



Concessions Satellite Concourse RFP Industry Day

April 1, 2022



Agenda

- Welcome Jessica Burton
- RFP Process Overview Jessica Burton
- Satellite Concourse Rick Jones
- Business & Diversity Requirements Tanja Turner Bell
- Concessions RFP Opportunity Michael Morford
- Closing Remarks / Q&A Jessica Burton

Concessions Satellite Concourse

Procurement Overview

Jessica Burton

- Business Opportunities - MNAA Website and Other Media
- Aerobidz
- Solicitation Review
- Vendor Registration

Procurement

MNAA Website and Other Media

MNAA Website: www.flynashville.com

- DO BUSINESS WITH US | Airport Authority Tab | Business Opportunities

Newspaper & Other Media Advertisements:

- The Tennessean
- Tennessee Tribune
- Airport Experience News
- Airport Minority Advisory Council (AMAC)
- Airports Council International (ACI)
- American Association of Airport Executives (AAAE)

Aerobidz

When You Receive Your Notification of Account Creation From Aerobidz,

- Log into your account and update your company profile.
- Contact their customer service number provided in their email and obtain a confidential PIN number for your company. You will not be able to upload your submission without it.

Prior To Submission of Proposal/Bid,

- Verify that you can access your account prior to the deadline for submissions.
- Verify that your password is working and there are no technical issues.
- If you are having technical issues or need assistance with uploading your submission, contact Aerobidz directly.

Aerobidz Contact Information

- Phone: 1-800-964-6379 Business hours are Monday to Friday (excluding Public Holidays) from 7:00am to 8:00pm EST.
- Email: Supplier Aerobidz Support support@aerobidz.aero.

Important Steps to Remember

- You can submit your proposal/bid early.
- Don't wait until the time of the submission deadline - should you have any issues.
- Aerobidz requires the usage of a PIN number. You will not be able to upload your submission without it.
- Once the solicitation closes, you will not be permitted to upload your submission.
- Please ensure you have an active Aerobidz account and that you can access your account [prior to the deadline](#) for submissions.

Solicitation Tentative Schedule

MNAA has adopted the following tentative schedule for the submission of the proposals, the award of the contract, and the final execution of the completed Agreement:

- Release RFP Tuesday, May 3, 2022
- Pre-proposal Meeting Wednesday, May 11, 2022 - Time TBD
- Questions Deadline Tuesday, May 24, 2022 2:00 p.m. (central)
- Addenda Issued (If Necessary) Friday, June 3, 2022
- Proposals Due Friday, June 24, 2022 2:00 p.m. (central)
- Shortlist Interviews If Applicable Thursday, July 21, 2022 - Time TBD
- Notice of Intent to Award
- Board Review of Recommendation to Award Monday, August 8, 2022
- Finalize and Execute Agreement September, 2022

Solicitation Review

Provide a point of contact for your submission.

- Be specific in your proposal as to who at your company should be contacted with any questions or clarifications on this solicitation. Provide phone and email contact information.

Follow the RFP format.

- Address proposal responses in the order of the RFP.
- Provide a response to all mandatory requirements.
- All pages should be 8.5" x 11" in size; number all pages of your proposal.
- PDF's must be a searchable document.

Exercise your opportunity to submit written questions to clarify your understanding of the solicitation.

- You do not have to wait until the deadline to submit your questions.
- Answers to all questions will be provided in writing by Addendum.

Communication & Contact

During an active solicitation you may **ONLY** contact:

- Procurement
 - For all questions, email: purchasing@flynashville.com or fax: (615) 275-2349.
- Exception:
 - Questions related to Business Diversity:
Contact the Office of Business Diversity – BDD-Team@flynashville.com

Do NOT contact: MNAA Departments not listed above including Board Members and MNAA Consultants

