

REQUEST FOR LETTERS OF INTEREST

Baggage Cart Concessions
Fresno Yosemite International Airport
City of Fresno

The City of Fresno (City) is soliciting Letters of Interest (LOI) from companies (Concessionaires) to operate Baggage Cart Concessions (Concessions) at Fresno Yosemite International Airport (FAT). In seeking a Concessionaire to operate at FAT, the City desires to continue providing air travelers with baggage cart rental service of the highest possible caliber and to receive a fair monetary return for the Concessions granted.

BACKGROUND

FAT is a small hub airport located in the central San Joaquin Valley of California. In calendar year 2016 a total of 1,540,623 used FAT, which is served by seven branded airlines, including two international carriers.

MINIMUM QUALIFICATIONS

Respondents must possess the knowledge, experience, skill, and personnel necessary to operate a first-class baggage cart rental service Concession and include but not limited the ability to: (i) operate a national credit card payment system, (ii) install and operate baggage carts and cart dispensers, (iii) monitor dispenser unit stock; (iv) monitor parking areas, as often as needed, for discarded carts; (v) assist passengers that have difficulty using the dispenser unit; and (vi) ensure proper maintenance is being performed (includes cleanliness); (vii) and be willing and able to commit to a Minimum Annual Guarantee (MAG) fee of not less than twenty two thousand dollars (\$22,000) per annum for the privilege of operating at FAT.

SUBMITAL REQUIREMENTS

The Letters of Interest shall be limited to one page. This is not a solicitation to operate at FAT, and there will be no obligation on the part of the City of Fresno to enter into any type of Concession agreement with respondents. It is merely intended to gauge the level of interest beyond current service levels at FAT.

Letters of Interest must include:

1. Name of company;
2. Brief description of the company, and its qualifications to operate a first-class baggage cart rental Concession;
3. Statement attesting that the company meets all Minimum Qualifications stated above;
4. Bank reference or letter of financial statement from the Chief Financial Officer, and a reference from an airport at which the company conducts business; and
5. Contact information for a representative of the company authorized to respond to follow-up questions and requests from the City.

Letters of Interest must be addressed to and received by City of Fresno as specified below not later than **3:00 PM PDT, August 31, 2017**.

Hard Copy: City of Fresno – Airports Department, Attn.: Marcela Denis-Perez, Airport Properties Supervisor, 4995 East Clinton Way, Fresno, CA 93727

Email: Marcela.Denis-Perez@fresno.gov

Facsimile: (559) 251-4825, Attn.: Marcela Denis-Perez