

№	Question	Answer
1	<p>Can surface transport mode share information be provided for staff also.</p> <p><i>Clarification:</i> Please can the vendor provide data on how staff travel to and from the airport?</p>	<p>Parking spaces, intended for use by the staff, on both terminals are filled permanently. Due to the limited capacity of the car parks, most of the staff use public transport.</p> <p>Staff service transport is provided to employees whose shift is in the hours when public transport is not operating.</p> <p>Sofia Airport EAD does not have statistics on how many of the staff are using public transport and how many – their private cars.</p>
2	<p>Please can the number of car parking spaces be provided split by terminal, passenger and staff</p>	<p>Terminal 1: Public paid parking with 400 places; Parking for customers with subscription cards with a capacity of 80 places; Parking for use by staff with 180 places.</p> <p>Terminal 2: Public paid parking with 800 places; Parking for use by staff with 190 places.</p>
3	<p>Could you please clarify the reasons under the different operating maintenance expenses reported for the two years, with particular regards to maintenance on track and taxiways and buildings costs?</p>	<p>The cost of current repairs of runway and taxiways in 2016 are for repairs of the asphalt concrete pavement on taxiways for BGN 1 586 thousand. For 2017, there was no repair in such a large volume and only other types of minor repairs were performed.</p>
4	<p>Could you please provide the "Primary and auxiliary materials cost breakdown"? In addition, could you please explain the the difference between actual and planned costs ? (BGN 1.5m against the BGN 2.6m planned)</p>	<p>The information is available for review in the electronic section of the Data Room - Annex 1.23.</p> <p>The difference arises from outstanding planned costs, the larger of which are:</p> <ul style="list-style-type: none"> • supply of air respirators to the amount of BGN 352 thousand, unspent expenditure in 2016; • supply of fire-extinguishing foam pursuant to Ordinance № 3, to the amount of BGN 282 thousand, including VAT - unspent expenditure in 2016; • basic auxiliary materials for maintenance of 400 Hz ground power supply and automatic VGDS aircraft parking system to the amount of BGN 180 thousand.
5	<p>Could you please provide insurance contract in place and termination/renewals?</p>	<p>Information on claims for damages brought by Sofia Airport EAD for insurance of property under insurance contract №100-D-297/ 27.07.2018 "Fire and natural disasters" - "ZAD Armeets" AD for the period 01.08.2018 to 31.07.2019 is available for an on-site review in the Physical Data Room</p>

	<p><i>Clarification:</i> We need to review the insurance contract in place for all risk policy, property damage, business interruption, terrorism and acts of war related to the airport. A simple spreadsheet with costs, termination date, renewals and subject covered would be sufficient together with indication of the insurance broker and main condition of the contract.</p>	<p>under the conditions and procedure specified in clause 5.1. of the Concession Documentation – Annexes 3.51.1.</p> <p>Contract No 100-D-297/ 27.07.2018 (Insurance Contract No. 181000801K000003) is available for an on-site review in the Physical Data Room under the conditions and procedure specified in clause 5.1. of the Concession Documentation – Annexes 3.51.</p>
6	<p>Could you please provide the breakdown of the "Ongoing repairs" cost? In addition, could you please explain the reason under the difference between 2017 actual ongoing repairs costs and those planned? (BGN 2m against BGN 5m respectively)</p>	<p>The breakdown of the "Ongoing repairs" cost is available for review in the electronic section of the Data Room since 29.08.2018 – Annex 1.2.7.</p> <p>The difference arises from outstanding planned costs, the larger of which are:</p> <ul style="list-style-type: none"> • Current repair of the asphalt concrete pavement on the apron, part of the apron taxiway PR "L" to the amount of BGN 2 000 thousand, including VAT • Current repair of the asphalt concrete pavement on the apron, apron taxiway PR "S" to the amount of BGN 939 thousand, including VAT, new for 2019.
7	<p>Could you please provide the breakdown of the "Contract services, subscriptions, subscription fees" cost? In addition, could you please explain the reason under the difference between 2017 actual ongoing repairs costs and those planned? (BGN 5m against ca BGN 9m respectively)</p>	<p>The information is available for an on-site review in the Physical Data Room under the conditions and procedure specified in clause 5.1. of the Concession Documentation since 21.08.2018 – Annex 1.6. Folder 1.2.1.- 2.2.5.3</p> <p>The planned costs for contract services, subscriptions, subscription fees for 2017 amount to BGN 8 million.</p> <p>The difference arises from outstanding planned costs, the larger of which is for support of employees of the Ministry of Interior in the amount of BGN 2 780 thousand.</p>
8	<p>Is there any maintenance plan in place? If so, could you please provided a copy ? Can you provide a full life cycle costs profile?</p> <p><i>Clarification:</i> We would like to have a spreadsheet with all the ordinary maintenance intervention and costs carried out to date (a maintenance plan). If it covers one or more years that would be</p>	<p>There is no general maintenance plan for assets and facilities of Sofia Airport EAD. Support is allocated to directorates depending on the activities they perform.</p> <p>The building stock, machinery, facilities and installations are maintained according to the instructions of the respective manufacturers and in</p>

