



# ***Request for Proposals***

Preferred Ground Transportation Provider

CONCORD REGIONAL AIRPORT (KJQF)  
CONCORD, NORTH CAROLINA

## **ADDENDUM #1**

ACKNOWLEDGEMENT \_\_\_\_\_

{Signature}

The following modifications to the above referenced RFP have been made to allow the City additional time needed in selecting a company or companies as Preferred Ground Transportation Providers at Concord Regional Airport.

- **The following paragraph is added as the third paragraph to the Selection of Proposals Section:**

“The Evaluation Committee may determine additional information is needed to make a final selection and award. In the event that determination is made, the committee shall select no more than five companies as finalists based on the evaluation and rankings of proposals received by the Due Date. Companies that are selected as finalists will be requested to provide additional information included as Exhibit D within an additional time period. Companies that do not respond will be eliminated from further consideration.

- **The following replaces the existing dates shown in the Timeline Section:**

Anticipated Time Table would therefore be:

<i>RFP Proposal Time period</i>	<i>October 17<sup>th</sup> -- October 31<sup>st</sup></i>
<i>RFP Initial Review period</i>	<i>November 3<sup>rd</sup> – December 5<sup>th</sup></i>
<i>Selection of Finalists</i>	<i>December 8<sup>th</sup> – December 12<sup>th</sup></i>
<i>Finalist Response Deadline</i>	<i>December 31<sup>th</sup></i>
<i>Provider Selection Notification</i>	<i>January 16<sup>th</sup></i>
<i>City Council Approval</i>	<i>February 10<sup>th</sup> – February 12<sup>th</sup> 2015</i>
<i>Contract Negotiation/ Execution Process</i>	<i>February 13<sup>th</sup> – February 28<sup>th</sup> 2015</i>
<i>Contract Effective Date</i>	<i>March 1<sup>st</sup> 2015 – February 29, 2016</i>

- **The following information is added as Exhibit D and is only to be answered by companies selected as RFP finalists. The questions must be answered and returned to the City of Concord Aviation Department by 5:00 PM on the deadline indicated for the company to remain in consideration as a preferred Ground transportation Provider at Concord Regional Airport:**

*ADDITIONAL QUESTIONS FOR PREFERRED GROUND TRANSPORTATION PROVIDER FINALISTS*

(1) Please go through the following scenario and provide description on how your company would meet these requests, what the charges would be for the customers and what if any revenues the City would receive.

a -- A business Jet arrives at 8:00 AM Monday and requests limo for 5 people to Center City Charlotte.

b – A customer (1 passenger) arrives at 7 PM on Thursday and request transportation to the Charlotte Airport for 9:30 PM flight.

c – Group of 12 people arrive at the airport on Saturday at 3 PM for an race event at Charlotte Motor Speedway. They plan on staying until event is over, around 11 PM, and then need ride back to airport.

d – An aircraft arrives on a Sunday at 2 PM with college student and parents and numerous pieces of luggage, requesting transportation to Davidson College to drop off student who will be starting classes there.

(2) Limousine Only - Assume for the first year of service at Concord Regional your company gets three requests for service per week out of the airport (assume one trip to Uptown, two to CLT Airport). Provide a business financial plan overview broken down monthly for your operations at Concord Regional Airport. Please show estimated revenues, expenses, airport charges, fees, or commissions to the airport for the year. Also describe how payments or commissions, if applicable, will be made to City.

(3) Company selected as a preferred provider will need to develop, promote, and market its business at the airport. Please describe how your company intends to grow its business at Concord Regional Airport and what company would need from City to implement its plan.

(4) What is the amount of business on a weekly or monthly basis to make the service plan sustainable at Concord Regional Airport.

(5) How many vehicles does you company plan to get permits for?

(6) How many drivers would take the Airport Driver training?

(7) Have all your drivers completed 10 year employment, criminal, and driver background checks?

(8) Why should your company be selected? What sets your company apart? How does being selected as a preferred provider make a win-win relationship for both the City and your company?



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### **LIST OF FINALISTS**

The following companies have been named as finalists as part of the selection process for awarding Preferred Ground Transportation Provider at Concord Regional Airport:

#### ***Limousine Companies:***

Bush Custom Transportation Services  
Certified Limo Service  
Rose Chauffeured Transportation  
Silver Fox Limos

#### ***Taxi Companies:***

Yellow Cab of Lake Norman