



City of Alamogordo

Purchasing Office 2600 N. Florida Alamogordo NM 88310 Phone (575)439-4116

April 20, 2023

To: All Bidders

Re: **Addendum No. 1**

RFP No. 2023-001 RE-BID Café Operator Services at Alamogordo White Sands Regional Airport

Each bidder shall acknowledge receipt of this Addendum Number One (1) by including in Proposal packet. This addendum will not be counted as part of the maximum page limit.

Addendum Number 1 is issued to provide changes and/or clarifications to the above referenced RFP as per the following:

Question: Who is responsible for supplying equipment? (i.e., Refrigeration, Stove, Oven, Fryer)

ANSWER: Contractor or Café Operator

Question: If Tenant is responsible for installing cooking equipment are there any restrictions?

ANSWER: Not to our knowledge, they would have to comply with State/Fire Codes

QUESTION: Who has access to enter the Café when the Tenant is not open or onsite?

ANSWER: Airport Manager/Facility Maintenance

QUESTION: Do we have to follow and adhere to the menu listed in the description or are we able to create our own menu?

ANSWER: You can create your own menu; it was a suggestion in the RFP.

QUESTION: What are the required operating hours, if any?

ANSWER: From at least 8:00 a.m. – 2:00 p.m., no less than 5 days per week.

QUESTION: SARAP owns a food trailer, will we be allowed to keep trailer parked at the airport?

ANSWER: The RFP is for the cafe. With the café, we would not allow food vendors to sell.

QUESTION: Who is responsible for inspection and certification for the exhaust hood system installed?

ANSWER: The Contractor or Café Operator

QUESTION: Who is responsible for the fire suppression system and inspection fees as well as fire extinguishers?

ANSWER: Contractor is responsible for fire suppression system, the City is responsible for the fire extinguishers.

QUESTION: If any maintenance or repairs are needed who is responsible for the costs and repairs?

ANSWER: Most repairs will be completed by the City, it will be defined in an agreement.

QUESTION: Will we be assisted in Marketing for events and opening of business?

ANSWER: No

QUESTION: Will we need to apply for a new business license (If already have one)?

ANSWER: No

QUESTION: What is the expected ETA for opening business?

ANSWER: As soon as agreements are put in place

QUESTION: Are we required to keep the name (Airport Grille), or can it be changed to our business name?

ANSWER: It can be changed.

QUESTION: Do we have access to the entire restaurant including dining room, kitchen, sink area, and additional room towards the back side of café?

ANSWER: You do not have access to the additional room towards the back, unless you want to pay additional rent for it.

All other provisions of the Contract Documents shall remain unchanged. This addendum is hereby made part of the Contract Documents. Each bidder shall acknowledge receipt of this Addendum Number One (1) using the attached acknowledgement page and submit with each copy of the proposal (not included in page count).

Thank You,

Barbara Pyeatt
Chief Procurement Officer
bpyeatt@ci.alamogordo.nm.us

ADDENDUM ACKNOWLEDGEMENT

ADDENDUM NO. 1

RE-BID RFP No. 2023-001

Received By: _____

Date Received: _____

Business Name: _____

Name: _____

Signature: _____