

NOTICE OF REQUEST FOR PROPOSALS
JULY 31, 2017

CHARLOTTESVILLE-ALBEMARLE AIRPORT AUTHORITY
ON-AIRPORT RENTAL CAR SERVICE CONCESSIONS

The Charlottesville Albemarle Airport Authority (hereinafter, "Authority"), acting by and through its Executive Director , requests proposals from offerors interested in entering into a Concession and Lease Agreement for the right to operate an On-Airport Rental Car Service Concession ("Concession") at the Charlottesville Albemarle Airport (hereinafter, "Airport").

Proposals will be accepted by the Charlottesville Albemarle Airport Authority at its office ("Office") located at 100 Bowen Loop, Suite 200, Charlottesville, Virginia 22911, until 2:00 p.m., local prevailing time, on **Wednesday, September 13, 2017** Proposers must meet all minimum qualifications set forth within the RFP. Each proposal must be contained in a sealed envelope and may be either mailed, first-class, postage pre-paid, or delivered via commercial courier. Facsimile and e-mail proposals will not be accepted.

The Authority may award up to three separate on-Airport rental car service concessions, including lease of space at the Rental Car Service Facility.

Copies of the RFP are available upon request made by email to pshifflett@gocho.com Alternatively, requests for copies of the RFP may be made by correspondence mailed to the Director of Finance, Charlottesville Albemarle Airport Authority, 100 Bowen Loop, Suite 200, Charlottesville, Virginia 22911, (434) 973-8342, Ext. 113

A non-mandatory question-and-answer briefing on the contents of the RFP and the proposed contract(s). This briefing will be held on **Thursday, August 17, 2017, at 1:30 p.m.**, local prevailing time, in Authority's Office. Comments concerning the contents of the RFP may be submitted in writing or by e-mail to the Director of Landside Operations (swilliams@gocho.com) for consideration prior to the date of the briefing.

Melinda Crawford
Executive Director