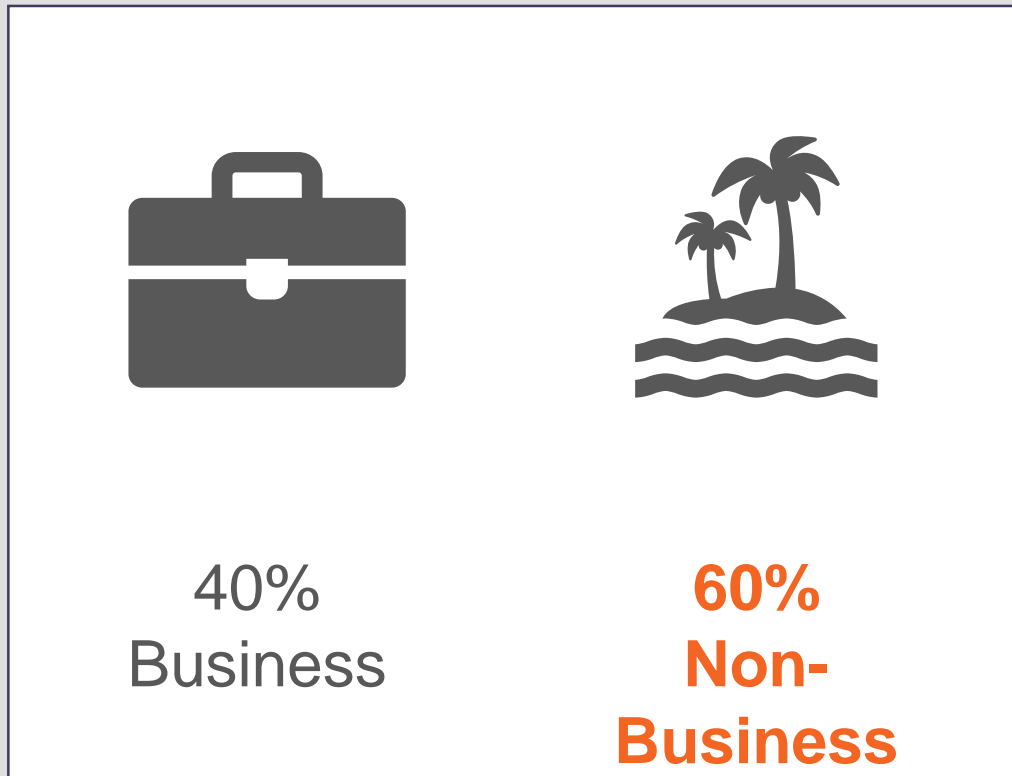
Customers with longer dwell times spend more in our terminals.

Leisure and Connecting travelers usually have longer dwell times at DFW.

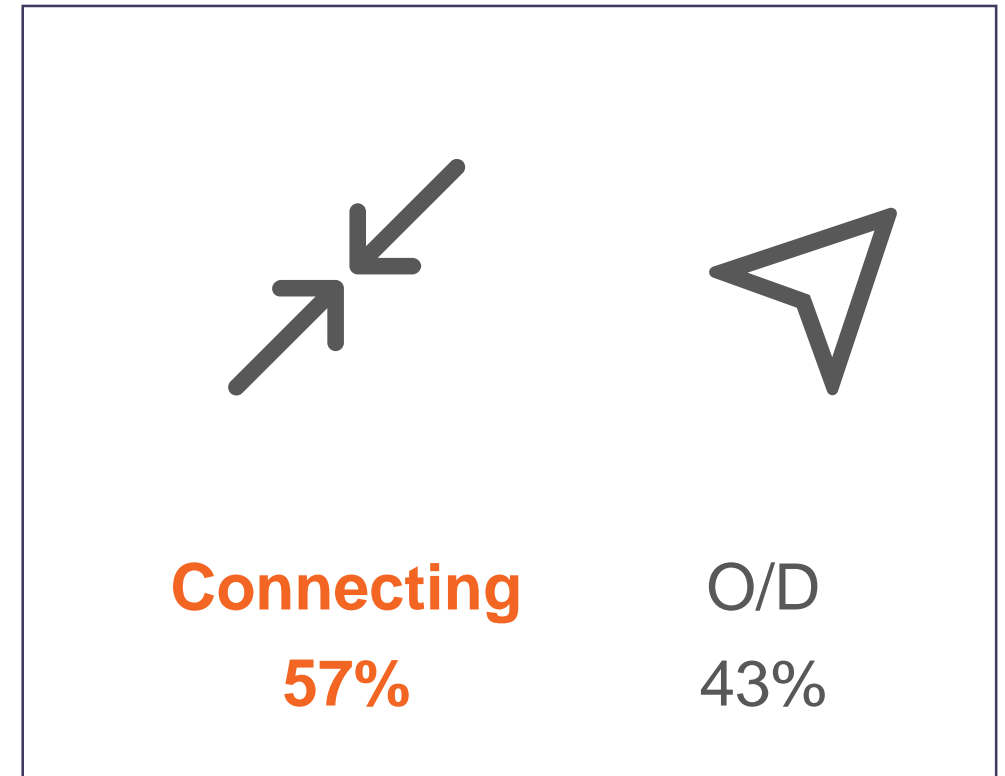


In Terminal A, there is a greater percentage of Leisure and Connecting customers.

Terminal A



Terminal A





Because needs and preferences of customers differ, segmentation provides insights into the types of services and amenities that appeal to key segments.

DFW Customer Segments



Indulgent Explorers



All Business Road Warriors



Value Voyagers



Frugal Vacationers



Foreign Fun Seekers





Indulgent Explorers

All Biz Road Warriors

Value Voyagers

Frugal Vacationers

Foreign Fun-Seekers

Size

22%

7%

28%

41%

2%

Average Spend

\$65

\$21

\$32

\$17

\$34

Key Attributes

Young & diverse group. Frequent traveler, often with kids

Likes **high-quality**, and **healthy dining** options.

Shops for variety of **items & brands at airport**.

Heaviest traveler, mostly for business

Focused on working in terminals

Prefers **casual dining** and may purchase **electronic accessories** or **jewelry**

Travels more for leisure

Prefers **casual** and **healthy dining**, doesn't think luxury brands are worth every penny.


Oldest segment, skewing to 55+

Bargains, **inexpensive dining options**, and **basic retail** are preferred

Non-U.S. traveler

Interested in **high-quality dining** and **experiences**.

May purchase items such as **books** and **electronics**.



In general, all customers have core needs that dictate how they perceive their experience at the Airport.

Dining & Shopping Core Needs



Options



Time



Knowledge



Visibility



Mindset

Positive dining and shopping experiences are characterized by having access to a wide range and **variety of options**, as well as **short lines/quick service**.

Travelers approve of **high quality food, clean restaurants, friendly staff, and inexpensive costs**.

An airport's most satisfied passengers



Spend **10% more time**
at the airport



Are **twice as likely**
to shop



Spend **7% more** on retail

Than those who are the least satisfied

When the customers' core needs are met, **happiness, satisfaction** and **accomplishment** are key outcomes.

Happier passengers are more likely to buy and **spend more.**

Upcoming RFPs

Kevin Lemmons

Assistant Vice President, Concessions

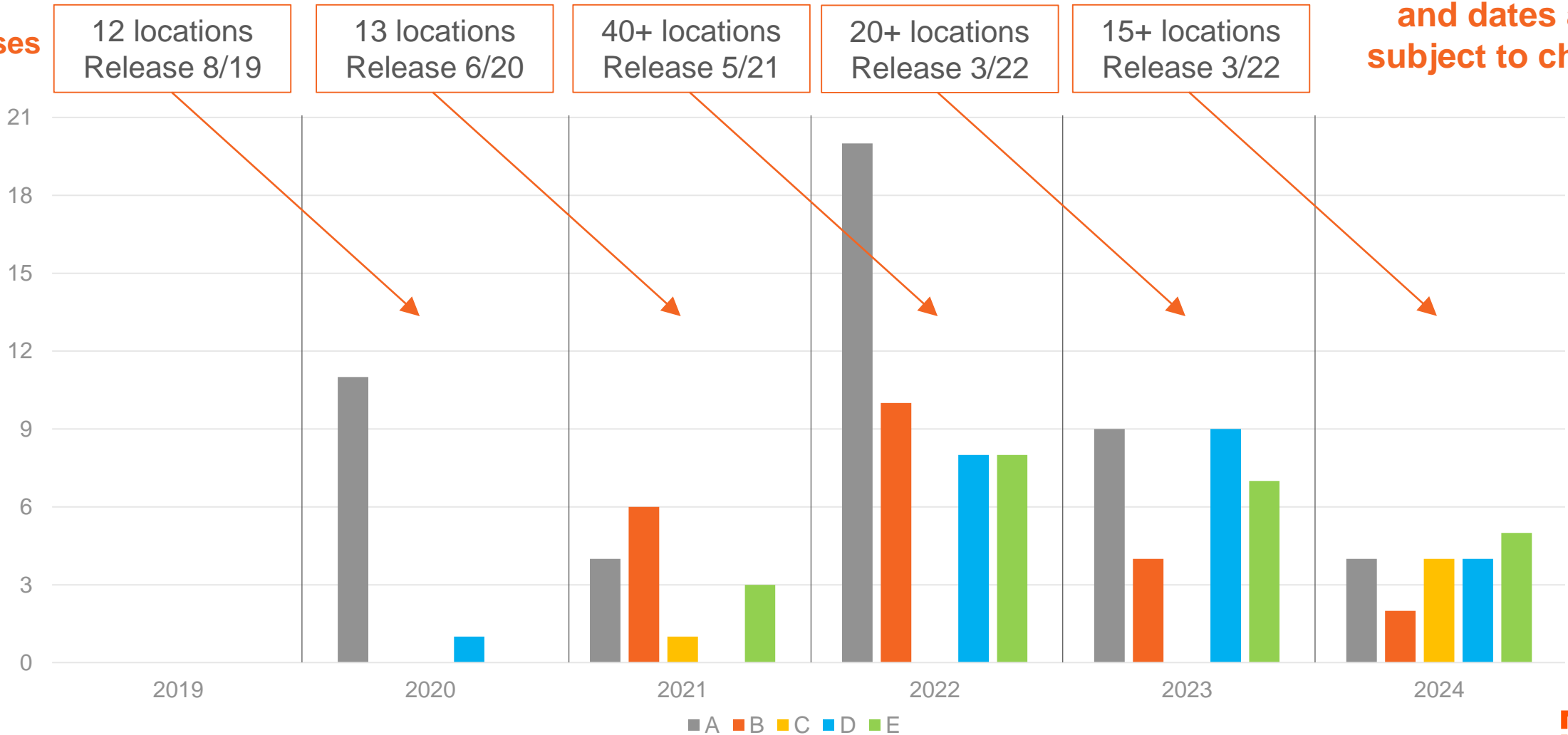


Upcoming Expirations

Average of 24 locations expiring per year (10% of total inventory annually)

