

Notice of Intent to Select and Award

Hillsborough County Aviation Authority

Concessions Consulting Services

The technical evaluation committee has completed its review of the responses to the above referenced solicitation. A copy of the scoring matrix is provided below.

The Chief Executive Officer will present the ranking of qualified responses and a recommendation for award to the top ranked firm to the Hillsborough County Aviation Authority's Board at its meeting scheduled for the date and time below:

Date: April 6, 2023
Time: 9:00 a.m.
Location: Authority's Board Room – SkyCenter
5411 SkyCenter Dr.
Tampa, FL 33607

The Board may request a three minute verbal presentation from the top ranked firms at this meeting. PowerPoint® presentations are not permitted.

Contact the Procurement Agent for additional information:

Name: Sabrina Kimball
Phone: (813) 313-9293
Email: SKimball@TampaAirport.com



Procurement

Matt Bauer, MBA, CPPO, CPPB, CPSM, NIGP-CPP, Vice President of Procurement
5008 North Westshore Blvd, Tampa, FL 33614

EVALUATION TABULATION

Concessions Consulting Services

RESPONSE DEADLINE: February 17, 2023 at 2:00 pm

Report Generated: Friday, March 10, 2023

CONSENSUS SCORECARD SUMMARY

Vendor	Respondent's Overall Experience and Background Points Based 20 Points (20%)	Key Personnel Overall Experience and Background Points Based 20 Points (20%)	Approach, Capacity, and Understanding of Requirements Points Based 30 Points (30%)	Interviews Points Based 15 Points (15%)	Fees Points Based 15 Points (15%)	Total Score (Max Score 100)
Paslay Management Group LP, dba Paslay Group	20	17	30	15	10.2	92.2
ICF SH&E, Inc.	18	20	26	11	15	90

Note: Attached are the Technical Evaluation Criteria as stated in the RFP. The strengths and weaknesses established by the Technical Evaluation Committee are available upon request.

Respondent's Overall Experience and Background | Points Based | 20 Points (20%)

The evaluation of the Respondent includes, at a minimum:

- A. Overall experience and background in providing Services, including the number of years;
- B. Organizational structure including, but not limited to, title, duties, and responsibilities;
- C. Comprehensive organizational description which describes professional history and working knowledge of similar Services;
- D. Experience in advising and assisting with industry outreach;
- E. Respondent's approach to advising and assisting with ACDBE compliance;
- F. Proposed subcontractors for the provision of Services; and
- G. Proposed Joint Ventures (JVs).

Additional consideration will be given for:

- A. Feedback obtained from client references.

Key Personnel Overall Experience and Background | Points Based | 20 Points (20%)

The evaluation of the Respondent includes, at a minimum:

- A. Overall experience and background of proposed key personnel, to include the Lead Consultant, in providing Services;
- B. Professional histories, examples of previous work for Lead Consultant and other proposed key personnel that demonstrate the successful provision of similar Services;
- C. Key personnel's skill set and responsibilities; and
- D. Collaboration on history of proposed key personnel.

Additional consideration will be given for:

- A. Feedback from client references; and
- B. Medium and large hub airport experience.

Approach, Capacity, and Understanding of Requirements | Points Based | 30 Points (30%)

The evaluation of the Respondent includes, at a minimum:

- A. Methodology and approach to providing Services;
- B. Availability and capacity of the Lead Consultant and key personnel to provide Services, including internal and external staffing resources;
- C. Demonstrated understanding of the Authority's requirements;
- D. Lead Consultant's primary considerations; methodologies, and strategies in overseeing Services;
- E. Sample work products related to Services, including, but not limited to, analyzing existing concessions program, conducting market research, development of a strategic plan, and financial modeling;
- F. Approach to industry outreach and ACDBE compliance; and
- G. Technology capabilities utilized to provide Services.

Additional consideration will be given for:

- A. Innovation and quality of sample work provided.

Interviews | Points Based | 15 Points (15%)

The evaluation of the Respondent includes, at a minimum:

- A. Knowledge demonstrated by the Respondent's representatives who attend the Interview; and
- B. Demonstration of the Authority Concession goals as well as conceptual ideas and vision for the Services.

Additional consideration will be given for:

- A. Presentation style which includes interactions among Respondent's representatives; and
- B. Communications with the technical evaluation committee.

NOTE: Clarification of information submitted in the Response that is provided in the interview can have a effect on the scores and rankings for other evaluation criteria previously scored.

Fees | Points Based | 15 Points (15%)

10.2

The fees proposed by the Respondent in the Cost Proposal will be based on a mathematical calculation to obtain scoring for each Response relative to the other Responses received. Point calculation for proposed fees shall be based on the total of the hourly rates for the Lead Consultant and proposed key personnel multiplied by the Percentage of Work Performed for the Term of the Contract, including renewal options. The lowest total will be awarded the highest points.