

**Port of Seattle
Seattle-Tacoma International Airport
Airport Dining & Retail Program
Request for Proposal - Lease Group 5
(Package FB-3)**

Addendum No. 2

(Issued August 8, 2019)

**PLEASE ACKNOWLEDGE RECEIPT AND REVIEW OF THIS ADDENDUM BY
COMPLETING AND INCLUDING THE ATTACHED LEASE GROUP 5 RFP
ADDENDUM NO. 2 CONFIRMATION IN YOUR PROPOSAL**

This addendum includes the following corrections and clarifications for all RFP packages within Lease Group 5:

Action I: SECTION I: INTRODUCTIONS

The following definitions are added to Section I.5:

Fast Casual Restaurant – A hybrid of QSR and casual dining, a Fast Casual Restaurant typically has not table service; orders are placed and paid for, and customers are then directed to an assembly area or a runner will take to a table. The ambiance is more upscale compared to a QSR.

Passenger Services - A business that focuses on providing a specific service such as massage, spa, luggage carts, etc. where the primary revenue is generated from said services.

Quick Service Restaurant (QSR) – also known as a Fast Food Restaurant, is a specific type of restaurant that services fast food cuisine and has minimal to no table service. The ambiance is essentially functional.

Specialty Retail – A business that focuses on a specific product category such as, jewelry, men's or women's clothing, fashion accessories, candy store, etc. For the Port's purpose at least 80% of sales are generated from this activity.

Action 2: SECTION 3: PROPOSAL SCHEDULE

The schedule provided is deleted in its entirety and replaced as follows (note changes in the affected dates are highlighted for reference):

ACTIVITY	TARGET DATE
Release of CEP	June 18, 2019
Pre-Proposal Meeting	July 9, 2019 & July 18, 2019
Last Day for Pre-Proposal Protest in accordance with Section 7.12.2.1	August 23, 2019
Written Questions Due	July 31, 2019
Response to Written Questions Posted	August 16, 2019
CEP Packages Due	September 25, 2019
Last Day to Withdrawal Proposal without Penalty	October 2, 2019
Interviews (if necessary)	October 2019
Award	Q1 2020
Last Day for Post-Proposal Protest in accordance with Section 7.12.2.2	4 business days after the date the notice of Award
Lease Execution	60 Days after Award Notification

The Port reserves the right to change any of these dates, as it deems necessary in the Port's best interest.

Action 3: SECTION 7 INSTRUCTIONS TO PROPOSERS

Section 7.1.9 is deleted in its entirety and replaced as follows:

- 7.1.9. **Responses shall be submitted to the Port of Seattle one (1) pdf electronic copy on a thumb drive or other device, prepared with complete answers, signed by an authorized representative, and a completed and executed Exhibit 6** enclosed in a sealed envelope properly addressed, and must be either (a) delivered by hand, (b) mailed by certified or registered mail and acknowledged by receipt, or (c) by overnight courier and received by the Port no later than **3:00 PM, Pacific Time, September 25, 2019** at the following address:

Port of Seattle
Seattle-Tacoma International Airport
Aviation Office Building
Room A6012M
17801 Pacific Highway South
Seattle, WA 98158
Attention: Dawn Hunter

Action 4: SECTION 7 INSTRUCTIONS TO PROPOSERS

Section 7.11 is deleted in its entirety and replaced as follows:

7.11 WITHDRAWAL OF PROPOSALS:

Submitted Proposals may be withdrawn prior to the deadline for submission of Proposals. Should a Proposer discover an error in their submission, following the submission deadline of September 18, 2019, may request for their Proposal not be score and returned with written notification no later than **October 2, 2019 at 4:00 pm Pacific**. The Port will not make any modifications on the Proposer's behalf.

After **October 2, 2019**, Proposers may not withdraw its proposal except on the forfeiture of its proposal guarantee to the Port as liquidated damages.

Action 25 SECTION 7 INSTRUCTIONS TO PROPOSERS

Section 7.12.1.1 is deleted in its entirety and replaced as follows:

7.12.2.1 Pre-proposal Protests (Protests based on the form or content of the CEP documents):

Any Protest based on the form or content of the solicitation documents included with the CEP or any addendum (including, but not limited to, any terms, requirements and/or restrictions therein) must be filed with the Port as soon as practicable at: Port of Seattle, Seattle-Tacoma International Airport, Aviation Office Building, 17801 Pacific Highway South, Seattle, Washington 98158, Attention: Dawn Hunter. This is the point where prospective Proposers must raise any concerns relating to the criteria for award published by the Port. Protests challenging the criteria shall not be considered post-award. The transmittal envelope must clearly identify the CEP number on its face and be labeled as a "Protest." ***No protest based on the form or content of the solicitation documents will be considered if received by the Port after 5:00 pm Pacific time on August 23, 2019.***

END OF ADDENDUM NO. 2

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**Addendum No. 2
CONFIRMATION**

Respondent must complete this RFP Addendum No. 2 confirmation and attach it to the Submittal.

Lease Group 5 Request for Proposal Addendum No. 2 has been received and reviewed by:

Respondent _____

Name _____

Title _____

Signature _____

Date _____