All information and dates are subject to change

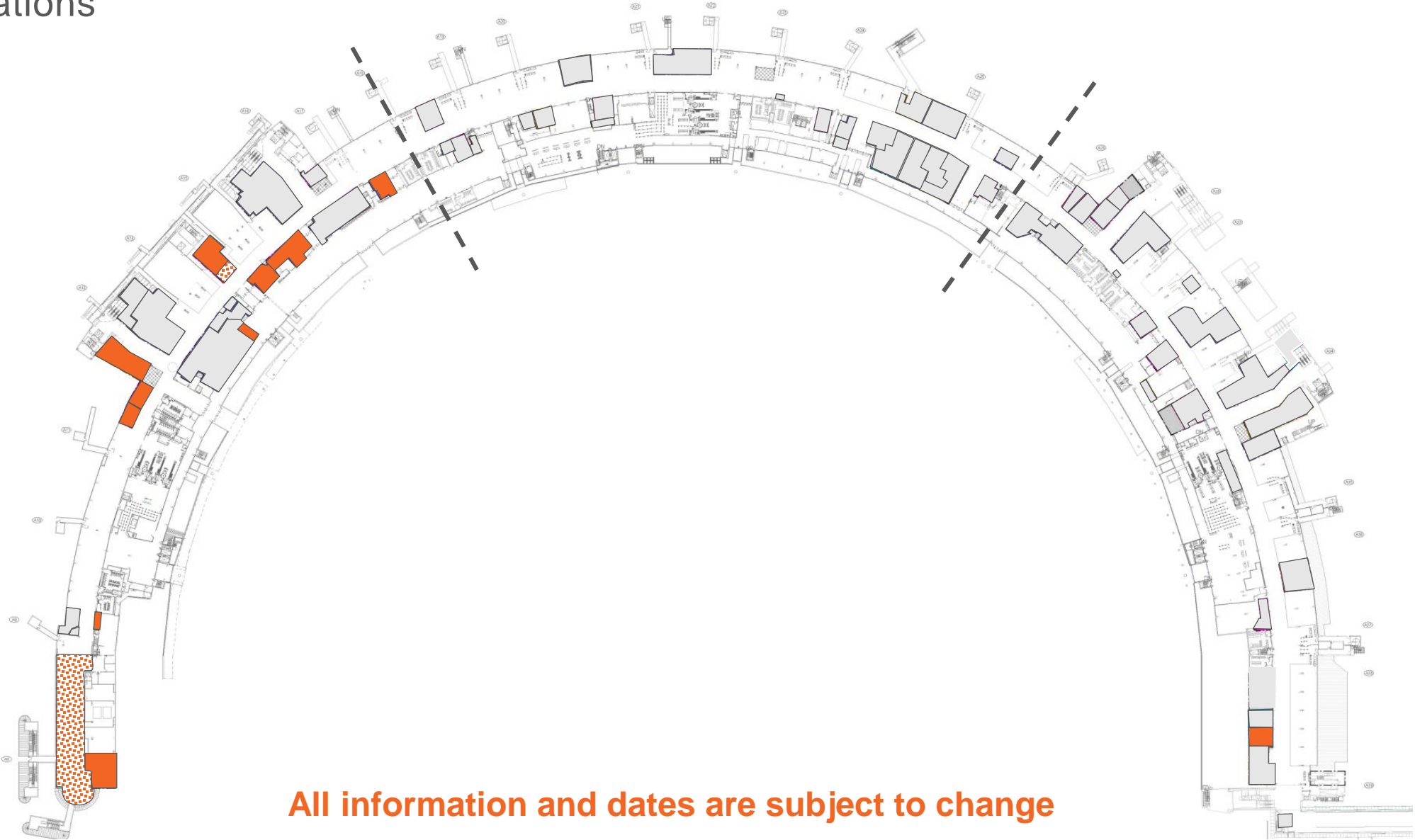
Releases



Terminal A RFP Phase 1

Projected Release August 2019

11 locations



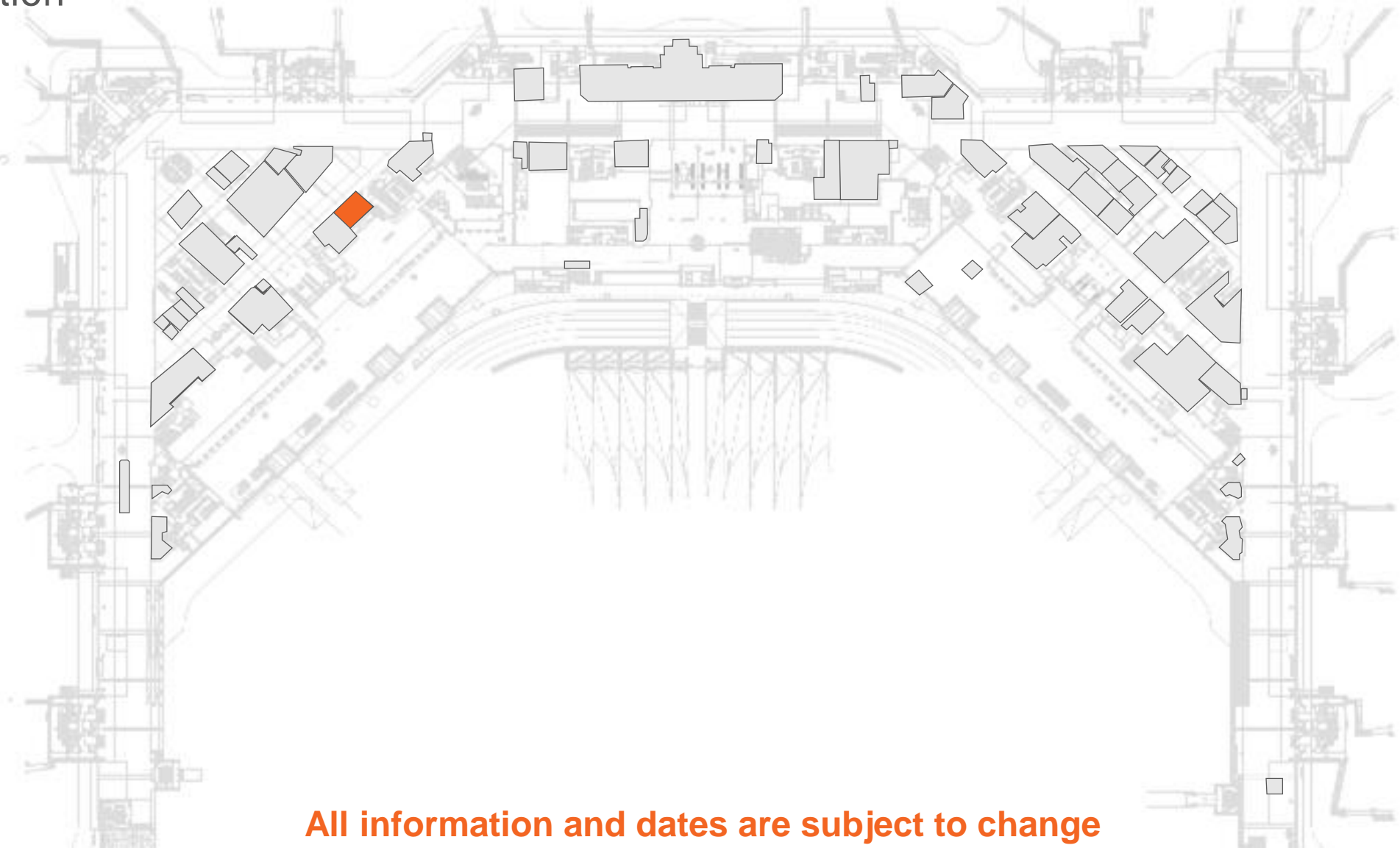
All information and dates are subject to change



Terminal D

Projected Release August 2019

1 location



All information and dates are subject to change



Guiding Principles

Post TRIP Lessons Learned

Terminal Layout

Limited Line of Sight, Kitchens and Equipment, Queuing, Seating and Other Space Constraints

Optimal Space Mix

Food & Beverage	60%
Retail	30%
Services	10%

Blurring Lines

Push Boundaries
Explore Non-Traditional Business
Automation and Robotics

Supply vs Demand

Passenger Growth Placing Strain on Individual Location's Ability to Operate

Competing Priorities

Revenue Growth
Experiential Offerings
Create a clear "Sense of Place"

Strengthen KPIs

Increase Spend per Passenger
Increase Sales per Square Foot

Business Resource



CHASE  *for* BUSINESSSM

Grace Smith

Vice President, Area Manager

Business Banking

JPMorgan Chase Bank, N.A.

8111 Preston Road, 2nd Floor

Dallas, TX 75225

Phone: [\(214\) 360-3934](tel:(214)360-3934)

Email: grace.smith@chase.com

Break



Terminal F, Phase 1 Pre Proposal



Design Code and Construction

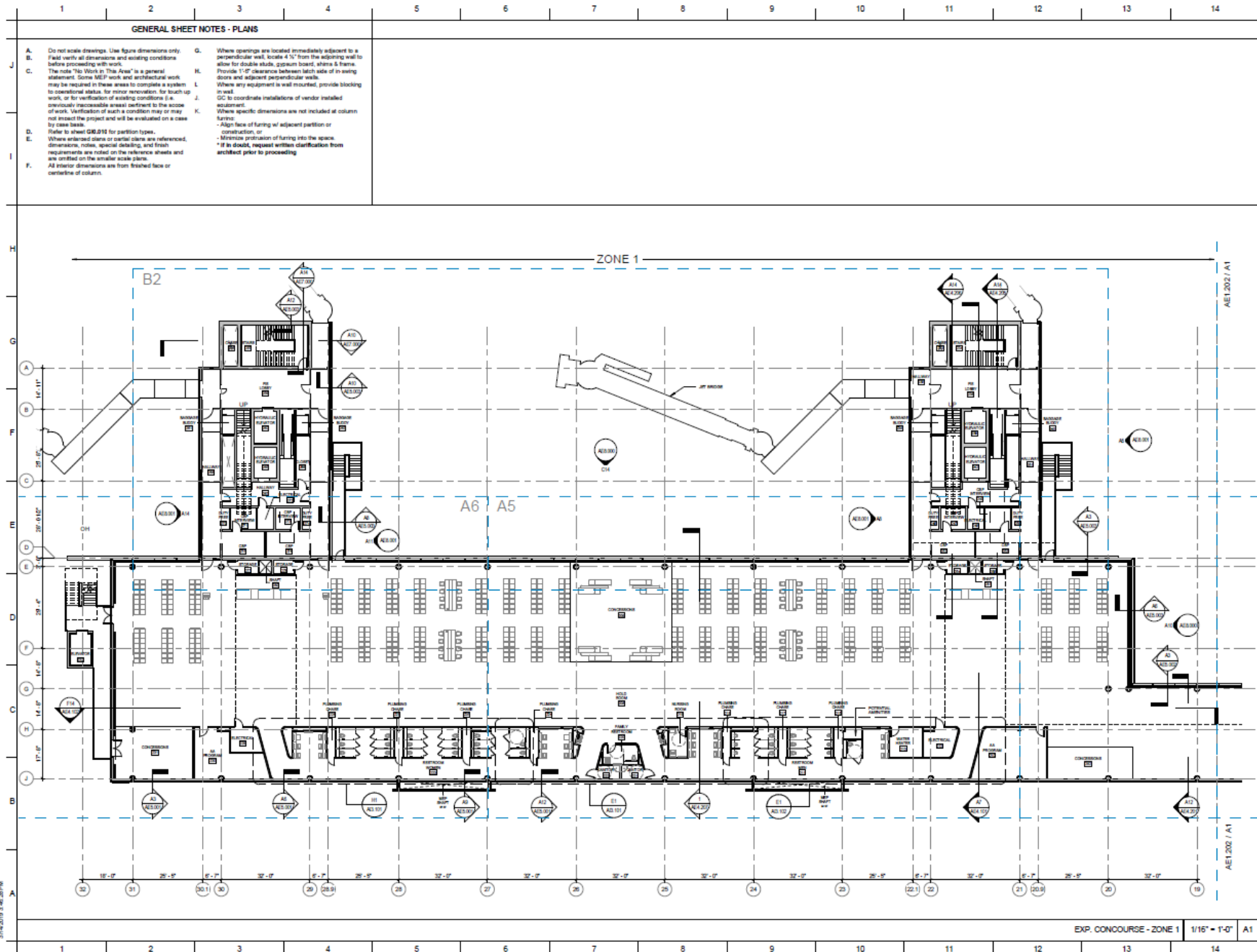
Jack Zill, Assistant Vice President
Design, Code and Construction







Copyright © 2019 LVHKA



- GENERAL SHEET NOTES - PLANS**
- A. Do not scale drawings. Use figure dimensions only.
 - B. Field verify all dimensions and existing conditions before proceeding with work.
 - C. The note "No Work in This Area" is a general statement. Some MEP work and architectural work may be required in these areas to complete a system to operational status, for minor renovation, for touch up work, or for verification of existing conditions (i.e. previously inaccessible areas pertinent to the scope of work. Verification of such a condition may or may not impact the project and will be evaluated on a case by case basis.
 - D. Refer to sheet **GR010** for partition types.
 - E. Where referenced doors or window types are referenced, dimensions, notes, special detailing, and finish requirements are noted on the reference sheets and are controlled on the smaller scale plans.
 - F. All interior dimensions are from finished face or centerline of column.
 - G. Where openings are located immediately adjacent to a perpendicular wall, locate 4" (1") from the adjoining wall to allow for double studs, gypsum board, sheetrock & frame.
 - H. Provide 1'-0" clearance between each side of in swing doors and adjacent perpendicular walls.
 - I. Where any equipment is wall mounted, provide blocking in wall.
 - J. GC to coordinate installation of vendor installed equipment.
 - K. Where specific dimensions are not included at column footing:
 - Align face of framing w/ adjacent partition or construction, or
 - Minimize projection of framing into the space.
 - L. * If in doubt, request written clarification from architect prior to proceeding.

