

Request for Proposals (RFP)
ADDENDUM NUMBER ONE (1)
DATE: April 14, 2025

PROJECT: Valet Parking Concession Agreement
Birmingham-Shuttleworth International Airport
Birmingham, Alabama

From: Birmingham Airport Authority (BAA)
5900 Messer Airport Highway
Birmingham, Alabama 35212

To: All Participants

General:

This addendum will form a part of the and modifies the original Request for Proposals (RFP) document. The following changes take precedence over items in the RFP. Any portion of the RFP not changed by this Addendum remains in effect. Recipients of the Addendum are advised to provide this Addendum to anyone to whom they further distribute without the BAA's knowledge.

Participants in this RFP are required to acknowledge receipt of this Addendum in their proposal. Failure to do so may subject Proposer for disqualification.

ADDITIONAL INFORMATION/CLARIFICATIONS/DESCRIBED BELOW:

Note to Proposers: Please be advised that effective July 1, 2025, parking rates in the public parking lots will adjust as noted below.

Parking Facility	Current Rate	New Rate (effective July 1, 2025)
Hourly Parking	\$24.00 per 24 Hour Period	\$26.00 per 24 Hour Period
Daily Parking	\$12.00 per 24 Hour Period	\$17.00 per 24 Hour Period
Economy Parking	\$10.00 per 24 Hour Period	\$10.00 per 24 Hour Period
Hourly Increment*	\$1 per hour or increment thereof	\$2 per hour or increment thereof
* Rate applies in all parking Lots		

1. Question: Can you share the last rate changes and time frame?
 Answer: The valet parking rate was changed effective October 4, 2021, to 19.95 per vehicle for an entire day and \$14.95 per vehicle for a partial day (up to four hours), plus \$1.00 for each additional hour up to the daily maximum rate of \$19.95. The rates for Daily, Hourly, and incremental parking have not been adjusted since 2008

2. Question: Are there any current proposals to change the current rates?
 Answer: Refer to Question 1. Additionally, proposers are permitted to propose the rate(s) for the valet service and proposed additional services in their proposal. In Section 3 of the RFP, Proposers are instructed to include a list of proposed services and fees to be charged including the proposed product(s), pricing strategy and concession fee. The current and future public parking rates have been provided as information and reference.

3. Question: Could you please provide proposal documents for the Valet Parking Concession Tender?
 Answer: All documents were sent with the RFP.

4. Question: I noticed there is an RFP conference in April, is this something that is remotely accessible or on site please?
 Answer: This is the zoom link:
<https://us06web.zoom.us/j/81134555574?pwd=gug9znt9562h6AjccMDB9IrnHTVgiz.1&from=addon>

5. Question: Will the successful party be publicly announced?
Answer: The party awarded the contract will be posted on the Airport Website.
6. Question: Is there a proprietary POS system onsite or should we plan to bring our own equipment?
Answer: Proposer will need to bring their own equipment
7. Question: For projections, you shared, you plan a rate change. Can you share when and how much?
Answer: Refer to Question 1 and 2

8. Question: Are 1st quarter 2025 numbers available?

Answer:

CY2025	Transactions	Sales
January	2,232	\$185,255
February	2,382	\$186,040
March	2,311	\$200,453
Q1 TOTAL	6,925	\$571,749

9. Question: I am a little confused with the ACDBE commitment. We do not plan to subcontract this account. It will be fully staffed by our employees given the liability nature of the operation. We may need to subcontract some other things on occasion for repairs, maintenance, etc but our team will not be. How does this impact the bid process?

Answer: Under 49 CFR Part 23, the ACDBE program applies to concessions at airports and requires concessionaires to either:

- Meet the ACDBE participation goal established for the contract by engaging certified ACDBE firms in a commercially useful role, or
- Demonstrate Good Faith Efforts (GFE) if the goal cannot be met due to operational or business limitations.

In your case, if you do not plan to subcontract any portion of the core operation due to liability or internal staffing protocols, but there is still potential to engage ACDBE firms for non-core services (such as maintenance, repairs, cleaning, supply contracts, etc.), we encourage you to explore those opportunities.

If, after evaluating available ACDBE firms, you determine that the participation goal cannot be fully met, you may still proceed by submitting documentation of Good Faith Efforts, showing that you made genuine, proactive attempts to identify and utilize ACDBE firms where feasible.