



REQUEST FOR PROPOSALS

Hangar Lease and Operating Rights Agreement

October 2022

**Eastern Slope Regional Airport (IZG)
Fryeburg, Maine**

Advertisement

**Request for Proposals
Eastern Slope Airport Authority**

The Eastern Slope Airport Authority is seeking proposals for the lease and aviation related use of Hangar 3 at the Eastern Slopes Regional Airport (IZG), 210 Lyman Road, Fryeburg, Maine. This hangar, constructed in the 1960s, measures 65' x 60' and contains approximately 3,900 square feet, climate controlled space. 51' x 60' is aircraft storage space, two offices, and one large storage/ utility room. The building is heated using propane and heated and cooled in the classroom space with a heat pump. One electrically operated hangar door provides a total span of approximately 44' with a height of 11.5'.

Eastern Slope Regional Airport is a growing general aviation airport situated just miles from the border between New Hampshire and Maine, providing convenient access to the best of Vacationland and the Granite State. It features a 4,200' runway, fuel services for both 100LL and JetA, a charming terminal building, and many hangars including a large, brand new hangar for itinerant pilots. There are approximately 35 based aircraft and a waiting list for hangar space. Over \$2 million in airport infrastructure improvements have been made in the past two years and a \$4 million runway extension and parallel taxiway are scheduled to be completed by 2025.

Copies of the proposal packet may be viewed on the Airport's web site <https://easternslopeairport.com/> or will be mailed or emailed to interested bidders by contacting Airport Manager Allison Navia at anavia@sanfordmaine.org.

All proposals must be for aviation or aviation related use in accordance with the Airport's Minimum Standards policy, available to download on the Airport's website and upon request. The applicant is required to determine if the structure is suited for the intended use.

Inspections of the hangar are strongly recommended and may be arranged by calling David Cullinan, Airport Operations Manager @ 207-935-4711 or via email info@easternslopeairport.com.

Proposals will be accepted until Tuesday December 22, 2022 at 4:00 PM in the Airport Manager's Office at 9 Presidential Lane, Sanford, Maine 04073. Proposals received after this date may not be accepted.

REQUEST FOR PROPOSALS

Hangar Lease and Operating Rights Agreement

October 2022

Eastern Slope Regional Airport (IZG) Fryeburg, Maine

The Eastern Slope Airport Authority, operator and manager of the Eastern Slope Regional Airport, hereby issues this Request for Proposals (RFP) for the purpose of leasing Hangar 3 and entering into a commercial operating rights agreement for Fixed Base Operator Services in accordance with its Minimum Standards and Procedures for the Lease and Use of Property and Facilities, attached to this RFP in Exhibit A.

DESCRIPTION OF LEASED PREMISES

The facility to be leased is Hangar 3, sometimes referred to as the “Maintenance Hangar”. The hangar, built in the 1960s, is currently primarily used for itinerant aircraft storage and was previously used as an aircraft maintenance facility. The metal roof has “Fryeburg Maine” painted on it for pilots to see. The overall building is a single story measuring 65’ wide by 60’ deep and a floor plan is attached to this RFP in Exhibit B. The open, heated hangar bay measures approximately 51’ x 60’ (3,060 sq ft available). To the left side of the hangar space is split into two rooms: one currently used for a volunteer Aviation Academy classroom and the other used as airport storage. The ideal candidate to lease the entire space. One power operated one-piece hangar door opens to a span of approximately 44’ with a height of 11.5’. There are currently no bathrooms in the building; an agreement to either use the restrooms in the terminal building or install bathrooms may be required depending on the type of business proposed. The building is served by Central Maine Power electric, heated with propane, and on well water. All dimensions are approximate.

CONCEPT

Eastern Slope Regional Airport is a growing general aviation airport situated just miles from the border between New Hampshire and Maine, providing convenient access to the best of Vacationland and the Granite State. It features a 4,200’ runway, fuel services for both 100LL and JetA, a charming terminal building, and many hangars including a large, brand new hangar for itinerant pilots. There are approximately 35 based aircraft and a waiting list for hangar space. Over \$2 million in airport infrastructure improvements have been made in the past two years and a \$4 million runway extension and parallel taxiway are scheduled to be completed by 2025.

The Town of Fryeburg is the owner and sponsor of the Eastern Slope Regional Airport, IZG. The Eastern Slope Regional Airport Authority, hereinafter referred to as ESAA or “the Authority”, is

responsible for the management, operation and maintenance of the Airport. This responsibility is delegated in a lease with the Town of Fryeburg.

The point of contact for the Airport is the airport manager, Allison Navia. Email anavia@sanfordmaine.org or call 207-324-3172.

It is the intent of the Authority to make the Airport available for the use and benefit of the public and make it available to all types, kinds, and classes of aeronautical activity on reasonable terms and without unjust discrimination. The Airport Authority desires to lease its Hangar located on the west side of the airport. The lease process is open to the public and will be awarded to the most responsive, qualified proposal in terms of services offered and level of compensation to be paid the Authority.