70% DESIGN
03/14/2019

DFW

TERMINAL F PHASE 1
CONFIDENTIAL

DFW CONTRACT: 880619-44
DFW Terminal 1
DFW Phase 1
Dallas, Texas • DFW Airport • 75211

LVIK

Interim Review
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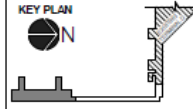
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- PROJECT TEAM**
- STRUCTURE: **IQ**
 - MEP/EFP: **CBI**
 - IT/SECURITY/FA: **MOYE**
 - GIS/AV/AV/AV: **OWP**
 - GEOTECH: **WOOD GROUP**
 - ARCHITECTURE: **ARUP**

ISSUES & REVISIONS

No.	Date	Revision



FLOOR PLAN - EXP. CONCOURSE - ZONE 1

AE1.201
SCALE: As Indicated

DATE: 03/14/2019





Exterior view



COPYRIGHT © 2019 LVHKA

Zenola Campbell

Vice President, Concessions



Future Enplanements

1,377,510

967,980





SKY BAR - LOUNGE

NEW

NEW



Guiding Principles

1. Create a Sense of Calm & Reduce Passenger Stress
2. Enhance & Aid the Boarding Process
3. Provide comfortable and varied furniture accommodations
4. Create Sophisticated Moments of WOW!
5. Create New Revenue Generating Opportunities

Principle 1

Create a Sense of Calm & Reduce Passenger Stress

- *Provide Information that Passengers Need, Facilitate Decision Making*
- *Utilize Sound & Lighting Design to Enhance Customer Experience*
- *Create a Sense of Calm With Digital Content*

Create a Sense of Calm & Reduce Passenger Stress

Incorporate Audio & Visual Communication, Access to Flight/Boarding Information, & Ordering in the Gate Area

Time	Destination	Flight	Gate	Remarks
11:55	Toulouse	IB8974	20	
12:00	Nice	IB8756 AA2902	1	
12:05	Melziak	AY3192 IB4006	2	
12:05	Barratona	IB3320	3	
12:20	Moscow/DOM	IB3158	5	
12:29	Wien	IB3184 AA1844	14	
12:30	Chicago O'Hare	IB6286 AA1300	6	
12:35	Bristol	SK3130	7	
12:40	New York/JFK	AA182 AA3004	4	
12:50	Hilber	IB3108 IB4008	8	

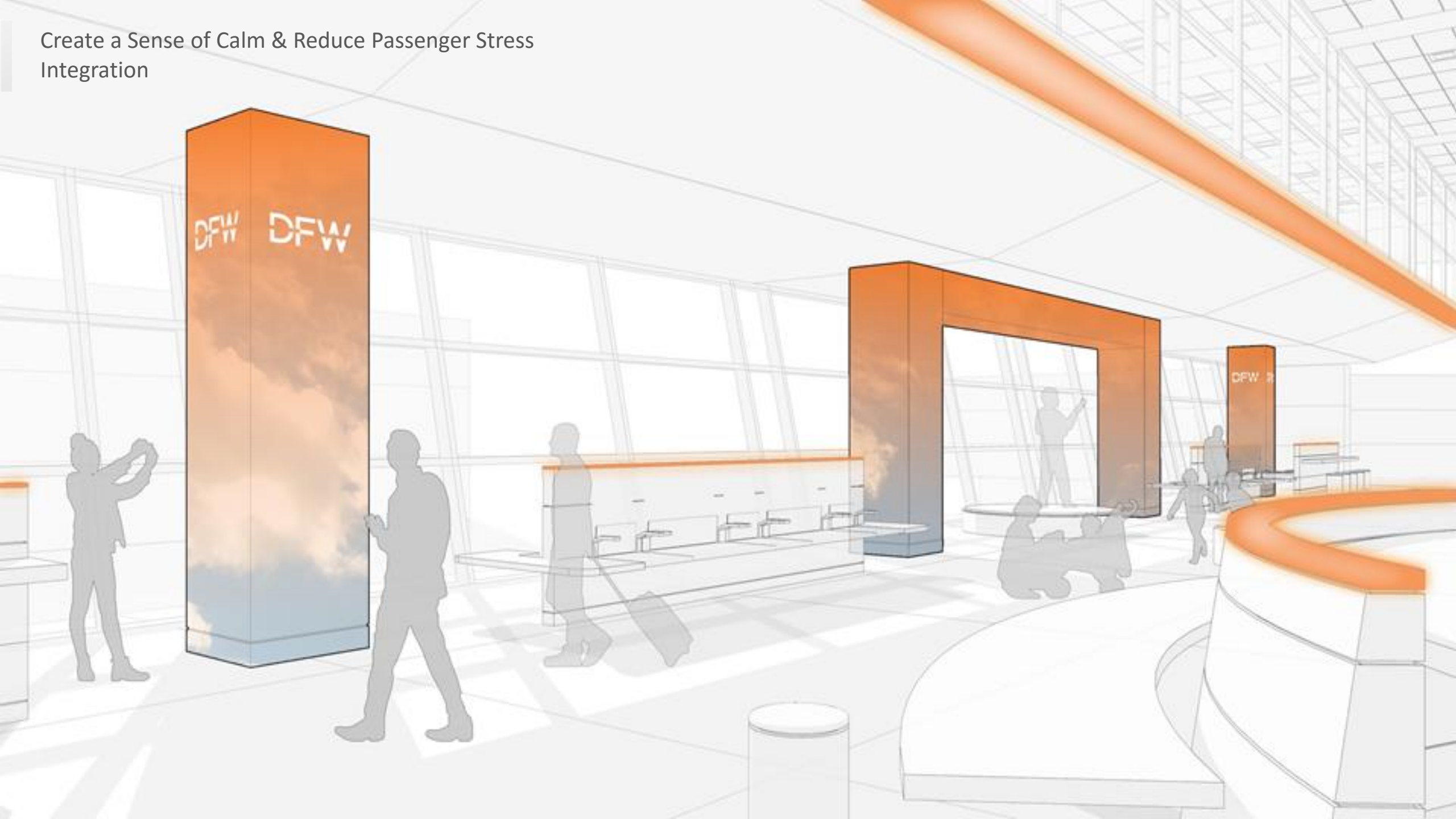


grab

DFW



Create a Sense of Calm & Reduce Passenger Stress
Integration



Principle 2

Enhance and Aid the Arrivals and Boarding Process

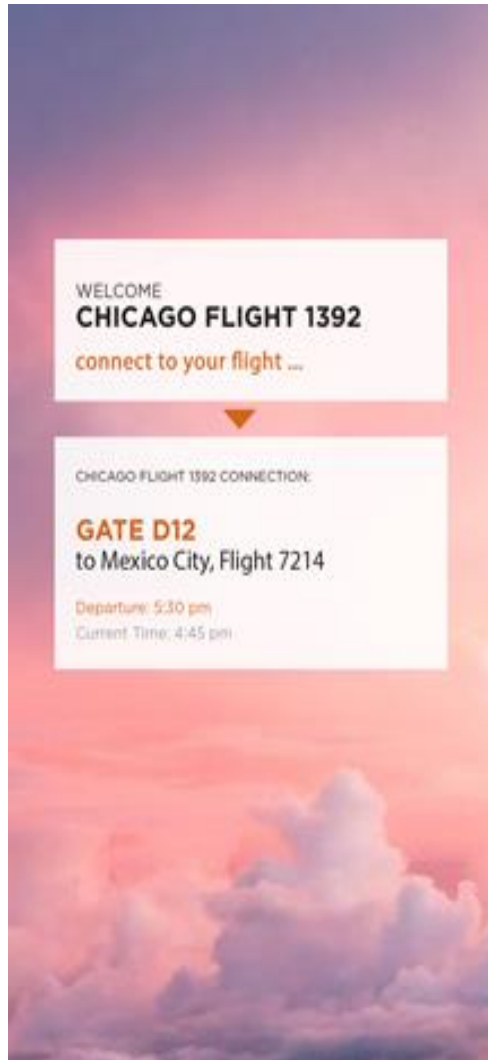
- *Create space that customers want to spend time in*
- *Provide open layout that allows for easy circulation*
- *Integrate digital & architectural features to provide boarding cues*

