

SANFORD AIRPORT AUTHORITY



REQUEST FOR PROPOSAL (RFP) FOR PROPERTY LEASING AND MANAGEMENT SERVICES

RESPONSE TO REQUEST FOR INFORMATION (RFI) – No. 2

Date: October 30, 2016

DIANE CREWS, PRESIDENT/CEO
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This Response to RFI is issued as a part of the proposal documents for the above-described project. The information/clarification included in this Response shall be considered as a part of the documents and shall supercede, amend, add to or subtract from those conditions shown in the original documents. All proposers should acknowledge receipt of this Response to RFI in their submission.

QUESTIONS:

1. What tasks are currently performed by SAA Maintenance Department related to maintenance and repair of the non-aviation assets?
 - a. The SAA has a full-time maintenance department comprised of building and grounds divisions. This department includes a master electrician, certified HVAC mechanic, and other personnel with skills in carpentry, roofing, plumbing and general maintenance. Tasks routinely performed are: electrical repair/replacement; HVAC repair, installation and maintenance including filter replacement; plumbing repairs; painting; roofing repairs; and other general maintenance tasks as needed. SAA Grounds division provides basic lawncare for most of the properties; tenants must install/maintain any additional landscaping if desired, i.e. hedges, flower beds, etc. For properties that have been constructed by tenants on airport-owned land, lawncare is the complete responsibility of the tenant.
2. What tasks are currently performed by third party service providers (vendors) related to maintenance and repair of the non-aviation assets?
 - a. Fire sprinkler installation and repair.

- b. Fire alarm systems maintenance and repair.
 - c. Fire alarm monitoring.
 - d. Fire extinguisher inspection/certification.
3. Will property manager's accountability include evaluation of completed tasks performed by SAA Maintenance Department related to maintenance and repair of the non-aviation assets?
 - a. No, the SAA Maintenance Department has supervisory personnel for accountability; however, we would expect to be provided with feedback if issues arose.
 4. What is the frequency of site visitation with airport management that will be required of the property manager (monthly, as needed, etc.)?
 - a. Monthly meetings are envisioned, and more frequent, scheduled meetings as needed.
 5. Reporting section of RFP does not speak to minimum requirements for financial reporting from property manager to SAA. With what frequency shall financial reports be produced and within what timeframe following the reporting period shall financial reports be delivered to SAA?
 - a. The "ACCOUNTING CONTROLS AND REPORTING" section of the RFP addresses financial reporting.
 6. Current Exhibit A spreadsheet listing tenants does not include renewal options or rent escalations in existing leases.
 - a. That is correct. The spreadsheet was not intended to be comprehensive, but to provide you with a broad overview of existing leases.
 7. Current Exhibit A spreadsheet does indicate which tenants currently have high speed broadband internet supplied by airport.
 - a. See answer for No.6.
 8. Is there any information or requirements regarding the rail spurs to share or for prospective service providers to factor into the proposal?
 - a. The possibility of additional rail spur service is limited to several undeveloped parcels. This is not included in the scope for this RFP. Existing rail spurs have been negotiated via sidetrack agreements between CSX and the following tenants: Toro Ag, Hardy Management (84 Lumber) and American Builders Supply.

END OF RESPONSE TO RFI – No. 2

By: Diane Crews
President/CEO