

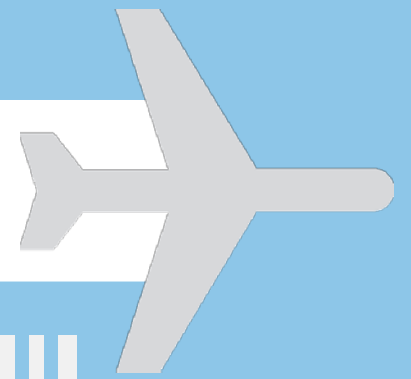
# AVIATION DEPARTMENT RUNWAY TO PHX PROCUREMENT PROCESS

IVY SILVA  
PROCUREMENT MANAGER  
MARCH 16, 2023



***PHX DVT BYR***

# AGENDA



**1** PHX At a Glance

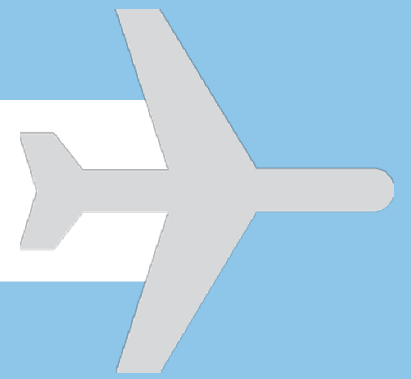
**2** AVN Contract & Solicitation Types

**3** AVN Procurement Process

**4** AVN Upcoming Trends / Requirements

**5** Register to Become a Vendor

# PHOENIX SKY HARBOR – AT A GLANCE



## Two Major Terminals

- 57,432 jobs at the Airport
- \$12.3 billion in economic activity



## 8th Busiest Airport (US)

- Also rated as the 11th busiest airport in the world
- 44.3 million passengers (2022)



## Home for 23+ Airlines

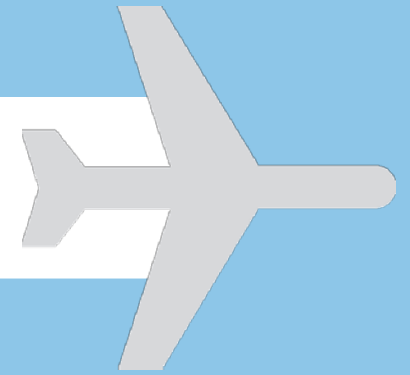
- 528+ average daily departures
- Offering nonstop flights from Phoenix to more than 120 domestic destinations and more than 20 international destinations.



## 125,000+ Passengers Daily

- 1200+ flights daily
- PHX/AZ hosts 2023 Super Bowl - 200,000+ passengers (Super Bowl Departure Monday)

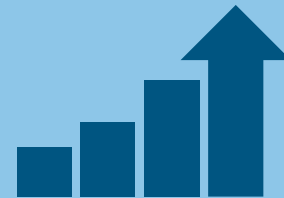
# CONTRACT & SOLICITATION TYPES



## Expenditure

- General Goods & Services
- Professional Services

A contract in which City monies and/or resources are expended, or a financial obligation is created on the part of the City of Phoenix Aviation Department



## Revenue

- Terminal Premier Vending
- Terminal F&B Concession

A contract between the City of Phoenix Aviation Department and a contractor (with or without concessions), wherein the contractor agrees to pay the City in exchange for the right to conduct business on City property.



