

City of Fort Worth Aviation

NEW HANGAR DEVELOPMENT SOLICITATION

New Hangar Development

Parcel 4C

MEACHAM AIRPORT MID-FIELD REDEVELOPMENT PROJECT

City of Fort Worth Department of Aviation

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SOLICITATION ID: MEACHHGRDEV2082019

Prepared By: Department Of Aviation

Date: January 8, 2019

NEW HANGAR DEVELOPMENT SOLICITATION
City of Fort Worth Aviation - Texas

SOLICITATION ID: MEACHHGRDEV2082019

SOLICITATION RELEASE DATE: January 8, 2019

SUBMISSION DEADLINE: February 8, 2019, @ 2:00pm CST

QUESTION SUBMISSION DEADLINE: January 18, 2019, Close of Business

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I. INTRODUCTION:

The City of Fort Worth Department of Aviation (DOA), invites and welcomes proposals from qualified firms to fund, design and construct hangar facilities in the Mid-Field Redevelopment Area at Fort Worth Meacham International Airport (Airport). Please take the time to carefully read and become familiar with the proposal requirements. All proposals submitted for consideration must be received by **2:00 p.m. on Friday, February 8, 2019**.

Questions may be submitted by mail or email no later than **January 18, 2019** to:

SOLICITATION CONTACT NAME:	Anne-Marie Stowe
TELEPHONE NUMBER:	(817) 392-5415
EMAIL ADDRESS:	avi_meachamadmin@fortworthtexas.gov
CONTACT ADDRESS:	Meacham Administration Building 201 American Concourse, Suite 330 Fort Worth, Texas 76106

Online information resources:

www.meacham.com
<http://fortworthtexas.gov/aviation/>
www.hangarnetwork.com

When submitting Solicitation questions, please ensure the following is reference in the “Subject” field of the email:

“MEACHHGRDEV208109 SOLICITATION QUESTIONS – [Name of Proposer]”

II. PROJECT AND LOCATION:

A proposal is being requested for new hangar development which is or shall be located at Fort Worth Meacham International Airport, Fort Worth, Texas 76106.

III. AIRPORT INFORMATION AND MID-FIELD PROJECT TIME LINE:

The Airport is located 5.0 miles north of Downtown Fort Worth and 2.0 miles from the Fort Worth Stockyards. The Airport is owned and operated by The City of Fort Worth (CFW).

The Airport is certified Class-IV Part 139 Airport. The Airport is served by one concrete runway, (Runway 16/34; 7501 feet long x 150 feet wide), and one asphalt runway, (Runway 17/35 4,000 feet long x 75 feet wide). We have a 24hr FAA control tower and an Aircraft Rescue and Fire Fighting station (ARFF).

Airport construction is currently in progress with the Mid-Field Redevelopment Project. The project will demolish the existing infrastructure within the project’s scoped area and install new Taxiways, access road and major utilities lines. The project began in November of 2018 and construction will occur in multiple phases. The Southernmost taxiway (Taxiway-H) is estimated to take 5-6 months to complete. The 2nd more northern taxiway which also includes portions of Taxilane-G is scheduled to begin immediately after and take 10-12 months to complete. The estimated completion time to complete the access road and major utility lines is scheduled for the

end of 2019. This timeline is subject to change, pending the outcome of the phased construction schedule.

IV. PROJECT CONTACT INFORMATION:

The following individual(s) are the assigned contacts for the following:

For questions or information regarding Leasing requirements, contact:

Name: Anne-Marie Stowe
Title: Leasing Coordinator
Phone: (817) 392-5415
Email: anne-marie.stowe@fortworthtexas.gov

V. DEADLINE TO SUBMIT PROPOSAL:

Proposers shall submit no later than **2:00pm** CST on **February 8, 2019**, addressed regular surface mail or hand deliver to:

Anne-Marie Stowe
Leasing Coordinator
City of Fort Worth, Department of Aviation
201 American Concourse, Suite 330
Fort Worth, TX 76106

VI. SCHEDULED TIMELINE:

The following timeline has been established to ensure that our project objective is achieved; however, the following project timeline shall be subject to change when deemed necessary by management.

- ❖ **Questions Submission Deadline:** January 18, 2019, Close of Business
- ❖ **Proposals Due:** February 8, 2019 @ 2:00pm CST
- ❖ **Proposal Selection:** March 1, 2019

Reference Exhibit A, Midfield Development Parcel Map

VII. PROJECT SCOPE AND SPECIFICATIONS:

Meacham Airport is looking for interested hangar developers to lease and construct new hangars in the Mid-Field Redevelopment Area. The development submissions must meet the highest and best use for this area and the airport.

VIII. PROPOSAL REQUIREMENTS:

1. A refundable proposal fee is required and is due at the time the proposal is submitted. The proposal fee will be refunded to all respondent proposals that were not selected. The successful respondent has the option to apply the proposal fee to the new Ground Lease terms or elect to be reimbursed.

Refundable Proposal Fee..... **\$5,000.00**

2. One (1) original and two (2) copies of the proposal must be submitted in a sealed package with Proposer’s name, address, submittal date, and the words "MID-FIELD DEVELOPMENT

SUBMISSION” on the outside of the package. Submissions must be complete and must contain all of the information and documents required in this document. Proposals will become the property of City and will not be returned to Proposers.