*****Inappropriate communication during a solicitation may result in DISQUALIFICATION*****

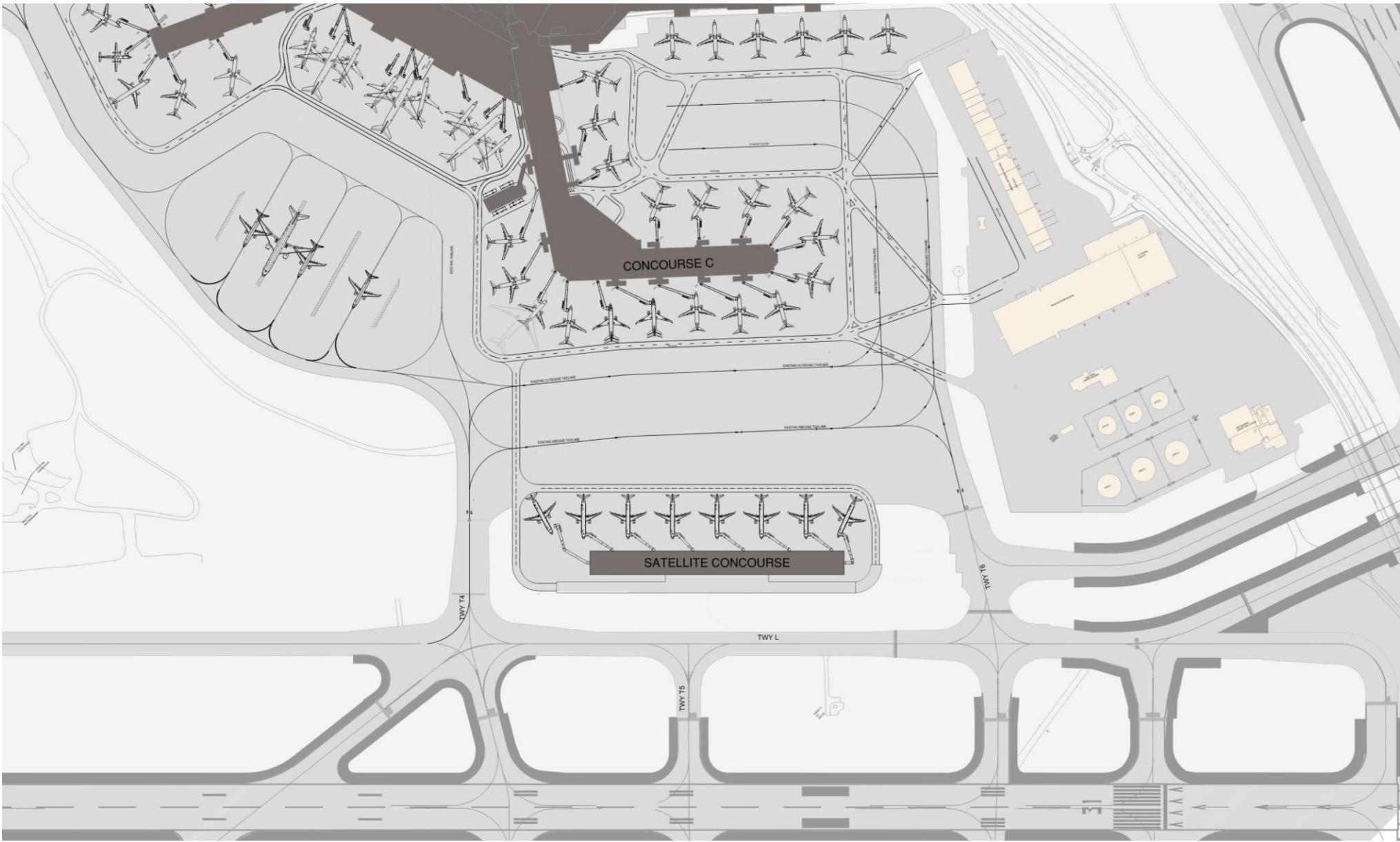
How Do I Become A Registered Vendor with MNAA?