REVISED DESIGN

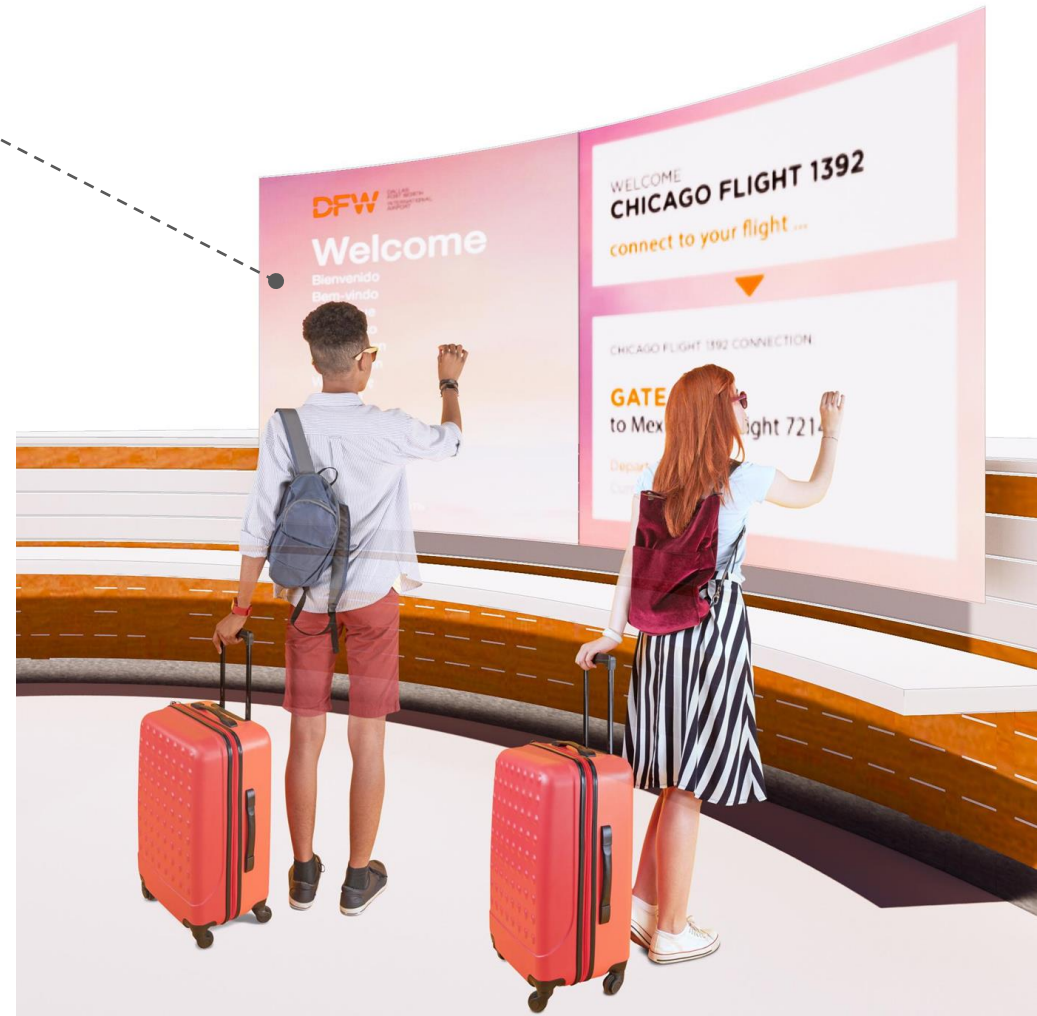


Enhance and Aid The Arrivals and Boarding Process

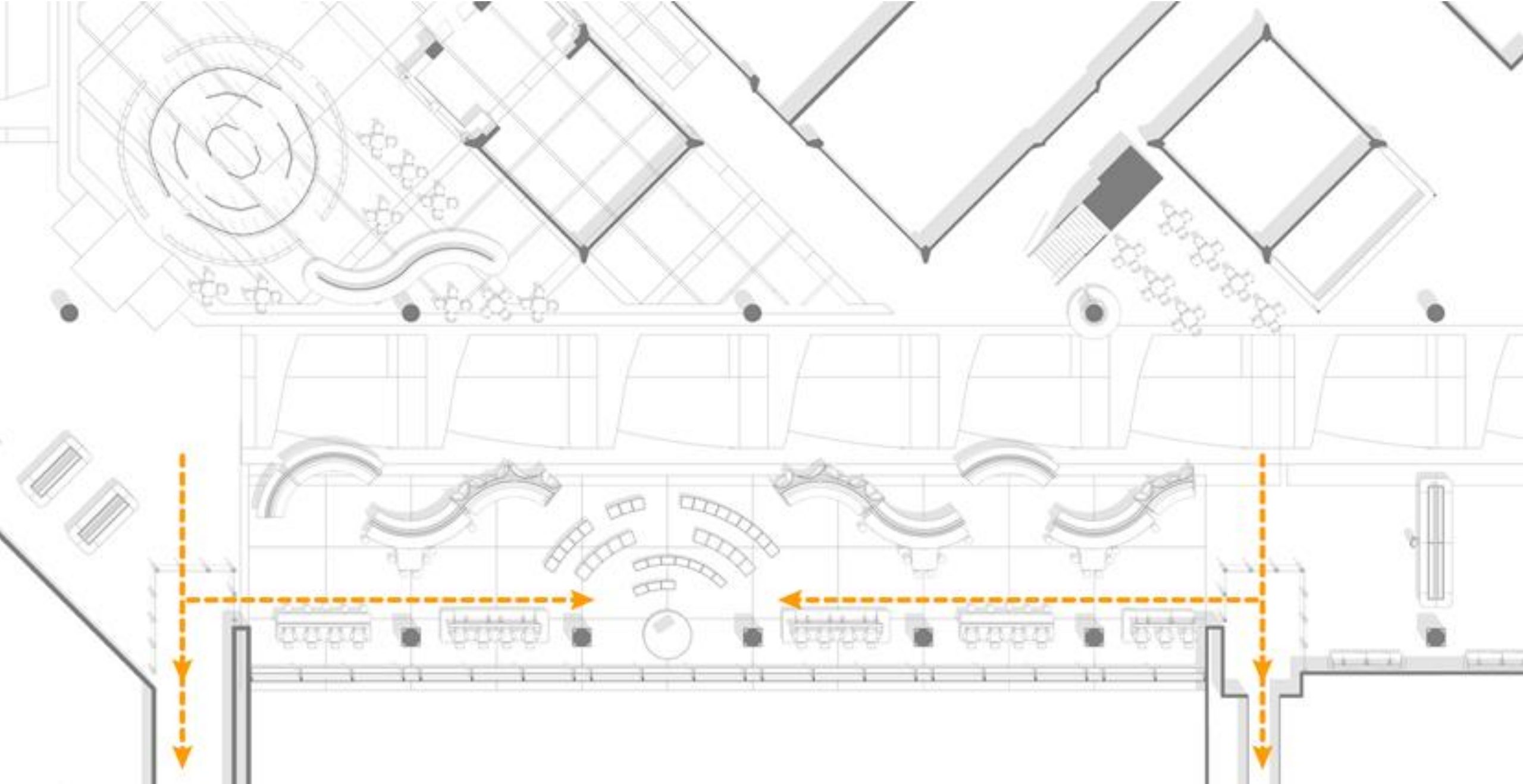
Customized Welcome information and Connecting Flight Info for Arriving Passengers



Utilize Recognition Technology to Provide Customized Information to Arriving Passengers



Provide open layout that allows for easy circulation



Principle 3

Comfortable & Varied Seating Types

- *Furnishings Function to suit the needs of varying passenger types*
- *Provide a Mixture of Functional Furnishings & Unique, Enticing, Sculptural Pieces*
- *Free Flowing Seating Arrangement, Easy to Navigate*

FURNITURE LAYOUT

Passenger Types



FURNITURE TYPES

Group Seating

Passengers Traveling in groups allow for some overlap in personal space in group seating arrangements



Standing and seated height surfaces can be combined into one element for efficient use of space



Principle 4

Create Sophisticated Moments of WOW!

- *Delight and Entertain Customers*
- *Create a sense of wonder*



SKY BAR + LOUNGE



Principle 5

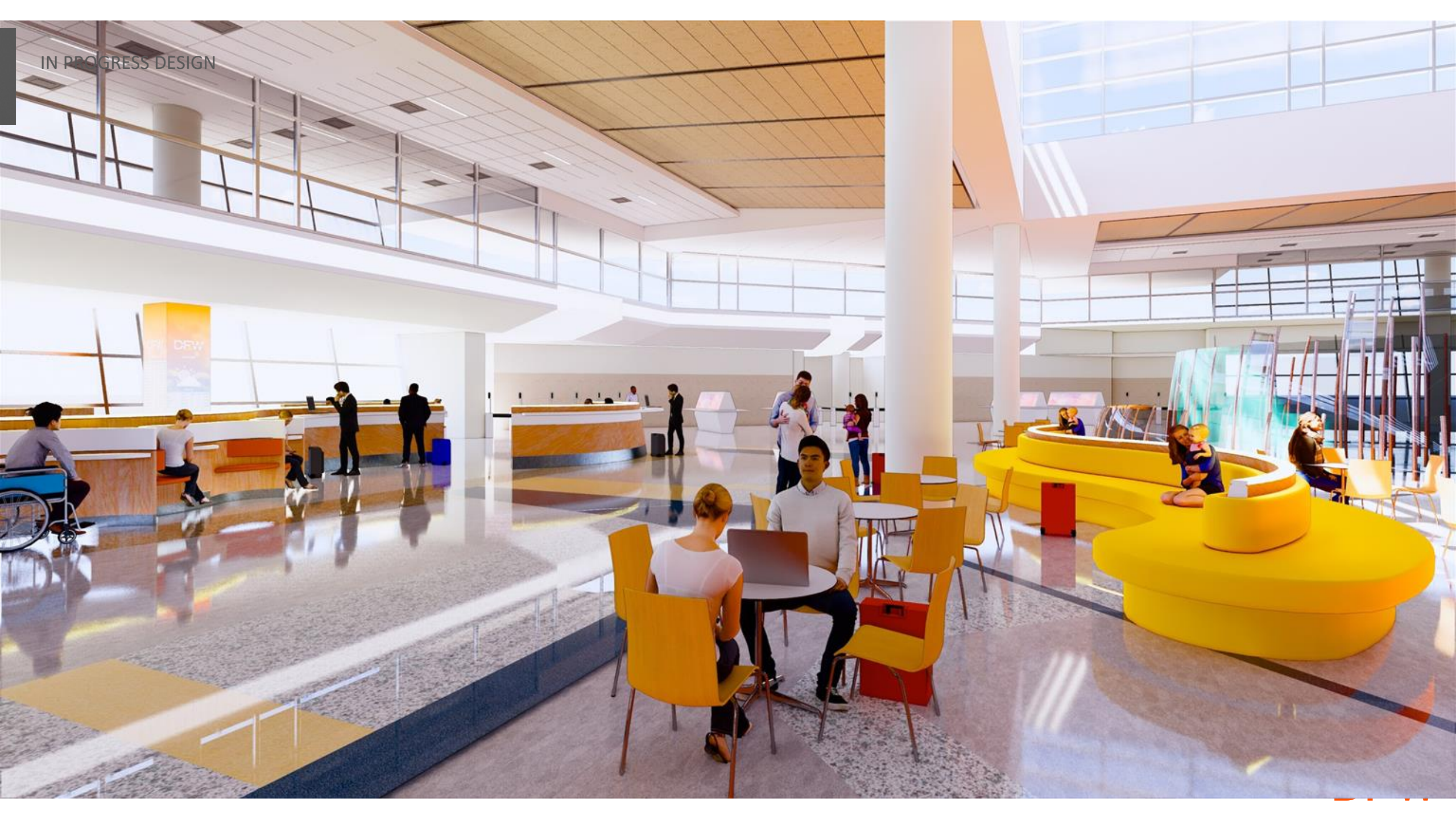
Create New Revenue Generating Opportunities

- *Digital Real Estate*
- *Flexible Space Can be Used for Concessions & Retail*
- *Integrated Concessions at Arrivals / Recomposure Area*
- *Real Time Location Services for Food Service in the Gate Area*

