



Greater Rochester International Airport

Monroe County, New York

Maggie Brooks
County Executive

Michael A. Giardino
Director of Aviation

ADDENDUM NO: 1

RFP: Fuel Facility Operator at the Greater Rochester International Airport

DATE: April 23, 2012

PROPOSERS PLEASE NOTE:

Attached please find the following:

1. Request for Proposals (RFP) Language Change.

SIGN this Addendum below acknowledging receipt and understanding and INSERT in PROPOSAL packet.

MONROE COUNTY AIRPORT
AUTHORITY

Stephanie Lucania

The undersigned proposer acknowledges receipt and understanding of Addendum No. 1 to RFP for Fuel Facility Operator at the Greater Rochester International Airport.

_____, 2012
Date

Name of Company

Authorized Signature

Title

**ADDENDUM TO REQUEST FOR PROPOSAL
FOR FUEL FACILITY OPERATOR
AT THE GREATER ROCHESTER INTERNATIONAL AIRPORT**

This Addendum is hereby made a part of the Request for Proposal for Fuel Facility Operator at the Greater Rochester International Airport. **Be sure to acknowledge it in your Proposal which must be received by 3:00PM EST on April 27, 2012.**

THE FOLLOWING LANGUAGE SHOULD BE ADDED TO THE RFP

Form of Proposal

Section 3 – Proposal Deposit. Attach a (certified) (cashier's) check in the amount of Five Thousand Dollars (\$5,000.00) payable without condition to Monroe County Airport Authority, which may be retained by Monroe County Airport Authority as liquidated damages, and not as a penalty, in the event of failure of the undersigned to execute an Agreement at the Greater Rochester International Airport and otherwise to comply with the instructions to proposers.

CLARIFICATIONS

The information below provides clarification and answers questions submitted to the Airport.

1. The RFP states the facility will require 24/7 staffing. Based on the estimated fuel delivery and hours of flight operations, does the airport want to consider something less than 24/7?

No.

2. Is there any historical costs that we should use in our bid proposal? For example do you have an annual cost for utilities, rent, etc..

All costs relating to the operation and maintenance of the facility are reimbursed by the users of the fuel facility; rates which are calculated dependent upon which fuel agreement each airline executes. The budget is prepared annually and is subject to approval by the airline fuel committee.

3. What is the value of the facility for Property Insurance?

Please refer to insurance requirements in the sample contract provided in the RFP.

4. Is there an inventory management system in place at the facility? If so, will it remain? What brand of system is it?

Yes there is an inventory management system in place at the facility. The Authority will purchase the System Capital Assets at expiration/termination of the current agreement.

5. Can you please provide five (5) years of historical volume (2007-2011)

*JET Fuel Inventory
2007 - 2011
5-Year Historical Volume History*

Year	Approximate Gallons Dispensed
2007	22,678,410
2008	22,370,639
2009	19,188,484
2010	18,565,468
2011	18,353,643

6. What is the cost of employee parking and badging?

The cost for employee badging is \$45 for each employee and parking at the fuel facility is free.

7. Are there any monitoring wells at the fuel facility?

We do not have any specific wells for monitoring. Operator needs to manage all testing, etc to keep tanks current with standards/requirements. The Fuel Farm has an oil/water separator downstream of the spill containment (under the 6 tanks) and the storm water collection points under the truck loading/off-loading stations. The operator is responsible for managing this.

8. Who is responsible for maintaining the various environmental permits (SPDES, etc.)?

Monroe County keeps the SPDES Permit for the airport. Please refer to sample Agreement Article 3 – Services, Section 28.