

NOTICE TO ALL PROPOSERS

ADDENDUM NO. 1

TO THE REQUEST FOR PROPOSALS FOR TAXICAB SERVICES

March 11, 2025

The following Addendum dated Monday, March 11, 2025, shall be made a part of the Request for Proposal (RFP) dated Wednesday, February 19, 2025, for Taxicab Services.

GENERAL

1. The Pre-Submittal Conference Summary dated Thursday, March 6, 2025, and associated sign-in sheets are attached to this Addendum No. 1.

PRE-PROPOSAL CONFERENCE SUMMARY

Project Name: Taxicab Service
Date: March 6, 2025
Time: 1:30 p.m.
Location: Tucson Airport Authority (TAA) Administration Offices, Tucson International Airport Terminal, Third Floor, Santa Rita Room
Contracting Officer: Corrie Bussey Procurement Administrator
Project Manager: Kathleen Stalter, Manager of Ground Transportation

SIGN IN AND INTRODUCTIONS

1. See attached Sign-in Sheets for attendees.
2. Corrie welcomed all attendees and made brief introductions. The minutes of the pre-proposal conference will be distributed to all attendees and RFP holders on or about March 11, 2025.

GENERAL INFORMATION

1. TAA intends to award this contract within 60 days of receiving proposals (or as soon after that as practical).
2. TAA shall not be held responsible for any oral instructions. Any changes to this RFP will be in the form of an addendum, which will be furnished to all registered RFP holders and meeting attendees.
3. All questions must be **in writing** and directed to Corrie Bussey via email at cbussey@flytucson.com. Answers to questions will be provided via addenda and furnished to all registered RFP holders and meeting attendees.
4. This RFP does not obligate TAA to award the contract to any firm nor to pay any cost incurred in the proposal process or in the preparation of proposals submitted in response to this RFP. TAA reserves the right to reject any and all proposals or to accept any firm which is deemed to be advantageous to the public and TAA.
5. Specific criteria have been established for evaluating proposals and are listed in the RFP.
6. No representative or agent of the Respondent may contact any member of the staff or Selection Committee, any member or director of TAA or any other agent or consultant of TAA, either directly or indirectly, except the designated contact person for this RFP as follows: questions related to the RFP may be directed in writing to Corrie Bussey on or before noon on Wednesday, March 12, 2025, by email at cbussey@flytucson.com. Any communication, or

attempted communication, with any person other than Corrie Bussey shall, in the sole discretion of TAA, be grounds for disqualification of the firm.

7. Until an award and execution of a contract by TAA, only the name of each Respondent may be made available to the public. All other information received by TAA in response to this RFP or contained in the proposals shall be confidential. The proposals shall be open to public inspection after the contract is awarded and executed by TAA. To the extent the awardees designate and TAA concurs, trade secrets and other proprietary data contained in the firm's proposals will be kept confidential.

PROPOSAL REQUIREMENTS

1. Respondents should review the major proposal requirements described in Section IV.
2. Respondents should review the insurance requirements in Section III to the RFP, the draft Taxicab Service Agreement, Exhibit H to confirm that they can comply.
3. Failure on the part of a Respondent to provide any portion of the required documentation may be cause for rejection of the proposals. In the event of any conflict between any of the proposals documents, resolution thereof shall be at TAA's sole discretion.
4. One original and five (5) copies of the proposal should be submitted to TAA and should be clearly labeled "Taxicab Service Proposal", the Respondent's name, and addressed to the attention of Corrie Bussey.
5. Proposals must include all of the information listed in Section IV of the RFP.
6. Proposals are due on or before 2:00 p.m. local Tucson time on Friday, March 21, 2025 at TAA's Administration Offices, 7250 S. Tucson Blvd., Third Floor, Tucson, AZ 85756, and must be time stamped by the receptionist to record TAA's receipt of the proposal. Proposals submitted after that time may not be accepted.
7. Proposals may be withdrawn either personally or by written request any time before the scheduled date and time of receipt.

REPORTING AND DBE REQUIREMENTS

1. It is the policy of the Department of Transportation ("DOT") and TAA that Airport Concession Disadvantaged Business Enterprise firms ("ACDBEs") as defined in 49 CFR Part 23 (the "ACDBE Regulations"), shall have a full and fair opportunity to participate in the performance of airport concession contracts. TAA, in compliance with 49 CFR § 23, has adopted a program regarding the participation of ACDBEs in airport concession opportunities to practice nondiscrimination based on race, color, sex, or national origin in the award or performance of this contract. A copy of this program is available upon request.

TAA has not adopted a specific ACDBE participation goal with respect to this contract, but it will monitor ACDBE participation, and all firms are strongly encouraged to use ACDBEs. All firms qualifying under this solicitation, including ACDBE firms are encouraged to submit proposals. As a matter of responsibility, firms must complete and submit the Statement of Proposed DBE Utilization in the form provided, with its submittal. Firms and firms' subconsultants who are

submitted as ACDBEs must be certified ACDBEs in Arizona in good standing prior to the date submittals are due. TAA recognizes current ACDBE certifications by the ADOT, City of Phoenix, and City of Tucson. For information regarding ACDBE firms recognized by TAA, or if you have any questions about TAA's ACDBE Program, please contact Bert Resimont, TAA DBE Liaison Officer, at (520) 573-4892.