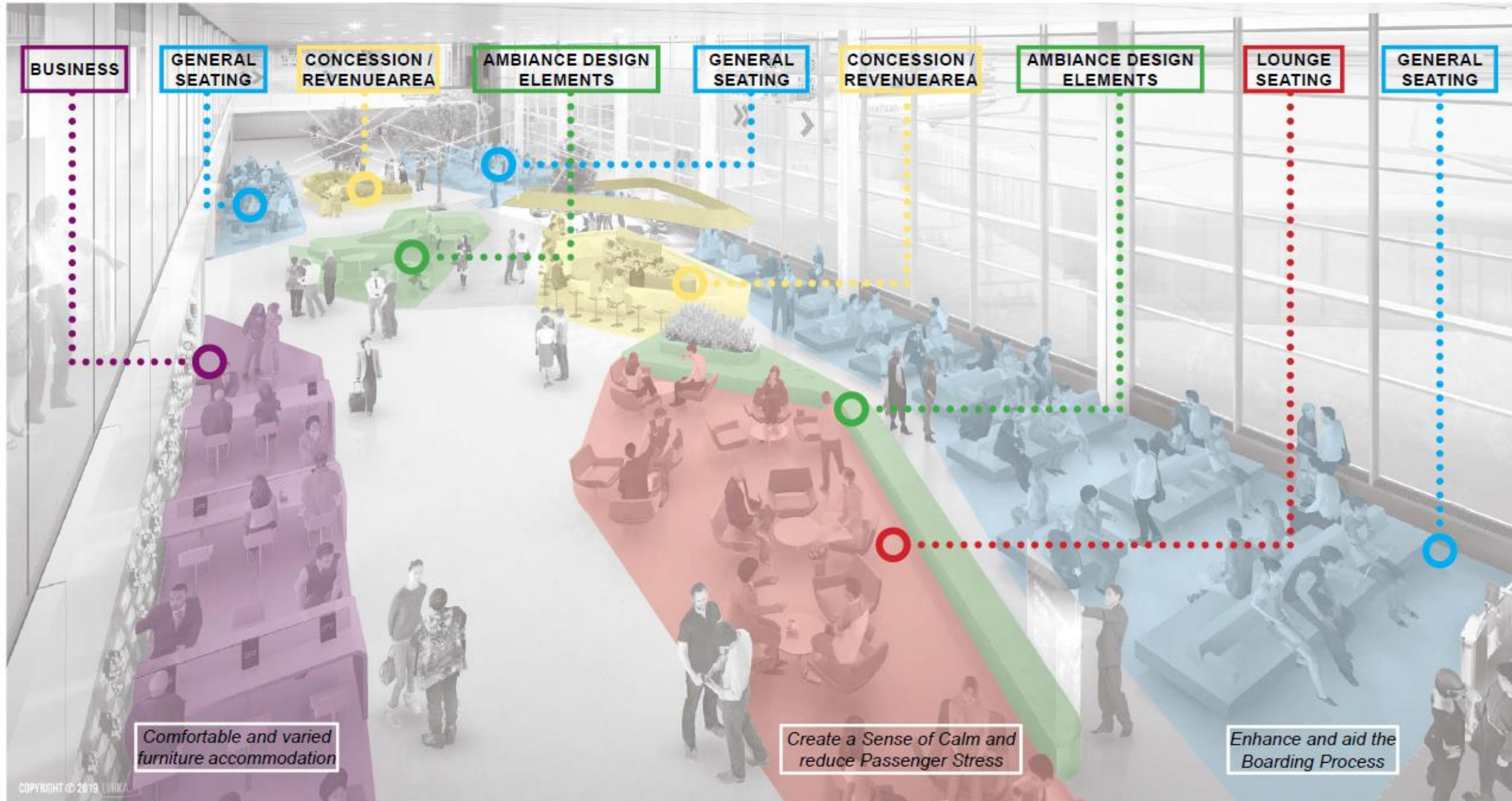
BAKERY



IN PROGRESS DESIGN



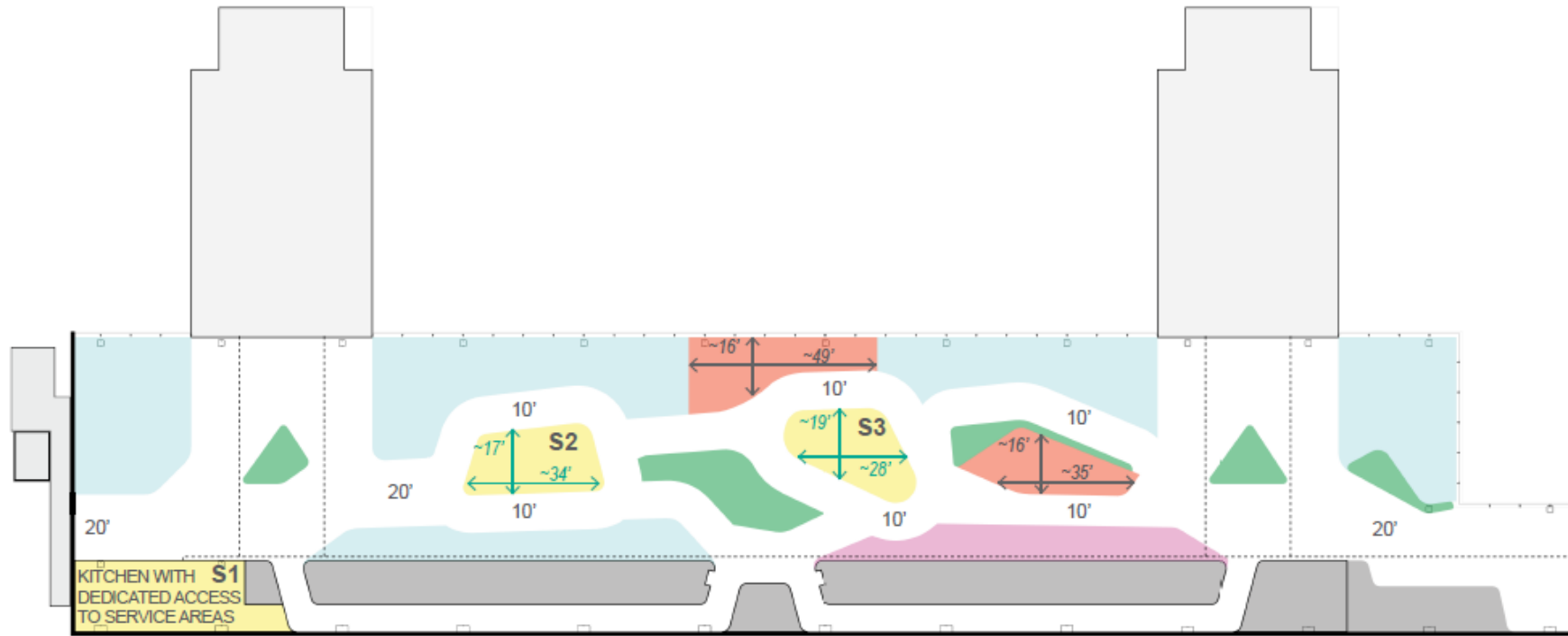
04 | Space Planning



So What Concepts are Needed



Proposed Zone Layouts



CONCESSIONS	Areas*
Concessions/revenue areas	2,127 sf
Lounge seating	1,170 sf

DFW	Areas*
Business	875 sf
General seating	6,075 sf
Ambiance design elements	1,175 sf

* Sample 1 Areas

S2 Perimeter: 98'
S3 Perimeter: 96'

SAMPLE 1



SAMPLE 2



SAMPLE 3



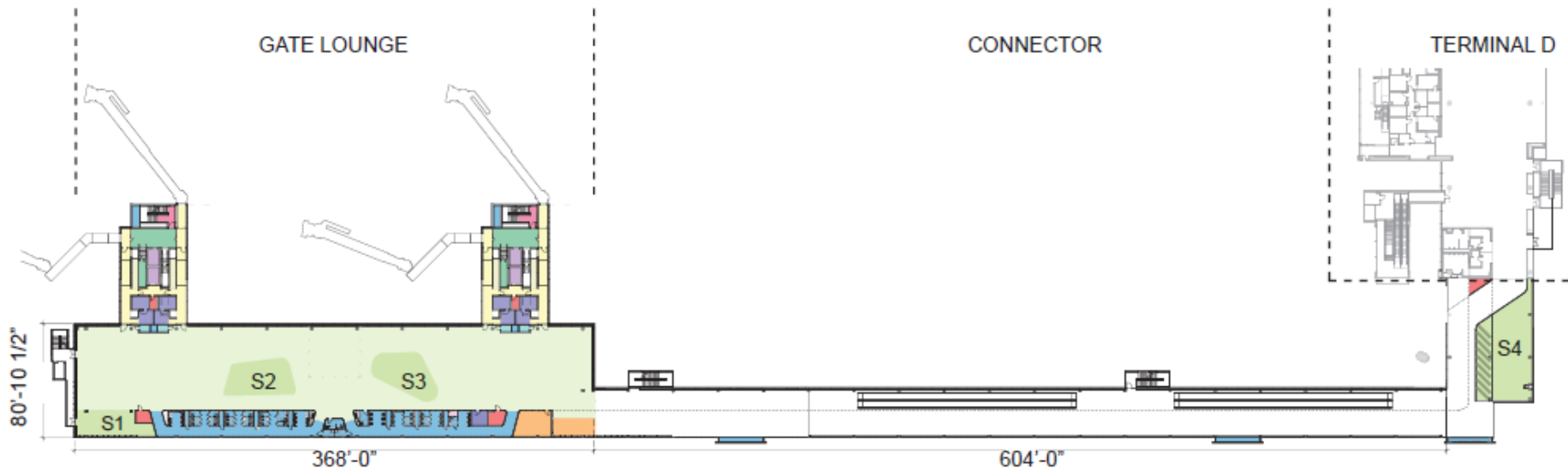
SAMPLE 4

SAMPLE 1 ASSUMED GATE LOUNGE SEATING & STANDING REQUIRED PASSENGER COUNT & AREAS ***														
	AIRCRAFT TYPE	# PASS.	# AIRCRAFT	TOTAL PASS.	LOAD FACTOR	TOTAL	SEATED OR STANDING FACTOR	PASSENGERS	REDUCTION FACTOR	TOTAL MINIMUM SEATED/STANDING COUNT **	DFW MINIMUM SEATED/STANDING COUNT **	CONCESSIONS MINIMUM SEATED/STANDING COUNT **	MINIMUM IATA REQ. SF/PASSENGER	AREA REQUIRED (SF)
SEATED	A321	196	4	784	95%	745	70%	521	10%	469	316	153	16.2	7,601
STANDING	A321	196	4	784	95%	745	30%	223	10%	201	201	0	10.8	2,172
TOTAL								745						9,773

** Minimum seat count subject to change

*** Factors to be approved by DFW

Concessions infrastructure



Concessions Utility Matrix by Zone - Terminal F Phase 1

Space	Space Type	Estimated Watts/SF	Estimated Service Size @ 480V, 3Ph	Estimated Conduit Size	DFW Installed Conduit Size	Cooking Exhaust	Dishwashing Exhaust	Domestic Cold Water	Sanitary Sewer	Grease Waste	Vent	Chilled/Htg Water	Natural Gas
Vertical Utilities						✓	✓				✓		
S1	Kitchen	100	600A	2-4"	2-4"	(2) 22x22	(2) 18x16	2"	4"	4"	4"	2"/1-1/2"	1-1/2"
S2	Café/Bar	75	250A	2-1/2"	3"	-	-	2"	4"	4"	4"	1"/3/4"	-
S3	Café/Bar	75	250A	2-1/2"	3"	-	-	2"	4"	4"	4"	1"/3/4"	-
S4	Café/Bar/ Retail	75	250A	2-1/2"	3"	-	-	2"	4"	4"	4"	1"/3/4"	-

- S1 KITCHEN 927 sf
 - S2 CAFE / BAR 600 sf *
 - S3 CAFE / BAR 600 sf *
 - S4 CAFE / BAR / RETAIL 2,690 sf
- 4,817 sf**

Must comply with Free Standing Concessions guidelines (pages 16-17)