Vendor Application form located at: www.flynashville.com | Airport Authority Tab | Business Opportunities

BNA Nashville International Airport		Metropolitan Nashville Airport Authority Vendor Application			
Company Name <i>(complete legal name)</i>		*Click on BDD for Business Diversity Development Information		BDD Are you currently designated or certified* as:	
Name Doing Business As		Type of Organization:		Disadvantaged Business Enterprise (DBE)	
Federal Identification / Tax ID Number:		Corporation		Small, Minority or Woman-Owned Business Enterprise (SMWBE)	
Remit To Address		LLC		Sole Proprietorship	
		Partnership			
		Sole Proprietorship			
		*Click on NAICS for a directory of NAICS Codes. At least one six digit NAICS code is required to process your application.		NAICS	
City		NAICS Code 1		NAICS Code 6	
County		NAICS Code 2		NAICS Code 7	
State		NAICS Code 3		NAICS Code 8	
Zip		NAICS Code 4		NAICS Code 9	
Phone		NAICS Code 5		NAICS Code 10	
Fax		Country			
Remit to Name		Attached is a list of Goods and Services. Please check all boxes that apply to your company and match NAICS codes.			
Business Address <i>(if different than Remit To address)</i>					
City		Business Email			
State		Phone			
Zip		Country			
		Fax			
Additional Contact Information					
		Accounts Receivable		Sales	
		Service		After Hours	
Name					
Email					
Phone					
Fax					
Physical Address <i>(if different than above)</i>					
City					
State					
Zip					
Order Information - Informational Only		Additional Information			
Purchase Order Accepted		To process your Vendor Application you "must complete and return by fax or email the W-9 form".			
Credit Card Order Accepted		Fax: 615-275-2349 Email: contractorvendorapp@nashintl.com			
Contact Information					
Primary MNAA Contact Name(s):					
Submitted By:		Title:		Date:	
Submit by Email		Print Form		FAX: 615-275-2349 PHONE: 615-275-2300	

