



ADDENDUM 1

ITB AP 58-20

BOB SIKES AIRPORT HANGAR & PARCEL LEASE

This addendum is to provide answers to questions asked by vendors and provide pre-proposal meeting minutes.

1. Would the Airport be willing to allow a yearly lease with multiple option years lease agreement? **There is no minimum or maximum lease term requirement in the RFP. The selection committee will rank the proposals based off answers to the criteria listed in the RFP.**
2. See attached for pre-proposal meeting minutes.

The opening date for this RFP remains October 20, 2020 at 3:00 PM CST.

Bob Sikes Airport - Hangar & Parcel Lease

Pre-Proposal Meeting and Site Visit: September 29, 2020

Emerald Coast Aviation, 5645 John Givens Road, Crestview, FL

2:00 p.m./Tele-conference and at site location

Minutes

Attendees: see attached sign in

Tracy Stage presented:

Bob Sikes Airport

The Bob Sikes Airport (FAA Identifier CEW) serves as one (1) of three (3) airports in Okaloosa County and serves both a general aviation airport, a defense and industrial aerospace development hub, and the home to large commercial and military aircraft modification and conversion companies due to its 8,004-foot runway and instrument landing system (ILS). The Airport is owned by Okaloosa County and operated by the Okaloosa County Board of Commissioners. CEW is currently an uncontrolled field with no active tower and reflects an ARC of C-IV, which will generally accommodate up to a Boeing 767. The single asphalt constructed runway at CEW is 17/35, which is 8,004 feet in length and 150 feet wide positioned in a general north to south direction. The runway is accompanied by a full-length parallel taxiway on the west side of the runway to provide easy access to the active areas of the airport. The runway is capable of handling aircraft up to 170,000 pounds in a double tandem wheel configuration. The Airport has approximately 48,600 operations annually with 92% of that being transient or local general aviation related.



The hangar is located at 5645 John Givens Road on the west side of Runway 17/35 at the Bob Sikes Airport (FAA Identifier CEW). The overall development is comprised of 2.04 acres (88,862 square feet) with a 19,565 square foot office/hangar building, approximately 18,500 square feet of paved apron airside of the building, and an asphalt paved parking lot accommodating 21 vehicles. The hangar building footprint encompasses 18,765 square feet, but there is an attached two-story office structure within the north end of the hangar containing 800 square feet on each floor. The facility and site improvements were built in 2011 and reflects a total width of 330 feet and useable depth of approximately 56 feet. The hangar is generally divided into two sections, with each accessed by a 100-foot wide and 27.5-foot high hangar door. The hangar reflects an NFPA 409 Group II Hangar Type II steel I-beam construction with uninsulated metal walls and ceiling with a sealed concrete floor with floor drains, high intensity fluorescent lighting, suspended gas heaters, a wet sprinkler system, four Big Ass fans, fire alarm system, Surgelocic surge protection system, and a 125 KW Kohler back-up generator (diesel powered). The west and south walls of the hangar have partial plexiglass panels to provide natural lighting in the hangar, and the rear of the hangar includes exhaust fans for cooling. Hangar doors are track style with HercuEze automatic openers. Within the northwest corner of the hangar there is an approximate 132 square foot area that includes men's and women's restrooms and a shower room. Within the north end of the building is a free-standing pre-engineered two-story attached office structure containing a total of 1,600 square feet (800 square feet per floor). It reflects a metal structure with through-the-wall heat pump units on each floor, with access to the upper level via a metal stairway. The lower level offers two small offices plus a larger meeting room, while the upper level is a single open room. Interior finishes reflect carpeted or vinyl floors, sheetrock or panelized wallboard, and acoustical tile ceilings with recessed fluorescent lighting. The unit is sprinklered with a waterflow pipe extending from the main hangar system. The west/airside of the building reflects approximately 18,500 square feet of paved apron along the entire span of the building. This area provides transition from the building to the adjoining 100,000 square foot preferential use paved ramp/apron (also built in 2011), as well as some landside outdoor storage area. The ramp area has previously accommodated up to four Boeing 767 aircraft simultaneously. These aircraft are also consistent with the Airport's C-IV Airport Reference Code. The leasehold also offers an asphalt paved parking lot on the north end of the building accessed from John Givens Road. The lot offers a total of 21 parking spaces, to include two handicapped spaces, with adequate ingress and egress. In addition, there is concrete block dumpster shield adjacent to the parking lot, as well as extensive perimeter security fencing surrounding the entire development that connects to the airside corners of the building.

19,600 SF OPEN BAY METAL HANGAR & 100,000 SF Apron



Developable Adjacent Parcel

A 13.50-acre parcel is directly West from the hangar and directly across John Givens Road. The permitted allowable impervious development consists of 10.72-acres that encompasses a completed stormwater retention facility. OBJECTIVES To enter into a long-term agreement with an aviation related business entity for the lease of hangar space and aircraft parking apron and future development of the adjoining land parcel.