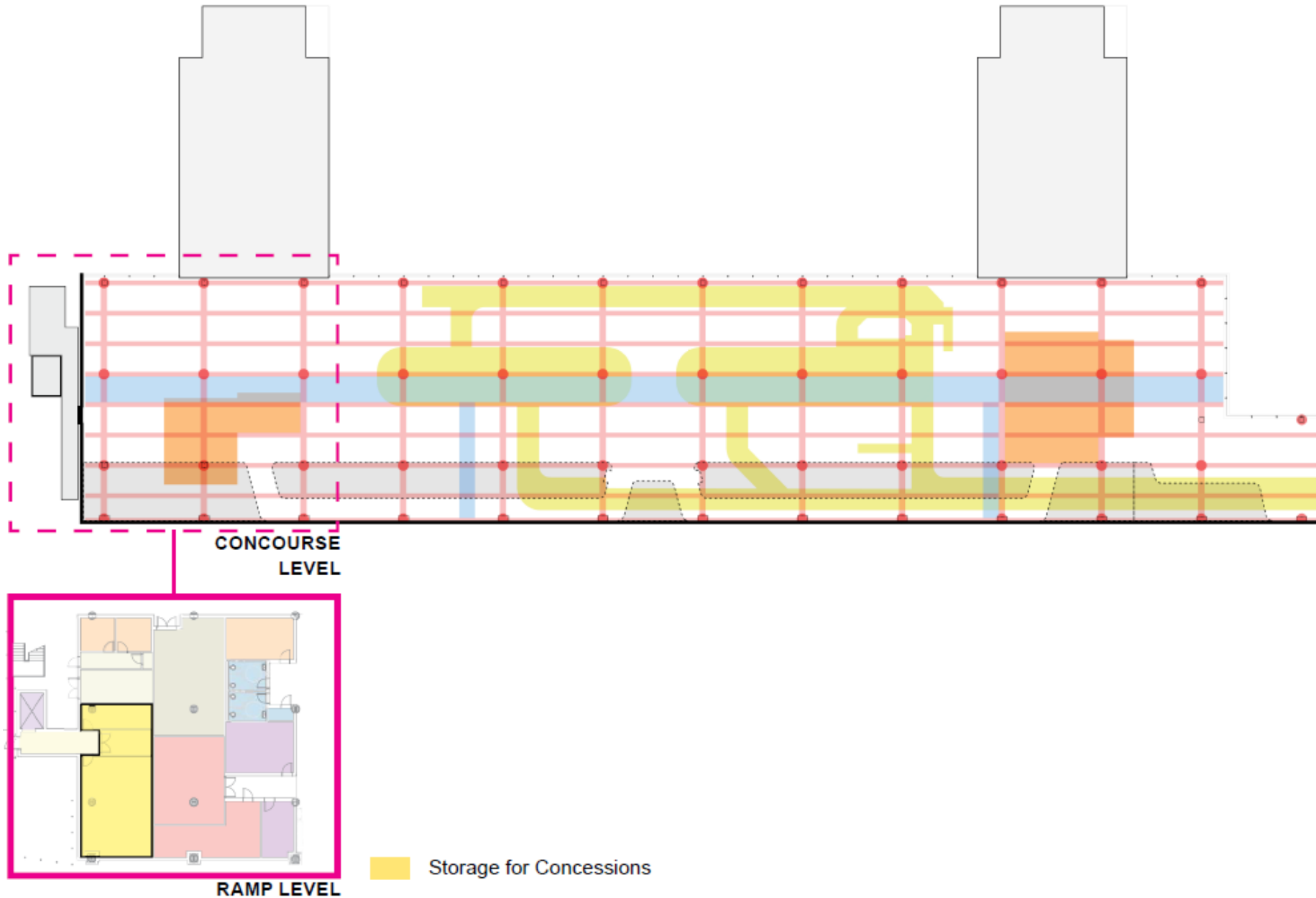
* Approximately per Sample 1

Ramp level systems

Services penetrating the floor must avoid obstructions below the concourse level, including the following:

- Structural columns
- Structural beams
- Electrical / IT rooms
- BHS pathways
- Mechanical piping pathways

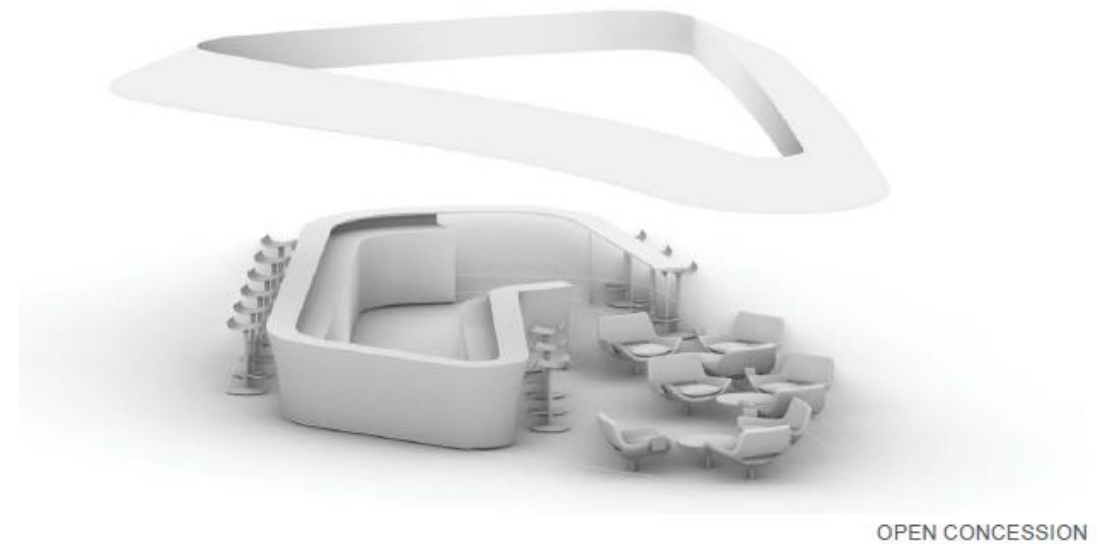
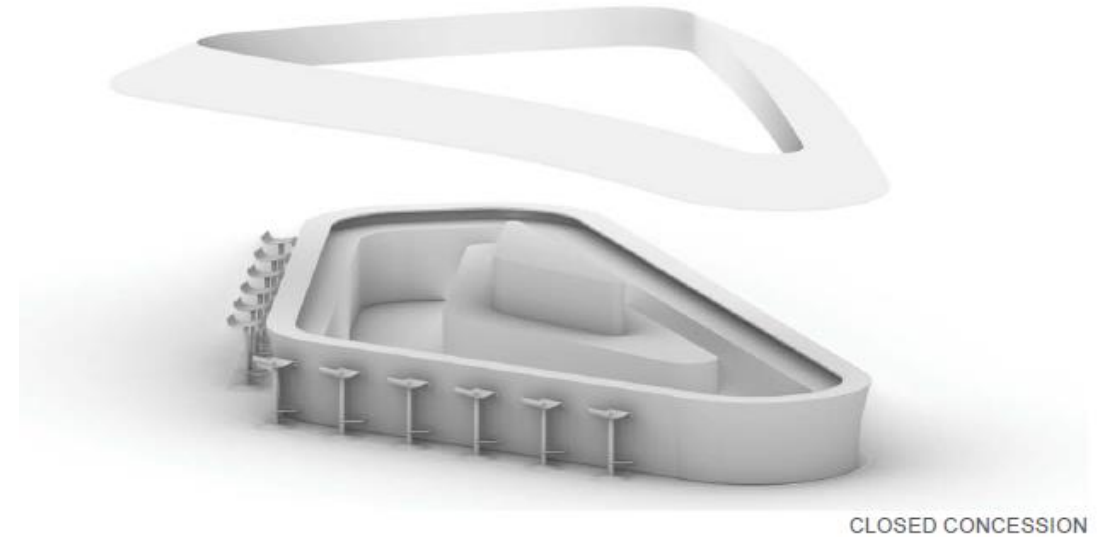
Detailed coordination with DFW and Terminal F Phase 1 design team is required. Space may be limited but available between concourse floor and systems.



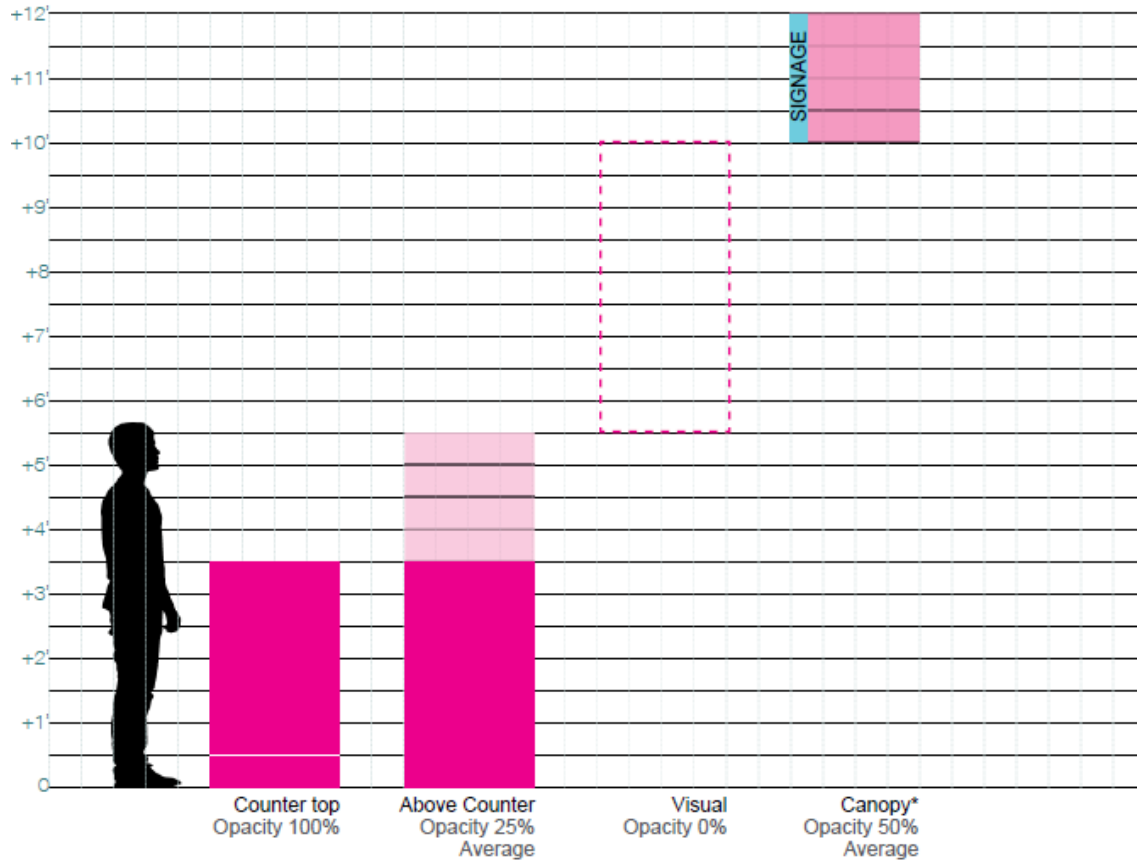
Free Standing Concessions Design Requirements