## Construction

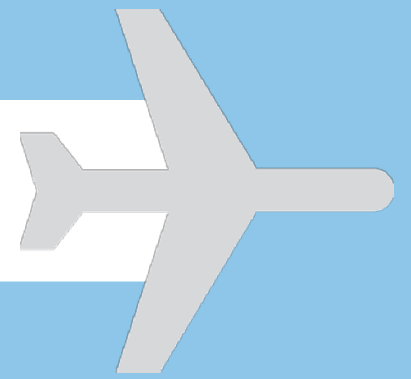
- Procured by Street Transportation Department

Contact Kandi Kawolsky

- [Kandi.Kawolsky@phoenix.gov](mailto:Kandi.Kawolsky@phoenix.gov)

- (602) 256-4108

# CONTRACT & SOLICITATION TYPES



01

## EXPENDITURE

- Request for Quotes (RFQ)
- Invitation for Bids (IFB)
- Request for Proposals (RFP)
- Request for Qualifications (RFQu)

## PRICE BASED

- Request for Quote (RFQ)
- Invitation for Bid (IFB)

03

02

## REVENUE

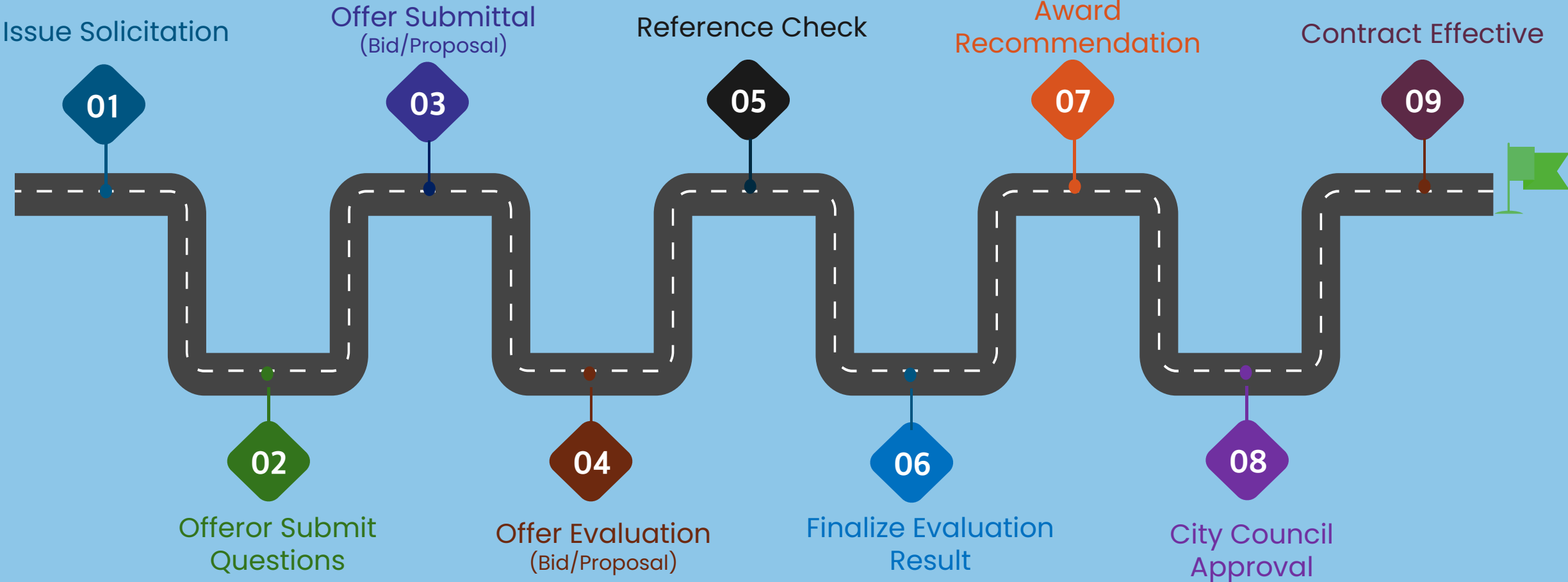
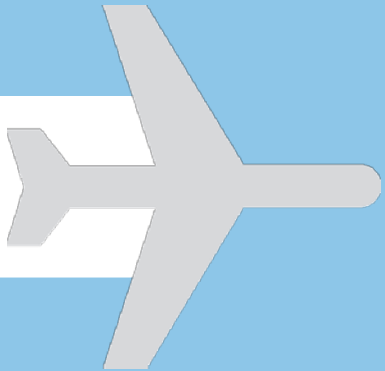
- Revenue Contract Solicitation (RCS)