<p>helpful also. Lifecycle costs are those costs related to interventions for end-of life items; it would be useful to have a spreadsheet covering one or more years.</p>	<p>accordance with the applicable regulations, as well as with the approved costs according to the current business plan.</p> <p>The maintenance of the special building systems (including the surveillance facilities) of the terminal buildings of Sofia Airport is outsourced under contract with external companies, except for the systems described below.</p> <p>Maintenance of luggage systems on both terminals and gangways on Terminal 2 is carried out by the Specialized Airport Systems sector at the Airport Technology Department, the Airport Flight Assistance Division. Instructions for periodic maintenance have been developed for this purpose, tailored to the requirements of the baggage systems and gangways manufacturers.</p> <p>The maintenance of the flight noise monitoring and flight path monitoring system is performed in accordance with Contract No. 100-E-81 of 29.04.2015 (available for review in the electronic section of the Data Room - Annex 5.6.2.7, Annex 3.2). This includes: support and upgrading of the software; hardware maintenance, repair and replacement of defective components; diagnostics and testing of system terminals twice a year; in-place calibration of the measuring circuits of each terminal once a year.</p> <p>The Ground Service (GS) Division, together with the Division "Transport and Fuel and Lubricants (T and FL)", implements a program for checking the good operating order and maintenance of the aircraft handling equipment.</p> <p>The program aims to provide:</p> <ul style="list-style-type: none"> - Maintaining the operational suitability of the aircraft handling equipment
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- needed for the GS services;
- Only equipment that is in good operating order and in good condition to be used for ground service;
 - Taking timely and adequate measures in case of accidents and faults.

The maintenance intervals of the aircraft handling equipment are determined mainly based on the hours in motion of the given vehicle. When a certain number of hours in motion have been reached, the vehicle is sent to an auto-repair shop, where activities are performed in accordance with the specific operating instructions of the manufacturer. The control on the timely detection of the number of hours reached for further technical inspection (or servicing) is carried out by the department "Auto Service", T and FL Division. The data recorded during the fueling of the aircraft handling equipment, the records in the books of journey forms and the electronic database are used for this purpose. The time intervals for the maintenance activities are set in the electronic database.

Each unit, part of the aircraft handling equipment stock of "Sofia Airport" EAD, has a separate file containing records of all activities related to its periodic maintenance (*Maintenance worksheets*). The record storage period is at least two years. In addition to the completed maintenance worksheets, the file of each vehicle contains also *Maintenance Records* - a report containing the particulars for identification of carried out and upcoming maintenance activities. In completing the form of this document, the intervals and types of upcoming checks that the vehicle has to pass for a certain period are filled in. The duration differs, depending on the operational workload of the aircraft handling equipment. Upon reaching the number of hours in motion specified in this document for the next check, the corresponding maintenance activities are performed (including

the completion of the *Maintenance worksheet*). The date of each check, the exact motion timer readings at the time of carrying out the activities, the name and signature of the employee of the "Auto Service" department, the T and FL Division, responsible for the correctness of the maintenance actions performed are entered in the corresponding columns of the *Maintenance Record*. The data entered in the *Maintenance Record* must match the information given in the corresponding *Maintenance worksheet*. The Auto Service Department of the T and FL Division are in charge for keeping and storing the files with maintenance records.

Department of Auto Service - the department has a program "Auto Service", in which data is entered for all cars, aircraft service and special airport equipment, as well as data on all technical maintenance and repairs, where regular maintenance is carried out according to the technical guidelines for the specific vehicle.

Department of Fuel and Lubricants - for maintenance of fixed fuel collection and storage facilities, a technical workshop for daily intervention when needed. With a view to the specifics of the facilities, external specialized companies perform from time to time ongoing maintenance repairs.

The maintenance process that includes:

Spare parts for ALCATEL telephone exchange

Spare parts for computers, printers and monitors

Replacement of batteries for UPS Devices

Replacement of batteries for radio stations and telephones

Subscription support EVENTIS

		<p>is performed by the available technical staff and the funds are planned based on the previous year.</p> <p>Maintenance costs are not accounted for by individual assets or facilities.</p>
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