Satellite Concourse

Rick Jones



Overall Site Diagram



Concourse C Entrance



Shuttle Station Perspective Rendering



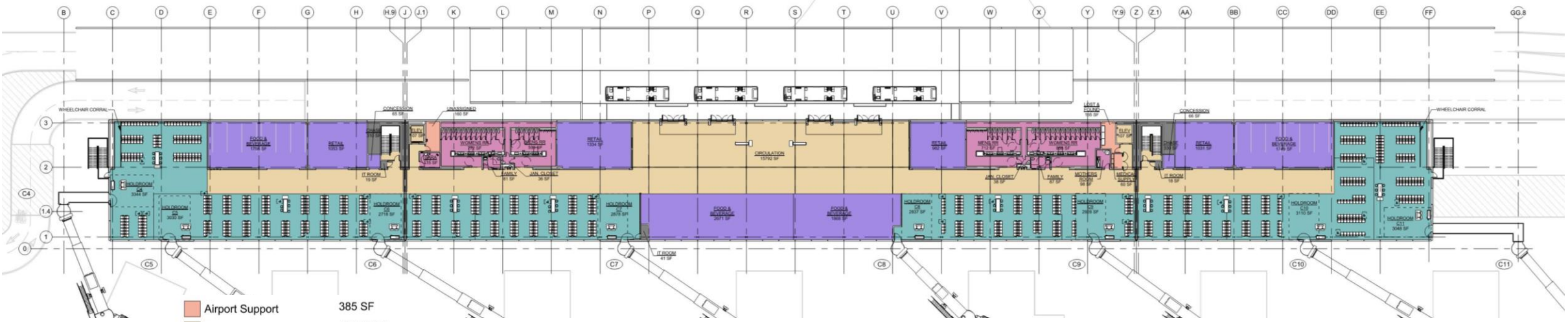
Shuttle Station Perspective Rendering



Shuttle Station Perspective Rendering

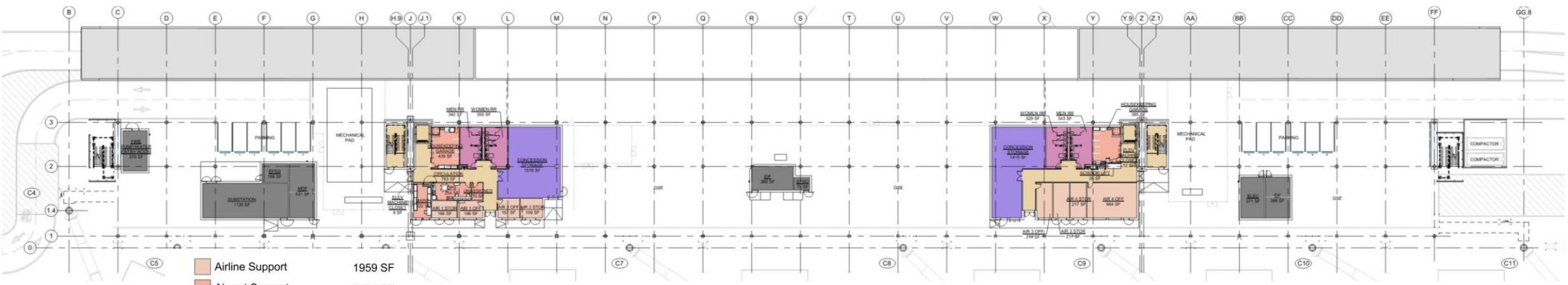


Satellite Concourse Perspective Rendering



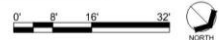
■ Airport Support	385 SF	■ Mechanical/Electrical	718 SF
■ Circulation	16143 SF	■ Restrooms	4039 SF
■ Concession	12578 SF		
■ Domestic Holdroom	23892 SF		
			57755 SF

2 FLOOR PLAN - DEPARTURES - OVERALL
1" = 30'-0"



■ Airline Support	1959 SF	■ Mechanical/Electrical	3453 SF
■ Airport Support	1405 SF	■ Restrooms	1363 SF
■ Circulation	2508 SF		
■ Concession	2933 SF		
			13623 SF

1 FLOOR PLAN - RAMP - OVERALL
1" = 30'-0"





Satellite Concourse Perspective Rendering

ACDBE Participation

Tanja Turner Bell

The ACDBE Goal for BNA Satellite Concourse is 10.23%

- What is an ACDBE? An Airport Concession Disadvantaged Business Enterprise:

An ACDBE is a for-profit business located at an airport. The ACDBE is engaged in the sale of goods or services to the traveling public, management contracts, goods and service suppliers. The Business is at least 51% owned by one or more individuals that are socially and economically disadvantaged and manages the daily operations of the business.

A concession may be operated under various types of agreements, including but not limited to the following: Leases, Subleases, Permits, Contracts, Subcontracts, Joint Venture Agreements. A JV is an association of an ACDBE firm and one or more other firms to carry out a single, for-profit business enterprise. The ACDBE is responsible for a distinct, clearly defined portion of the work.

Certification Requirements:

To become a certified as an ACDBE, the owner(s) personal net worth must not exceed \$1.32 million, and the firm's gross receipts must not exceed \$56.42 million over a 3-year average. (Banks, Car Rental Companies, Pay Phones and Automobile Dealers have size standards that differ from the standard \$56.42 million).

To learn more about the program and certification, reach out to the Business Diversity Development Department at: BDD-Team@flynashville.com

Concessions RFP Opportunity

Michael Morford

Mission Statement:

To provide a world-class airport concessions program that aligns with BNA Vision, exemplifies Nashville, exceeds passenger expectations, drives revenue, delivers operational excellence and supports a balanced diversity of small, local, minority and large business enterprises.

Satellite RFP Strategic Objectives:

- Select and award a Master Concessionaire with the experience, standards and resources to design, build and operate an inviting and first-class program
- Achieve a concessions offering that aligns with satellite passenger demographics, consumer preferences and demonstrates a mix of local flavor and national brands
- Meet or exceed ACDBE goals
- Develop a program that embraces industry trends and innovation
- Maximize revenue

BNA Satellite Concessions RFP Opportunity

- 10-year term
- Master Concessionaire opportunity
- 8 gates (2.35M annual estimated enplanements)
- 12,466 SF in-line Concessions Space
- 8 concessions locations
- 5 Food & Beverage (8,755 SF)
- 3 Convenience/Retail (3,711 SF)

Satellite Concessions RFP Opportunity

Closing Remarks / Q&A

Jessica Burton



Thank you.