Available Expansion



TERM

Ideally, the County wishes to have a term for up to a twenty (20) - year lease with renewal options. The proposal shall reflect the overall business plan and identified terms for both the hangar and the adjacent parcel. It is not mandatory for the proposal to include the adjacent parcel however, the proposal scoring criteria will account for additional weight for development anything on the available 10.72 acres to grow the business.

- Questions:
 - o add on possibilities? **Yes, they are available to the North and South ends of the property not the East or West ends.**

*Retention Pond -Already there/shovel ready

*Monument signage planned to make more visible to community

EVALUATION CRITERIA

The County intends to award a lease resulting from this Request for Proposal to the responsive and responsible Offeror whose proposal is determined to be the most advantageous to the County taking into consideration the evaluation factors set forth herein; however, the right is specifically reserved to reject any and all proposals. The County shall be the sole judge of whether or not a proposal meets the requirements of this Request for Proposal. Proposals will be reviewed and evaluated by the review committee based upon the evaluation factors which are listed below in the order of their relative importance: 1. What aviation related business will be accomplished in the hangar and on the aircraft parking apron? (25%). 2. What is the annual fee per square foot proposed for the hangar (includes vehicle parking and all areas within the hangar footprint) and annual fee per square foot proposed for the aircraft parking apron? (25%) 3. What is the proposed initial term and any renewals (e.g. time frames, CPI adjustments) on the overall lease? (20%) 4. How many monthly aircraft operations are expected and what type/s of aircraft? (15%) 5. What future development is proposed for the adjacent 10.72-acre parcel (if any)? If so, by what date will development be completed? (10%) 6. How many new jobs will be added to Okaloosa County and what is the average annual salary? (5%)

Questions: **None**

TimeLine – reviewed



REQUEST FOR PROPOSALS ("RFP") & RESPONDENT'S ACKNOWLEDGEMENT

RFP TITLE: Bob Sikes Airport Hangar & Parcel Lease	RFP NUMBER: RFP AP 58-20
ISSUE DATE:	September 14, 2020
PRE-PROPOSAL MEETING:	September 29, 2020 2:00 P.M. CDT
LAST DAY FOR QUESTIONS:	October 6, 2020 3:00 P.M. CDT
RFP OPENING DATE & TIME:	October 20, 2020 3:00 P.M. CDT

RFP TIME SCHEDULE

ACTIVITY	DATE (subject to change)
Advertise (30 days)	September 15, 2020
Pre-Proposal Meeting and Site Visit	September 29, 2020 2:00 P.M. CDT Via Tele-Conference
Questions from potential proposers due	October 6, 2020
Issue Addendum (if necessary)	October 8, 2020
Proposal Response Due	October 20, 2020 @ 3:00 P.M. CDT
Review Committee Meeting	Week of November 2, 2020
Short List Announcement	November 6, 2020
Oral Presentation/Demonstration with Responses	Week of November 16, 2020
Intent to Award	November 20, 2020
Board Approval by	December 15, 2020

All proposals should be addressed as follows:
Bob Sikes Airport Hangar & Lease
RFP AP 58-20
Okaloosa County Purchasing Department
5479A Old Bethel Road
Crestview, FL 32536

Ms. DeRita Mason
OC Purchasing
dmason@myokaloosa.com
850-651-5960

*Open to slide dates if needed due to Hurricane Sally delays

Meeting adjourned 2:23p

Tour of Site:

Questions:

- 1) Does the County own the building? **Correct.**
- 2) County open to getting rid of the office space inside the building, as it seems it takes up a lot of occupying space? **Should the proposer wish to remove the office facility, it will be done at their expense and relocated to a location designated by the Airport.**
- 3) Everything functional? **Yes – Mike Stenson replied.**
- 4) Any plan in future on Apron in front of hangar? **Mike Stenson answered that all of the Apron plan is new, and nothing more planned.**
- 5) Did Qwest lease extra Apron space down the hill **Quest was leasing Apron South of the terminal day after the tour.**

RFP - Pre-Proposal Meeting - Hangar and Parcel Lease

Tuesday, September 29, 2020, 2:00 PM @ Bob Sikes Airport ECA/Hangar

ATTENDEES

	NAME (Print)	ORGANIZATION	PHONE	EMAIL
1.	Patrick Gardner	Okaloosa County	850-826-0617	pgardner@myokaloosa.com
2.	Mike Stensw	"	850 611-7160	mstensw@myokaloosa.com
3.	DeLita Masam	Purchasing	850-689-5900	dlmasam@myokaloosa.com
4.	Joseph Burke	VSC	757.746.7461	Joe.Burke@vscglobal.com
5.	Tracy Stage	OCA	651-7160 x4	tstage@myokaloosa.com
6.	MARCEL BENOIT	S3/KBFS	850-398-8699	marcel.benoit@SSIINC.com
7.	DRAIN ANDERSON	IC	IC	IC
8.	Kay Beasley	OCA	580-0659	kbeasley@myokaloosa.com
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