

Notice of Intent to Select and Award

Hillsborough County Aviation Authority

**Luggage Cart Rental Services
Request for Proposals**

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 following firm was determined non-responsive:

1. Smarte Carte, Inc.

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: December 2, 2021
Time: 9:00 a.m.
Location: Authority's Board Room
Tampa International Airport
Main Terminal, 3rd Floor, Blue Side

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



Tampa International Airport

Procurement

Matt Bauer, MBA, CPPO, CPPB, CPSM, NIGP-CPP, Vice President of Procurement

5008 North Westshore Blvd, Tampa, FL 33614

EVALUATION TABULATION Luggage Cart Rental Services

RESPONSE DEADLINE: September 9, 2021 at 2:00 pm

Report Generated: Monday, October 25, 2021

CONSENSUS SCORECARD SUMMARY

Vendor	<u>Respondent's Overall Experience and Background</u> Points Based 15 Points (15%)	<u>Respondent's Operational Plan</u> Points Based 30 Points (30%)	<u>Respondent's Equipment</u> Points Based 25 Points (25%)	<u>Respondent's Financial Status</u> Points Based 10 Points (10%)	<u>Interviews</u> Points Based 10 Points (10%)	<u>Revenue</u> Points Based 10 Points (10%)	Total Score (Max Score 100)
Smarte Carte Inc.	15	27	24	7	8	10	91

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 | 15 Points (15%)

Description:

The evaluation of the Respondent includes, at a minimum:

- a) Overall experience and background of the Respondent and its staff in providing rental cart services;
- b) Overall experience of Respondent and its staff in providing luggage cart services at large and/or medium hub airports as defined by the FAA;
- c) Respondent's organization chart;
- d) Respondent's use of joint ventures in providing cart rental services; and
- e) Respondent's failure to complete a contract or having been terminated from a contract.

Additional consideration will be given for:

- a) Feedback obtained from client references.

Respondent's Operational Plan | Points Based | 30 Points (30%)

Description:

The evaluation of the Respondent includes, at a minimum:

- a) Respondent's business philosophy, approach, and strategies;
- b) Approach to meet the Airport and TSA security requirements;
- c) Internal and external staffing resources, including compensation and benefits;
- d) Proposed customer service plan;
- e) Proposed implementation schedule; and
- f) Proposed licensed concept or franchise.

Additional consideration will be given for:

- a) Proposed subcontractors, include ACDBEs.

Respondent's Equipment | Points Based | 25 Points (25%)

Description:

The evaluation of the Respondent includes, at a minimum:

- a) Functionality, durability, and aesthetics of the Equipment proposed by the Respondent based on industry norms for luggage carts for large and/or medium hub airports as defined by the FAA; and
- b) Proposed number of luggage cart stations.

Respondent's Financial Status | Points Based | 10 Points (10%)

Description:

The evaluation of the Respondent includes, at a minimum:

- a) Respondent's current assets, current liabilities, and current equity;
- b) Initial capital investment;
- c) Financial requirements for on-going Services and operations; and
- d) Trade credit references and financial institution reference.

Interviews | Points Based | 10 Points (10%)

Description:

The evaluation includes, at a minimum:

- a) Knowledge demonstrated by the Respondent's representatives who attend an interview.

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.

Revenue | Points Based | 10 Points (10%)

Description:

The evaluation on the Respondent includes, at a minimum:

- a) The percentage of Revenue Per Cart Paid to Authority by the Respondent. A minimum percentage of 22% should be proposed.