Defined by detached concessions from other built elements on any of their sides

Free standing concessions designed with a canopy, sign band, or ceiling elements

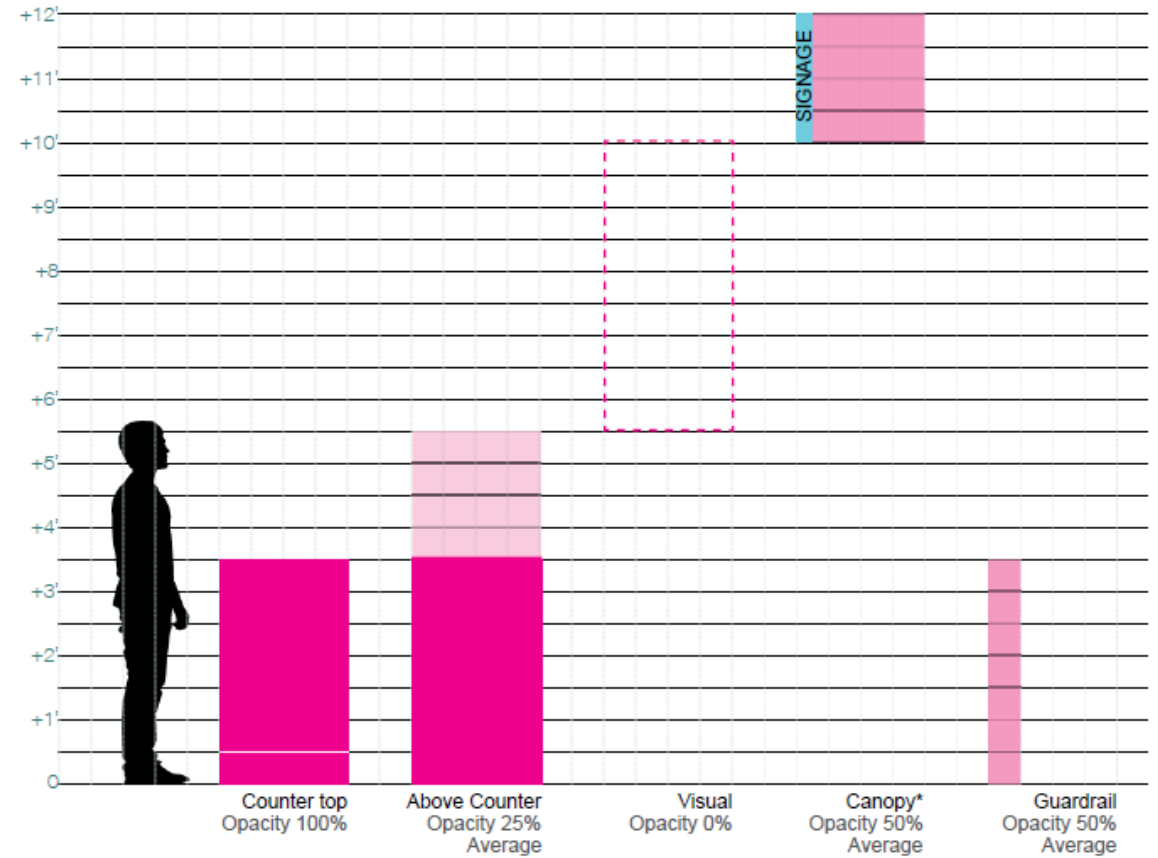


Free Standing Concessions - Closed concession



* Canopy may include integrated signage and systems to be coordinated with DFW and Terminal F Phase 1 design team. Wiring and fastening systems to be concealed from view.

Free Standing Concessions - Open concession



* Canopy may include integrated signage and systems to be coordinated with DFW and Terminal F Phase 1 design team. Wiring and fastening systems to be concealed from view.

Evaluation Criteria

Criteria	Possible Points
Concept Brand, Fit, Sales Potential, Merchandise/Menu/Services, Innovation	40
Customer Experience/Operations Outstanding Customer Experience, Operational Plans, Design, Conformity to Tenant Design Manual, Layout, Flow, Staffing and Training	50
Rent Percent Rent Offer	10
TOTAL	100

Business Diversity and Development ACDBE

Tamela Lee

Vice President, Business Diversity and Development



Airport Concessions Enterprise Disadvantaged (ACDBE) Program Overview

Airport Concessions Disadvantaged Business Enterprise (ACDBE) Program

Objective: Ensure full and fair access to concession opportunities for all business and in particular for ACDBE business

Valuable consideration in the awarding of a Concession Agreement

ACDBE requirement is pass/fail and must be met for a proposal to be reviewed and considered by the selection committee

Responsive – Proposal compliant with requirements; further consideration by Selection Committee

Non-Responsive – Proposal fails to meet the requirements; no further consideration by the Selection Committee

Airport Concessions Enterprise Disadvantaged (ACDBE) Program

The ACDBE goal is a percentage of total revenue or purchases for goods and services for this solicitation

Option for typically meeting an ACDBE goal:

100% ACDBE owner-equity participation

Percentage Owner-Equity Participation by way of a sublease, management, operating, franchise or joint venture agreement or partnerships

Percentage of total purchases for all good and services awarded to ACDBE certified firms

Other legal arrangement

ACDBE goal is 20%

ACDBE Program

Concessions

Hotels

Car Rentals

Other Goods and Services

Key ACDBE Program Points

Certification



ACDBE certificates are due at time of bid/proposal submission

Relevant Market Area



No Local Geographic Preference

Pass/Fail



Proposals failing to meet the requirements receive no further consideration by the Selection Committee

Good Faith Efforts



Stringent documentation requirements due at time of bid/proposal submission

Contract-Specific Goals



A percentage of contract value; prime self-performance counts towards goal

ACDBE Certification



Certificates due at
time of
submission



Certificates must
state ACDBE



Commodity codes
must be relevant to
scope of work




Certification not required to do business with DFW.

HOWEVER, if claiming ACDBE credit, certification is required

State of TX HUB, SBE, WBE, DBE and out-of-state certificates are not acceptable

Commitment to ACDBE Participation Form

Identify commitment to meeting and/or exceeding the ACDBE Goal



**Airport Concessions Disadvantage Business Enterprise (ACDBE)
COMMITMENT FORM**

(This form is required as part of your proposal submission.)

The ACDBE goal for this concession package is ____%

NOTE: *The BDDD will only credit ACDBE participation that is certified by an approved certification entity at the time of proposal submission.*

The undersigned concessionaire/vendor has satisfied the requirements of the proposal specifications in the following manner (Please check (✓) only one box):

- 100% Self-Performance: The proposer, a certified ACDBE firm and sole concessionaire, is committed to meeting or exceeding the ACDBE goal through 100% self-performance. *(If checked, must submit required ACDBE certificate).*
- Percentage Participation: The proposer is committed to meeting or exceeding the ACDBE goal, with a minimum of ____% ACDBE participation on this concessions package. *(If checked, must submit required Exhibits F-2, F-4, Draft Partnership Agreement and ACDBE certificate(s)).*
- The proposer is unable to meet the ACDBE goal and is committed to a minimum of ____% ACDBE participation on this concessions package and submits documentation demonstrating good faith efforts. *(If checked, must submit required Exhibits F-2, F-3, F-4, Draft Partnership Agreement and ACDBE certificate(s)).*
- The proposer is unable to meet the ACDBE goal and submits documentation demonstrating good faith efforts. *(If checked, must submit required Exhibit F-3).*

Name of Proposing Entity: _____

Name of Authorized Representative or Designee: _____

Title: _____

Signature: _____

Sample Certificate

Does certification match
Program goal?

Do the commodity codes
cover your proposed scope
of work?



The certificate is titled "Airport Concessionaire Disadvantaged Business Enterprise Certification" and is issued by the North Central Texas Regional Certification Agency (NCTRCA) and the Texas Unified Certification Program (TUCP). The recipient is "Company ABC", a Disadvantaged Business Enterprise. The certificate states that the company has filed an affidavit and is certified to provide services in the following areas: "992000; News, Gift, Novelty, and Souvenir Stores, Airport Concessionaire;". The certification is valid beginning in August 2011 and expires in August 2012. The issued date is August 11, 2011. The certification number is 0123456789. The certificate is signed by the Certification Administrator, Shuan Meyer.

NCTRCA
North Central Texas Regional Certification Agency

**Airport Concessionaire
Disadvantaged Business
Enterprise Certification**

**Texas Unified
Certification Program**
TUCP

Company ABC
Disadvantaged Business Enterprise

has filed with the Agency an Affidavit as defined by 49 CFR Part 23 and 26 and is hereby certified to provide service(s) in the following areas:

992000;
News, Gift, Novelty, and Souvenir Stores, Airport Concessionaire;

This Certification is valid beginning August 2011 and superceded any registration or listing previously issued. This certification must be updated annually by submission of an Annual Update Affidavit. At any time there is a change in ownership or control of the firm, notification must be made immediately to the North Central Texas Regional Certification Agency.

Certificate expiration August 12
Issued date August 11

CERTIFICATION NO. 0123456789

Shuan Meyer
Certification Administrator

Good Faith Efforts (GFE)

Requirements



- Non-certified firms must meet the goal or demonstrate GFE to achieve goal
- GFE required *only* if the ACDBE goal is not met or only partially achieved
- GFE should not be considered a template, checklist or quantitative formula
- DFW will evaluate the GFE on quality, quantity, and intensity of the different kinds of efforts that the bidder/proposer made prior to proposal submission



All factors outlined and support documentation are required

Lack of support documentation will deem the Proposer non-responsive

Pro forma efforts are **not** considered good faith efforts

Approved Certifying Entities



NORTH CENTRAL TX REGIONAL CERTIFICATION AGENCY

624 Six Flags Drive, Suite 100
Arlington, TX 76011
(817) 640-0606 or www.nctrca.org
(Processing timeframe: 60 – 90)



U.S. Department of Transportation (Approved Unified Certification Program)

125 E. 11th Street
Austin, TX 78701
(800) 558-9368 or www.txdot.gov
(Processing timeframe: 60-90 days)

Common Submission Errors

DO

- Sign **all** required documents
- Submit required/correct ACDBE certificates for **all** identified ACDBE firms
- Respond to **all** RFP Evaluation Criteria questions
- Provide certificates for **all** identified ACDBEs

DO

NOT

- Submit **Out of State** certificates. Must receive interstate certification with NCTRCA
- Use GFE plan as a checklist and fail to submit support documentation

Identifying Prospective MBE Partners

- Pre-Bid/Pre-Proposal Sign In Sheet
- Minority Chambers
- Advocacy Organizations
- Certification Agencies

•DFW D/S/M/WBE Online Directory
•www.dfw.diversitysoftware.com

Federal Aviation
Administration DBE/ACDBE
Directory (dbE-Connect)

<https://faa/dbesystem.com/FrontEnd/VendorSearchPublic.asp?TN=faa&XID=4059>



DFW's Directory is not a 'certification database'.

It is a listing of certified firms that have expressed an interest in doing business with DFW or are currently doing business with DFW



Joint Venture Template Guidance

- Name of JV
- Ownership interests
- Term of JV
- Purpose (must be a single purpose)



- Initial
 - Proportionate to ownership interest
- Additional
 - Proportionate to ownership interest
 - Purpose
 - Conditions
 - Limits
- Source of Funds
 - Loans



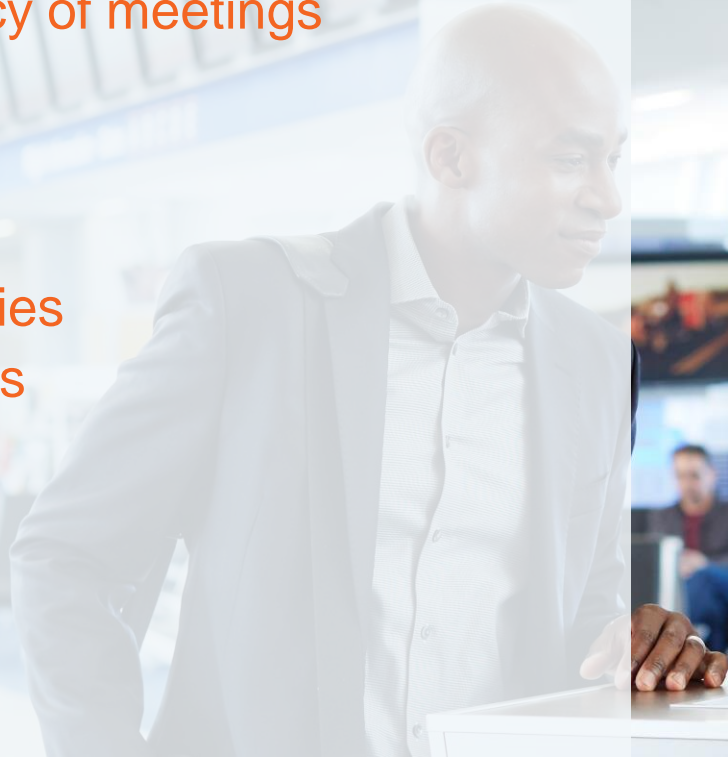
Accounting Procedures

- Method of Accounting
- Distributions
 - Timing
 - Method
 - Reserves
- Company Records
 - Access to financial records
 - Location