## QUALIFICATION EXPERIENCE BASED

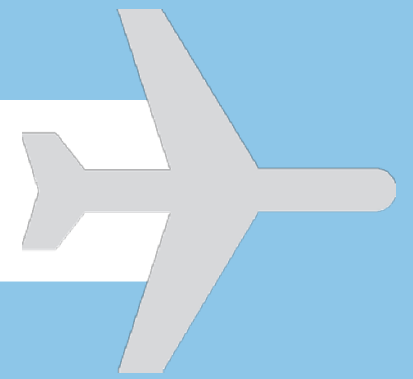
- Request for Proposal (RFP)
- Request for Qualification (RFQu)
- Revenue Contract Solicitation (RCS)

04

# PROCUREMENT CYCLE



# UPCOMING TRENDS / REQUIREMENTS



## Sustainability

- **Current:** Vision, Commitment & Practice – Environmental Sustainability and Conservation
- **Future:** Adhere City of Phoenix / PHX established sustainability goal
- **Weblink:** <https://www.skyharbor.com/about-phx/sustainability>

## Virtual Meeting

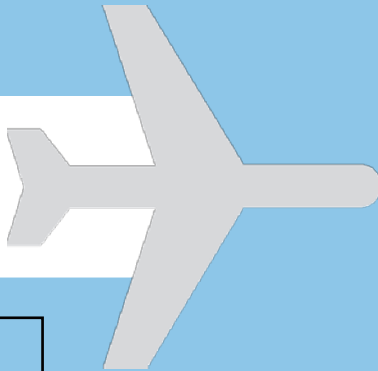
- Pre-Offer meetings
- Offer Opening



## Automation

- Solicitation Issuance
- Offer/Proposal Submittal

# REGISTER TO BECOME CITY VENDOR



City of Phoenix Finance Department - <https://www.phoenix.gov/procure>



**BECOME A VENDOR**

1. **Gather** Your Business Info
2. **Scan** Your Signed W-9
3. **Register** in System
4. **Set-Up** ID & Password

Steps to Success!

**Need Help? Email [vendor.support@phoenix.gov](mailto:vendor.support@phoenix.gov) or call (602) 262-1819**

## Aviation Department

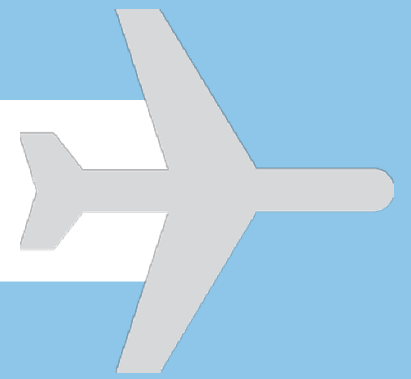
Email: [busopps.aviation@phoenix.gov](mailto:busopps.aviation@phoenix.gov)

Include following information in your email:

- Company Name
- Email address (for notification)
- Identify interested business area(s)  
i.e., Retail, Food & Beverage, Ground Transportation



# PREPARE TO BE A CITY CONTRACTOR



## Available Resources

- All City contracts are Public Records
- Public Records are located on City of Phoenix – City Clerk’s Public Records Search page

<https://apps-secure.phoenix.gov/PublicRecordsSearch/Home/AdvancedSearchOut>

## Key Information to Consider

- Contract Performance and Service Requirement
- Insurance Requirement
- Pricing



# CONTACT INFORMATION

Aviation Department  
Contracts & Services Division

Ivy Silva  
Procurement Manager  
(602) 228-2351  
[ivy.silva@phoenix.gov](mailto:ivy.silva@phoenix.gov)





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**Questions?**

Please type them in  
the chat box.

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