
MEMORANDUM

TO: Greg Donovan, Airport Director

FROM: Andrea Kvech, Assistant Airport Director - Finance

DATE: March 19, 2014

SUBJECT: Airport ACDBE Policy

The FAA approved Airport Concession Disadvantage Business Enterprise Program for Pensacola International Airport was signed by former Airport Director Melinda Crawford on August 13, 2012. Section 23.75 Long-Term Exclusive Agreements defines an exclusive agreement as one having a term no longer than 10 years.

The RFP 13-008 for Food and Beverage was published in March 2013 with a draft contract attached with a term of 10 years. On June 10, 2013, the FAA issued guidance on Airport Concession Requirements reducing an exclusive agreement to 5 years. I contacted Gene Roth, FAA Civil Rights DBE/ACDBE Compliance Specialist, by phone on June 21, 2013 to discuss the impact of the new guidance. Our discussion focused on a future agreement that would exclude ACDBE participation.

The FAA guidance did not require us to update our approved plan. The Airport's ACDBE is in effect until September 30, 2015.