

Port of Seattle

REQUEST FOR QUALIFICATIONS RFQ 2025-RCF



RENTAL CAR CONCESSIONS AT SEATTLE-TACOMA INTERNATIONAL AIRPORT ADDENDUM #1

Questions received through 11/25/2026:

1. This is a condensed timeline, even more reduced by the Thanksgiving holiday and the requirement to mail in responses. There should be at the very least two weeks from the date questions are answered by the Authority to when the submission is due to provide enough time for modifications and approvals. As it stands there is less than a week between when questions are due and responses need to be mailed in. Please strongly consider extending the submission due date to January, and/or making the deadline for questions and answers earlier.
 - a. Port Response: We understand the timeline for this RFQ may be considered more condensed, however, the Port believes this is a reasonable timeframe. At this time, we will not be extending the RFQ deadline nor the RFQ question deadline. The Port reserves the right to modify the deadlines in the future.
2. Please strongly consider allowing electronic submission of Submittals, particularly given the tight timeline.
 - a. Port Response: Electronic submissions of the RFQ may be made by sending to the RFQ email address. However, potential respondents must still provide the RFQ submittal in hard copy form, regardless of use of electronic submission.

3. Please confirm that all respondents will receive copies of all questions and answers asked during this process.
 - a. Port Response: All responses to questions will be posted to the RFQ website as an addendum.
4. Please indicate the last date questions will be Answered by the Authority. Please make this date at least 2 weeks prior to the final submission date.
 - a. Port Response: Questions submitted by the deadline outlined in the RFQ would be answered within 2 business days following the deadline. The final submission date will remain as December 19 at the time and place stated in the RFQ documents.
5. Please confirm there is no bid security required as part of this RFQ.
 - a. Port Response: No bid security is required under this RFQ.
6. What market share period will be used for allocations?
 - a. Port Response: Please refer to Section IV(F)(1) for the period that will be used for the market share. As of this Addendum #1, the period will be November 1, 2024 through October 31, 2025.
7. Section 3(E)(3): Do sections of the submittal need to be tabbed, or will a table of contents suffice? If the submittal needs to be tabbed, does this count toward the page limit?
 - a. Port Response: Table of contents will suffice and be considered responsive.
8. Section IV(B)(2): Do we need to include our gross revenue information (and if so, what years) or just the name of the airport location?
 - a. Port Response: Responses will need to include the airport location and the gross revenue for calendar year 2024. Airport locations must be within North America and revenue reported in US Dollars.
9. Section IV(B)(3): Would the Port accept references from other airport locations that are not in our top 5 airport locations identified under Item B.2 (in lieu of all three references being from Item B.2.)?
 - a. Port Response: At least one reference must be from the list provided in response to Section IV(B)(2). All references must be from US airports.

10. Section IV(C): As a publicly traded company, all our financial statements, including balance sheets, statements of income and certifications are all publicly available online. Please confirm Respondent may provide a direct link to this information, in lieu of providing the lengthy documentation as a hard copy.
 - a. Port Response: Links are not accepted. However, you may provide the financial statements as an electronic file (in PDF format) with the required flash drive. Financial statements do not have to be printed and submitted with the hard copy but a notation must be made in your hard copy that financial statements are provided on the included flash drive.
11. Section IV(C): If the financial information is required to be submitted as a hard copy, please clarify that this information is waived from the page limit requirement of the RFQ.
 - a. Port Response: Please see answer to Question #10. Financial statements do not have to be provided in hard copy form and therefore would not count towards the page limit.
12. Section IV(F)(1): Please narrow and/or clarify the scope of this request. Is the Port asking for the number of rental car transactions and the amount of concessionable Gross Revenue for Respondent globally? North America? Washington State?
 - a. Port Response: Responses to Section IV(F)(1) should be the Seattle Airport market. Respondents not currently at Seattle-Tacoma International Airport may provide the information requested from a Large Hub US Airport. If not currently providing service at a Large Hub airport, please provide the data for the largest airport, by annual passengers, you currently serve.
13. Given the substantial investments made by incumbent operators in the RCF, we respectfully request confirmation that the majority of existing space allocations will be grandfathered. This approach is critical to preserving operational continuity and avoiding unnecessary, high-cost relocations. If relocation becomes unavoidable, please confirm that the airport will permit the use of CFC funds to offset these expenses, ensuring a fair and financially sustainable solution for all stakeholders.
 - a. Port Response: The Port will be reviewing the responses to the RFQ and finalizing the preferred block design plan for the next step of the process. We will continue to make our decisions based on the best interest of the operation of a rental car facility in the Port's sole determination. We cannot say if existing tenants would have to relocate or make modifications to their current assigned counter space and allocated blocks but it remains a possibility. CFCs will be used only for base-building demising activities and while we may enter into Tenant Reimbursement Agreements using CFC funds, those would be limited solely to base-building work and would not

cover or reimburse tenants for any improvements, furniture, fixtures, or equipment that may be required as a result of this process or for those improvements already made prior.

14. Please consider waiving Sections VI(B), Experience and Qualifications for incumbents as this is demonstrated by our ongoing operations.
 - a. Port Response: All respondents are required to submit a complete response to the RFQ, including responses to the Experience and Qualifications section.
15. Please consider waiving Section VI(C)(2): Please consider waiving the requirement to provide a Dun & Bradstreet as the financial reports should demonstrate Respondents' financial status.
 - a. Port Response: Respondents will still be required to submit a Dun & Bradstreet as part of their response.
16. Please confirm that the airport will not grant additional concessions or licenses to new operators or unsuccessful proposers during the term of this agreement.
 - a. Port Response: New entrants may be added to the facility according to the Lease Agreement. Please refer to Sections 11.3 and 11.4.2 of the Lease Agreement for details on when new entrants can be added to the facility.
17. Are there any known changes to air service occurring in the next 5 years?
 - a. Port Response: Our Air Service Development team is working to bring additional international airlines and services to SEA. While we cannot announce new services at this time, we do expect the number of airlines to increase, subject to any unexpected economic disruptions and/or consolidations within the industry.
18. Are there any major construction projects planned that will impact the RAC operation or roadways?
 - a. Port Response: Upgrade SEA is well underway with many projects reaching substantial completion in 2026. These include the widen arrivals project, which will also relocate the north RCF bus stop at the terminal further north. The Port of Seattle is currently undergoing SEPA review of our Sustainable Airport Master Plan (SAMP), which includes over 30 near-term projects, including roadway realignments and a potential elevated bus guideway, partially connecting the main terminal, purposed second terminal, and the

rental car facility. Additionally, we are currently beginning to examine a potential electrical service upgrade for the RCF, which may result in the creation of a 5th QTA for EV fast charging in the future.

19. What's the probability an existing operator will need to relocate their various positions with respect to the CSB and Ready/Return areas.
- a. Port Response: We are unable to provide the probability that an existing operator will need to relocate either their CSB space or their allocated area on the operational floor plates. Potential consolidation of brands, new entrants, and the results of the bidding process in the next step all contribute to the uncertainty. It is possible that an existing operator may need to relocate one or more spaces and may also move floors.