CONTRACT TERM

The Authority intends to enter into a hangar lease and operating rights agreement with a qualified individual or company. The desired initial lease term would run until July 1, 2024 with an option to renew for a term to be negotiated and contingent upon the Authority renewing its lease with the Town of Fryeburg, which will not unreasonably be withheld. Shorter lease terms may be considered.

SEQUENCE OF EVENTS

If an individual or company desires to be considered as a candidate to lease the facility described for aviation use, it must submit sufficient evidence and documentation to support the company's ability to operate the Hangar. Thereafter, the Authority will rank the submissions as to the submitter's ability to contribute to the airport and to airport revenues. It will be the sole discretion of the Authority to determine and to accept or reject any submission, and to act in the best interest of the Airport. Specifically, the Authority does not intend to select a Tenant solely on proposed compensation levels. While that is a factor, issues of experience, reputation, the intended aviation use, and the applicant's financial capacity will be critical to the selection.

MINIMUM QUALIFICATIONS

Provide sufficient reference to detail that the individual or company has current, relevant experience and has the ability to furnish the services proposed by the company in accordance with the Airport's Minimum Standards.

PROPOSED CONTRACT PROVISIONS

- A. The individual or company selected in the manner described above will be expected, within a period of 60 days after notice of selection, to enter into a contract, which will contain at a minimum the following provisions:
- B. The Tenant will lease and maintain the building. All improvements required by Code or Fire Marshal for the applicant's intended use are the responsibility of the applicant.

- C. Applicant should note that the Hangar will be available in an “as-is” condition on the day it assumes custody of the building. No storage of flammable liquids other than in aircraft fuel tanks will be allowed. Subletting is authorized on a case-by-case basis with the written approval of the Airport Manager and execution of a separate Operating Rights Agreement between the sub-tenant and the Authority. All activities will comply with Airport Minimum Standards.
- D. The Tenant is encouraged but not required to conduct an analysis of the Hangar to determine if the Hangar is suitable for the uses proposed by the Tenant. Said analysis shall be paid for by the Tenant. Should such an analysis be conducted, a copy of the analysis shall be provided to the Authority at no cost.
- E. The Tenant will dispose of all waste including any hazardous waste generated as part of the Tenant’s performance hereunder in accordance with all applicable Town, State and Federal regulations.
- F. The Tenant will compensate the Authority for the use of the building.
- G. The Tenant shall provide at least the minimum levels of insurance prescribed in the “Minimum Standards” for a FBO of its type.
- H. The Authority shall not in any event be liable for any acts or omissions of the Tenant or of its agents.
- I. The Airport Manager or her designee shall have the right at all reasonable times to inspect the building and observe the performance of the Tenant to ensure compliance with the terms of the contract.
- J. The Tenant shall comply with all applicable non-discrimination provisions required by the United States of America and requirements consistent with FAA grant assurances.
- K. The Tenant will be expected to occupy the premises within 30 days of execution of the contract by both parties.

SUBMISSION OF QUALIFICATIONS

Interested parties are asked to submit an application form, Exhibit/ Appendix C, of the appended Airport Minimum Standards with all associated documents required of a Commercial Operator on or before Tuesday December 22, 2022 at 4:00 PM in the Airport Manager’s Office at 9 Presidential Lane, Sanford, Maine 04073. Proposals received after this date may not be accepted.

Submissions shall be a single copy of loose leaf paper (in order to facilitate copying) enclosed in an envelope clearly marked “PROPOSAL: FRYEBURG HANGAR”.

In addition to the application form and associated documents please complete and include the following page:

1. **NAME OF ENTITY:** _____
2. **TYPE OF FBO:** _____
3. Please indicate the maximum desired term of lease _____.
4. \$_____ per square foot monthly for approximately 3,900 square feet of building space. If less than 3,900 square feet is desired, attach an explanation.
5. _____% of Gross Revenue annually for revenues produced from all allowed aviation related activities.

Individuals or Companies not meeting the deadline will not be eligible for further consideration.

Please note that the Eastern Slope Airport Authority reserves the right to reject any or all Proposals, to waive all formalities in the Request for Proposals process, to evaluate Requests for Proposals, and otherwise to act as it deems to be in the best interest of the Eastern Slope Regional Airport. The Authority reserves the right to solicit additional information and/or documentation to substantiate each response and to make such other contacts as deemed necessary.

To the best of my knowledge, the information given herein in support of this proposal is true and correct and I understand that false or erroneous information will result in immediate disqualification of any firm. I understand that the Airport Authority reserves the right to reject any or all bids at any time.

BY: _____

DATE: _____

SIGNATURE: _____

PLEASE PRINT NAME: _____