



**Office of the Mayor-President**

Purchasing Division

City of Baton Rouge

Parish of East Baton Rouge

222 St. Louis St. 8<sup>th</sup> Floor Room 826

P.O.Box 1471

Baton Rouge, Louisiana 70821

225/389-3259 FAX 225/389-4841

[purchasinginfo@brgov.com](mailto:purchasinginfo@brgov.com)

**Paul Narcisse**

Director of Purchasing

**ADDENDUM NO. 2**

**February 19, 2024**

Your reference is directed to: **File Number: 24-97514**

Solicitation Number: **A24-97514 OPERATION OF AUTOMOBILE RENTAL CONCESSIONS  
AT THE GREATER BATON ROUGE AIRPORT DISTRICT**

scheduled to open: **March 7, 2024**

The changes below will be made part of the above referenced solicitation:

The nonmandatory meeting will be optional to attend in person or via Webex meeting and the required Form 4 (**DBE/ACDBE GOAL FORM**) has been included.

This addendum is hereby officially made a part of the referenced solicitation and should be attached to the bidder's proposal or otherwise acknowledged therein.

If you have already submitted your proposal and this addendum causes you to revise your original bid, please indicate changes herein and return to Purchasing prior to bid opening in an envelope marked with the file number, bid opening date, and time. If this addendum does not cause you to revise your bid, please acknowledge receipt of the addendum by signing your name and company below and returning it in accordance with the provisions above.

cc: Bid File 24-97514

[dsstewart@brla.gov](mailto:dsstewart@brla.gov)  
225-389-3259 x 3264

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Company

**The nonmandatory meeting will be optional to attend in person or via Webex meeting scheduled for 09:00 a.m. CST - 11:00 a.m. CST on February 21, 2023.**

**Join from the meeting link:**

<https://brla.webex.com/brla/j.php?MTID=mb32e40b553a809938e56cf8781d2a17f>

Join by meeting number:

Meeting number (access code): 2493 824 8730

Meeting password: FlyBTR

To join from a mobile device (attendees only):

[+1-408-418-9388](tel:+1-408-418-9388),[,24938248730##](tel:+1-408-418-9388) United States Toll

Join by phone:

+1-408-418-9388 United States Toll

**Join from a video system or application**

Dial [24938248730@brla.webex.com](tel:24938248730@brla.webex.com)

You can also dial 173.243.2.68 and enter our meeting number

Need help? Go to <https://help.webex.com>

**Form 4**

**DBE/ACDBE GOAL FORM**

There is a 2.42% DBE Goal for this solicitation, respondents are challenged to present a creative and responsive plan that provides for ACDBE participation that is commercially meaningful and useful including the following arrangements to ensure quality participation: (1) Participation as a prime consultant, (2) Joint Venture, (3) Partnership, and (4) Sub-consultant, (5) Vendor.

**Disadvantage Business Enterprise Commitment:**

I/We respectfully propose a \_\_\_\_\_% goal as the Disadvantage Business Enterprise/Airport Concession Disadvantage Business Enterprise participation and commitment for each year of the Lease Agreement. I/We hereby attached our DBE plan for the term of this agreement. This proposed goal shall be incorporated into the Lease and Concession Agreement.

BIDDER: \_\_\_\_\_  
(Company)

Brand: \_\_\_\_\_

BY: \_\_\_\_\_

\_\_\_\_\_  
(Signature & Title)

**NOTE: This document shall be submitted with the Bid.**