Overall Management

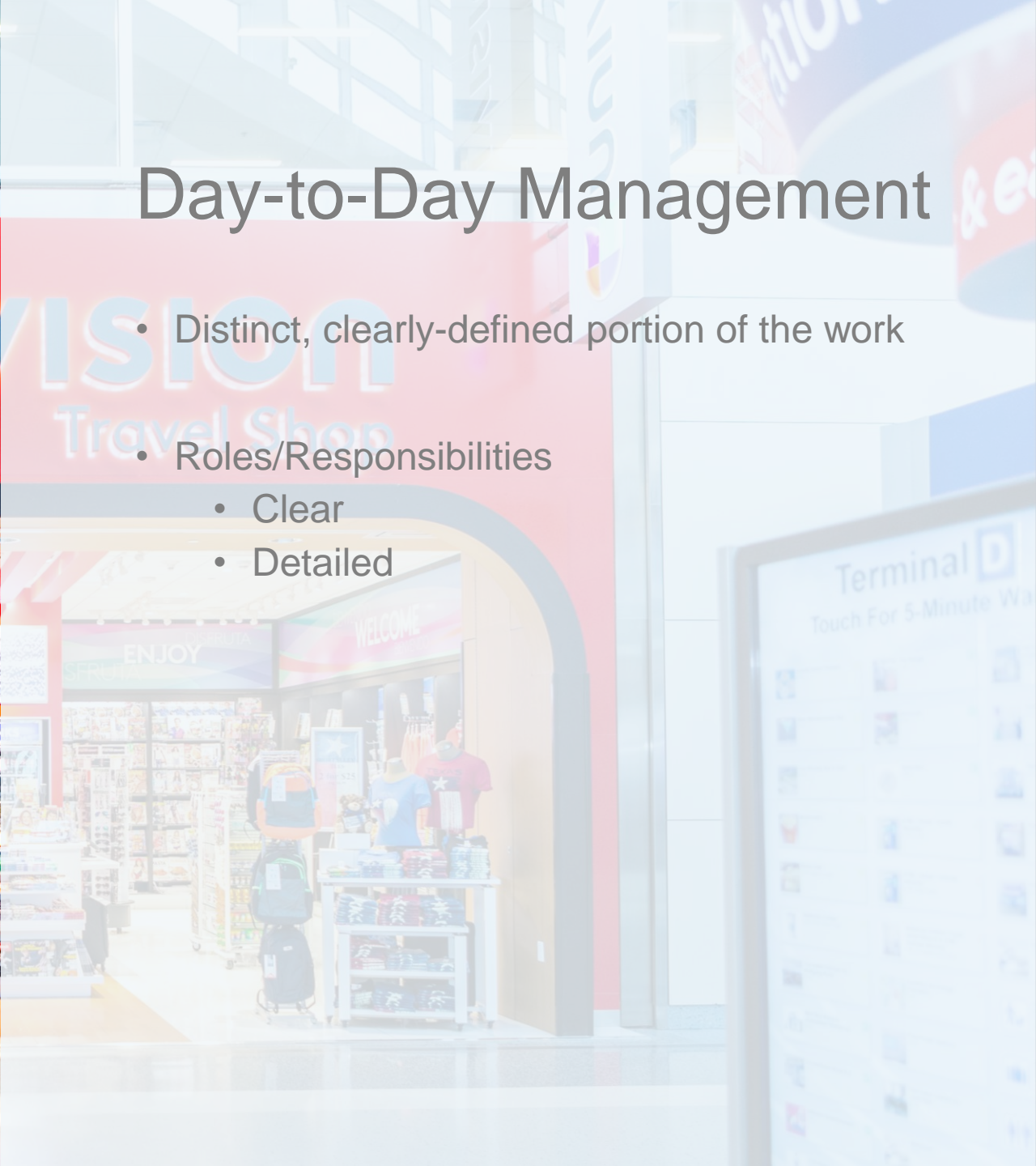
- Management or Governance Committee
 - Voting
 - Quorum
 - Unanimous Decisions
 - Timing/frequency of meetings
 - Documentation
- JV Manager
 - Powers and duties
 - Limits on powers





Day-to-Day Management

- Distinct, clearly-defined portion of the work
- Roles/Responsibilities
 - Clear
 - Detailed



Management Fees

- Reimbursement of costs
- Clearly defined tasks
- Method of charging
 - % of sales
 - \$ reimbursement
- Method of reconciliation
- Royalty/License Fees



- Loss of certification
- Limitations on ACDBE Change of Control



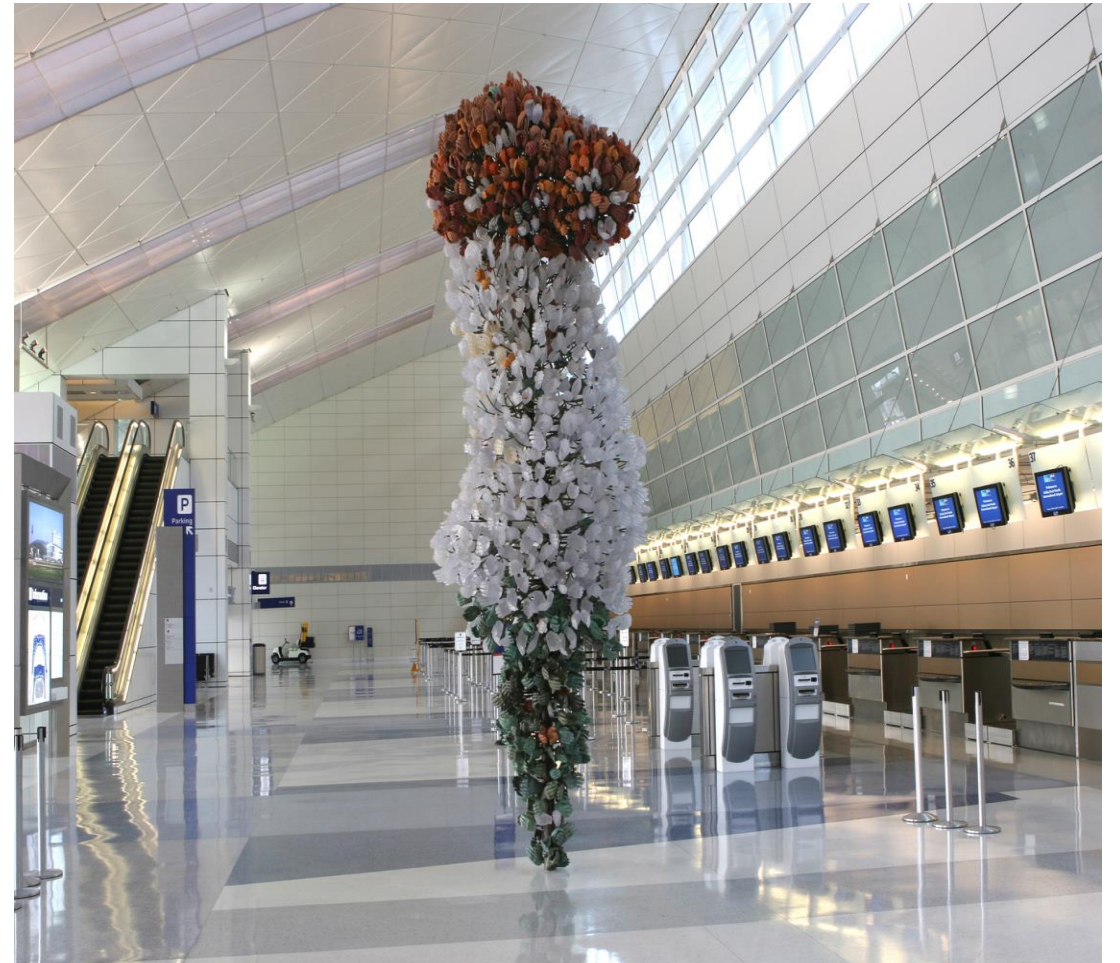
Non-Compete Clauses

- Not overly broad
- Should not limit ACDBE control of its other businesses or ability to work



Relax
Refresh
Recharge

- ACDBE interest, if transferred, may be required to go to another ACDBE
- Other than that, not more restrictive for ACDBE than for non-ACDBE





Dissolution

- Procedures for winding up and dissolving the business, including:
 - Provisions for disposing of assets
 - Final distributions

Contact Information

•General: bddd@dfwairport.com or 972-973-5500

Cathy Jackson

Business Diversity Manager

ACDBE

972-973-5500

cjackson@dfwairport.com

Amber Davis

Compliance Specialist

ACDBE Programs

972-973-6391

adavis@dfwairport.com

Thank You

Procurement: Lessons Learned

Sonji Brown-Killyon

Contracts Manager, Procurement



Lessons Learned

- ✓ Follow all preparation instructions
- ✓ Check to make sure all information provided is correct and complete
- ✓ Make sure all required documentation is submitted.
- ✓ Include the required deposit.
- ✓ Make sure you sign and date your proposal.
- ✓ Respond to what the RFP requests, please avoid placing limitations or conditions
- ✓ Don't just state what you will do; explain why it will work and why it is best in class for the Airport's traveling public.
- ✓ Submit the requested number of statement copies.
- ✓ Find out in advance exactly where the proposal must be delivered and make sure documents arrive well in advance of the due date/time.
 - Third-party delivery service delays and traffic conditions are not valid reasons; your proposal will not be accepted if it is late.



Things to Remember

- ✓ RFP Preparation – RFP Concept Number on Everything
 - ✓ Proposal cover, checks, boxes, forms, envelopes
- ✓ Contact Emails – Ensure they are correct.
- ✓ Deposit Check will be returned after Board approval of awardees.
- ✓ Please use the proposal submittal label provided in the RFP Package and affix it on the outside of the delivery package(s).
- ✓ Submit all RFP questions in writing by the question due date and time to:

Ms. Sonji Brown-Killyon
Senior Contract Administrator
sbkillyon@dfwairport.com
972-973-5648



Closing



Dates to Remember

RFP Release (F, Phase 1)	Monday, May 13, 2019
Pre-Proposal	Friday, May 17 at 2:00 pm CDT
Final Date for Questions	Friday, June 21 by 5:00 pm CDT
Proposal Due Date	Monday, July 8 by 2:00 pm CDT

Closing

Presentation will be available on the DFW Concessions website RFP page along with other resources.

For any and all questions:


Ms. Sonji Brown-Killyon


Contracts Manager

sbkillyon@dfwairport.com

972-973-5648

Current Solicitations

User Portal 

Concessions Home 

Terminal F, Phase 1 (Released May 13, 2019)

This is a Request for Proposals for a Concessions service provider for 4 locations in Terminal F, Phase 1.

	Attachment 1	Attachments and Exhibits	Resources	Addenda
Terminal F, Phase 1	Request for Proposal	Package Document (updated) Attachment 2: Sales Expectation Information Attachment 3: Sample Draft Lease Attachment 4: Concessions Guidelines (updated) Attachment 5: Joint Venture Template Project Exhibit A: Proposal Acknowledgment Form Exhibit B: Business Disclosure Form Exhibit C: Estimated Investment Exhibit D: Pro Forma Exhibit E: Summary of Financial Statements Exhibit F-1: ACDBE Commitment Form Exhibit F-2: ACDBE Intent to Perform Exhibit F-3: Good Faith Effort Exhibit F-4: Airport Concessions Disadvantaged Business Enterprise Exhibit F-5 M-WBE Commitment Form Exhibit G: Workforce Composition Exhibit H: Proposer Checklist		Addendum 1: 5/15/19 Updates Concessions Guidelines

dfwairport.com/concessions

Outreach and Pre Proposal Conference

Terminal A and Terminal F, Phase 1

May 17, 2019

