



**Request for Bids
Airport Car Rental Concessions
Proposal No. P16-005**

**Purchasing Department
73 Harlow Street
Bangor, Maine 04401
207-992-4282**

Issue Date: August 17, 2015

Addendum No. 5

A request for clarification of the City's response to Questions 23, 29 and 30 of Addendum #4 has been submitted by prospective Respondents for the City's RFP: Airport Car Rental Concessions. The City's responses for clarification follow in *Italics*. Please refer to Addendum #4 for original answers.

Addendum No. 4: Question #23-

RFP: Page 8, Sec. VIII, Financial Reports: If you do not eliminate this requirement, our financials do not have footnotes. Please accept a letter from Proposer's Chief Financial Officer, certifying the financials and that they are prepared per GAAP.

If the proposal is for a group that does not have stand-alone GAAP financial statements including footnotes, please provide the GAAP financial statements, including footnotes for the parent company as a whole, as well as group financial statements with a letter certifying that the group financials are correct and in accordance with GAAP.

Addendum No. 4: Question #29 & #30-

RFP: Pages 13-14, Sec. VIII, Selection Criteria/Evaluation Factors: The factors listed are highly subjective. We request that you use the other factors only to determine if a Proposer is qualified, and use a Proposer's MAG proposed be the sole ranking factor.

If you do not use MAG solely to determine the ranking of Proposers, we request you give us the evaluation percentage for each evaluation item listed.

The City understands that the evaluation factors are highly subjective. When evaluating a service, it is difficult to establish non subjective parameters on which to award contracts. The methodology being employed is the same as was utilized when the contracts were awarded in 2008. The City will not assign specific weights to the financial evaluation factors of MAG and vehicle registrations. If we were to use that strategy, a company could respond that provides a

poor service/product but submitted the highest MAG and it would be difficult to not award a contract in that case. Our goal is to award contracts to agencies that will enhance the overall experience of the BGR customer, while providing the best financial results for BGR and the agencies.

As to how the City will establish the value of the excise tax, the City is familiar with the fleets of the current proposers. In the RFP, agencies are encouraged to submit additional information they feel is of value to their proposal. If a proposer feels their fleet adds value to their response, information or commitments to that effect should be included as part of the response.

All other terms, conditions and specifications of this request remain the same.

Please acknowledge this addendum by signing the acknowledgement below and returning this form with your bid.

If you have already submitted a bid and would like to make a change reflecting this addendum, you may request in writing your bid be returned to you.

The following Addendum(s) is/are hereby acknowledged:

Addendum No. 5 – Issued August 17, 2015

Business Name

Name (print or type)