

**Port of Seattle  
Seattle-Tacoma International Airport  
Airport Dining & Retail Program  
Competitive Evaluation Process - Lease Group 4  
(Packages F-1, F-2, F-3, F-4, F-5, F-6, R-1, R-2, R-3 and R-4)**

**Addendum No. 1**

**(Issued August 4, 2017)**

**PLEASE ACKNOWLEDGE RECEIPT AND REVIEW OF THIS ADDENDUM BY  
COMPLETING AND INCLUDING THE ATTACHED LEASE GROUP 4 CEP  
ADDENDUM NO. 1 CONFIRMATION IN YOUR PROPOSAL**

**(LOCATED ON PAGE 4)**

This addendum includes the following corrections and clarifications for all CEP packages within Lease Group 4:

**Action 1: SECTION 2 DEFINITIONS**

The following definition for Pacific Northwest Sense of Place Concept:

***Pacific Northwest Sense of Place Concept*** – *An authentic, well-recognized brand that originated in the Pacific Northwest Region; OR*

*A new concept that through its name, product/service offerings and/or use of local products conveys a strong sense of the Pacific Northwest Region.*

Has been amended to:

**Pacific Northwest Sense of Place Concept** – An authentic, well-recognized brand that originated in the Pacific Northwest Region; OR

A new or existing concept that through its name, products, and/or service offerings and/or use of local products conveys a strong sense of the Pacific Northwest Region.

**Action 2: SECTION 6 SUMMARY OF BUSINESS TERMS**

Section 6.3 Award Limitations is deleted in its entirety and replaced as follows:

### 6.3 Award Limitations

The Port has set the following limitations on the number of packages that any one Proposer can be awarded during the Lease Group 4 solicitation process as follows:

- Proposers may only win one food service RFP package **OR** up to two CEP food service packages
- Proposers may only win one retail RFP package **OR** up to two CEP retail packages

Any Proposer submitting on two or more packages must indicate in their Cover Letters their order of package preferences should the Proposer be named the Selected Proposer on multiple packages that they submitted on.

In the event the Proposer submits the only qualified Proposal for a specific package, the Port in its sole discretion, may award to the Proposer this package in addition to other packages on which the Proposer is the Selected Proposer based on the limitations set above.

### **Action 3: SECTION 16 EVALUATION PROCESS**

The Job Quality, Workforce Training, and Employment Continuity scoring explanation is deleted in its entirety and replaced as follows:

### **Job Quality, Workforce Training, and Employment Continuity: 20 points**

*Important note about Job Quality, Workforce Training, and Employment Continuity scoring:*

- Fifteen (15) of the twenty (20) points for this category will be awarded based on wages, healthcare benefits, and retirement benefits.
  - The proposer with the highest combined total of the following items will receive the full 15 (fifteen) points:
    - Average starting wage for all non-managerial employees as noted in Revised Exhibit 11, Table 11.2 less the current Proposition 1 minimum wage of \$15.34 per hour.
    - Average amount per hour that proposer will contribute to the healthcare benefits per non-managerial employee times the percentage of non-managerial employees that will receive these benefits in the first year of operation as noted in Revised Exhibit 11, Table 11.4.
    - Average amount per hour that proposer will contribute to the retirement benefits per non-managerial employee times the

percentage of non-managerial employees that will receive the benefits in the first year of operation as noted in Revised Exhibit 11, Table 11.5.

- All other proposers will receive a portion of the 15 points based on the computed ratio of their combined total of the above items divided by the highest combined total of the above items.
- Five (5) of the twenty (20) points will be awarded for the other benefits as noted in Revised Exhibit 11 Tables 11.3, 11.6, and 11.8.

**Action 4:** Exhibit 11 – Section 14 Job Quality, Workforce Training, and Employment Continuity Form.

Exhibit 11 – Section 14 Job Quality, Workforce Training, and Employment Continuity Form is hereby deleted in its entirety and replaced with:

The Revised Exhibit 11 attached to this Addendum. Proposers must use the Revised Exhibit 11, which is in a fillable pdf format.

For reference purposes only, attached to this Addendum is a Sample Revised Exhibit 11 form that has been completed with hypothetical data to help Proposers better understand how to complete this form.

Should Proposers have any questions concerning anything detailed in this Addendum, please follow the procedures listed in Section 4.1 “Questions” in the CEP document.

**END OF ADDENDUM NO. 1**

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**Addendum No. 1  
CONFIRMATION**

Respondent must complete this CEP Addendum No. 1 confirmation and attach it to the Submittal.

Lease Group 4 Competitive Evaluation Process Addendum No. 1 has been received and reviewed by:

Respondent \_\_\_\_\_

Name \_\_\_\_\_

Title \_\_\_\_\_

Signature \_\_\_\_\_

Date \_\_\_\_\_