As a condition of the agreement between the parties, the firm awarded the contract will be required to report their ACDBE supplier/provider participation efforts. The firm will list (1) all certified ACDBE subconsultants providing services/products under the agreement, including services/products by firm's own forces if firm is an ACDBE and (2) the estimated amount of dollars that will be paid to any ACDBE subconsultant or supplier providing services/products. This information will be reported on a form to be provided by TAA. In addition, the awarded firm must provide written confirmation from each ACDBE of its participation in the contract. The awarded firm will be required to track all payments to ACDBEs providing services/products under the agreement and report the payments on a quarterly basis via TAA's online diversity compliance application.

SELECTION PROCESS

1. Proposals that meet the minimum requirements will be scored by a selection committee based on the evaluation criteria listed in section V of the RFP.
2. Selection will be based on the total number of points scored according to the evaluation criteria outlined.

SCOPE OF WORK & OVERVIEW OF MINIMUM REQUIREMENTS

Kathleen Stalter reviewed the scope of work and an overview of the minimum requirements for awarding non-exclusive taxicab services.

DISCUSSION

The floor was opened to questions.

Question 1) Kevin with VIP Taxi – RFP states a need of four ADA vehicles. Has there been a larger need?

A: TAA will require two ADA vehicles per Company at contract commencement and reserves the right, at its sole discretion, to increase the required number of ADA vehicles

Question 2) Richard with Yellow Cab – In this RFP, is it combined so each company has two or each company needs a total of four?

A: A total of four per company is the language and intent in the Draft Agreement. See response to Question 1.

Question 3) Kevin with VIP Taxi – The mileage stating less than 90,000 miles, is that coming in or to take it out once it hits 90,000?

A: TAA requests Proposers provide TAA with a written recommendation for the required maximum vehicle mileage no later than Wednesday, March 12, 2025 via email to Corrie Bussey at cbussey@flytucson.com.

End of questions.

CLOSING

Attendees were reminded that the Proposal due date and time is 2:00 p.m. on Friday, March 21, 2025 and the last day for questions is Wednesday, March 12, 2025 at noon.

The conference adjourned at approximately 1:57 p.m.

The above is intended to be a summary of the proceedings as recalled by Corrie Bussey. The proceedings were recorded and is on file in TAA's Procurement Department.

Tucson Airport Authority
 7250 S. Tucson Blvd., Suite 300
 Tucson, Arizona 85756
 (520) 573-8100
 (520) 573-8008

ATTENDANCE SIGN IN SHEET

PRE-SUBMITTAL CONFERENCE

TAXICAB SERVICE



Date: Thursday, March 6, 2025

Time: 1:30 p.m.

Location: Santa Rita Room

Name	Company Name	Address City/State/Zip	Phone	Fax	Email
Kathleen Stalter	TAA	7250 S. Tucson Blvd., Suite 300 Tucson, AZ 85756	520-573-4851		KStalter@flytucson.com
Emin Aydin	TAA	7250 S. Tucson Blvd., Suite 300 Tucson, AZ 85756	520-573-8374		eyaydin@flytucson.com
Natasha Barden	TAA	7250 S. Tucson Blvd., Suite 300 Tucson, AZ 85756	520-573-4818		nbarden@flytucson.com
Corrie Bussey	TAA	7250 S. Tucson Blvd., Suite 300 Tucson, AZ 85756	520-573-4821		cbussey@flytucson.com
Mattison Garry	TAA	7250 S. Tucson Blvd., Suite 300 Tucson, AZ 85756	520-573-4807		mgarry@flytucson.com
Sara Perry	TAA	7250 S. Tucson Blvd., Suite 300 Tucson, AZ 85756	520-573-4777		sperry@flytucson.com
Bert Resimont	TAA	7251 S. Tucson Blvd., Suite 300 Tucson, AZ 85756	520-573-4892		bresimont@flytucson.com
Kristen Ewing	TAA	7252 S. Tucson Blvd., Suite 300 Tucson, AZ 85756	520-573-8072		kewing@flytucson.com
Anthony Hansen	TAA	7253 S. Tucson Blvd., Suite 300 Tucson, AZ 85756	520-573-8159		ahansen@flytucson.com
Debbie Cruz	TAA	7250 S. Tucson Blvd., Suite 300 Tucson, AZ 85756	520-573-4821		dcruz@flytucson.com
Kevin Risacher	VIP Taxi	3740 E 43rd Place Tucson, AZ 85713	480-862-6077		Kirisacher@viptaxi.com
Cheryl Allred	VIP Taxi	3740 E 43rd Place Tucson, AZ 85713	520-818-8844		cheryl@viptaxi.com
Anthony Moreno	Yellow Cab	1055 E 18th St Tucson AZ 85713	520-704-1942		amoreno@mtm-inc.com
Richard Bresnaha	Yellow Cab	1055 E 18th St Tucson AZ 85713	520-704-1942		rbresnaha@mtm-inc.com