3. Proposals shall be no more than thirty (30) pages in length inclusive of all attachments except financial statements.
4. Proposers are instructed not to add, delete, or alter any of the terms and conditions of these submission documents. If Proposer makes any changes to any of the documents, DOA may, in its sole discretion, reject the submission.
5. The DOA reserves the right to request additional or supplemental information or clarifications from proposers, to conduct such investigations as DOA considers appropriate with respect to the qualifications and capabilities of any proposal or information contained in any proposal. The DOA further reserves the right to reject any or all proposals, to modify or supplement or amend the square footage published in the Hangar Development Solicitation or the proposal process/schedule, to waive any informality, to negotiate with proposers, to cancel or reissue the solicitation, or advertise for new proposals.

Proposals received after the opening date and time will not be accepted and will be returned unopened.

IX. QUALIFICATIONS OF PROPOSERS:

To be considered for award, Proposers must submit their proposals by the deadline. Proposers must provide evidence that they are fully competent and that they have the necessary experience and capacity to fulfill Agreement requirements. Proposer must have, at a minimum, the following qualifications:

1. Proposer shall have a minimum of five (5) years successful, continuous, and recent experience in the operation and management or development of an aircraft hangar facility.
2. Proposer must demonstrate financial responsibility. Proposer shall submit the past three (3) years of financial statements prepared in accordance with generally accepted accounting principles and with an independent CPA's statement attached. Any existing debt or previous default on an Agreement with City may be cause for immediate rejection of the proposal. Any failure to fulfill the previous provisions of any previous Agreement with City may be cause for rejection of the proposal and disqualification of the Proposer.
3. Proposer must demonstrate, at City's sole determination, a net worth sufficient to sustain the business operations required to be performed and maintained pursuant to Agreement requirements.
4. Proposer must be qualified and licensed to conduct business in the state of Texas. If not qualified and licensed, Proposer must confirm in writing that, if selected, such licensing will be obtained within thirty (30) days following notice of selection.

X. PROJECT PROPOSAL EXPECTATIONS:

The DOA shall award the contract to the proposal that best accommodates the various project requirements. The DOA reserves the right to award any contract prior to the proposal deadline stated within the "Scheduled Timeline" or prior to the receipt of all proposals, award the contract to more than one Proposer, and refuse any proposal or contract without obligation to either City of Fort Worth Aviation or to any Proposer offering or submitting a proposal.

All of the information requested below must be included in Proposer's submission. Proposers are requested to respond in full, narrative form and to include charts or other illustrations as appropriate. Responses are to be given in the same order as the inquiries, and each inquiry is to be restated prior to its response. Omission, inaccuracy, misstatement, or failure to respond may be cause to reject the proposal.

If you are interested in a large multi-hangar facility that requires multiple parcels, please identify that on your submission documents including the specific parcels.

1. Proposed Hangar Preliminary Design, Layout and Appearance:

Submit a detailed proposal using the Aviation Development Guidelines and Aviation Minimum Standards including:

- a) An initial, yet comprehensive proposed preliminary design of the hangar facility.
- b) A layout showing the location of the hangar within the parcel, aircraft apron, connector taxiway to primary taxiway, vehicle parking, landscaping, dumpster containment.
- c) A visual conception of the proposed facility.

2. Type of Hangar and Operation:

- a) Proposer must demonstrate what type of activity the hangar is being built to accommodate and what type of operations will occur within the facility. We are looking for facilities that meet Meacham Airport's requirement for the highest and best use.

3. Experience and Financial Stability:

- a) Proposal must include the following:
 - 3.1.1 Business and individual background information.
 - 3.1.2 Business plan.
 - 3.1.3 Demonstration of financial strength and stability to include:
 - 3.1.3.1 A demonstrated financial capacity to initiate the proposed development and provide working capital.
 - 3.1.3.2 A statement of financial responsibility from a qualified financial institution or from such other source as may be readily verified through normal channels.
 - 3.1.3.3 A three (3) year historical financial (profit and loss) statement.
 - 3.1.3.4 A three (3) year historical balance sheet.
 - 3.1.3.5 A five (5) year financial (profit and loss) projection.
 - 3.1.3.6 A cash flow statement.

4. Ability to Meet Development Requirements:
 - a) Proposals must demonstrate what steps it will take to ensure it meets the requirements as set forth by the City of Fort Worth and in the Meacham Aviation Development Guidelines.
 - b) Proposals must demonstrate how the Proposer intends to go “above and beyond” the minimum development requirements.

Meacham is a professional corporate airport that strives for excellence. We are looking for high quality developments that will meet and continue with this excellence.

Reference Exhibit B, Aviation Development Guide
Reference Exhibit C, Aviation Minimum Standards

XI. PROPOSAL SELECTION CRITERIA:

Submissions meeting the Minimum Qualifications shall go on to be evaluated based on the criteria below.

Award will be made to Proposer who, in DOA’s sole judgment, is most responsive in meeting the airport requirements for this development area. The evaluation criteria include the following:

1. Proposed Hangar Preliminary Design, Layout and Appearance:
 - a. The overall quality of Proposer’s organization as it relates to performing the proposed services.
 - b. Comprehensiveness of Proposer’s hangar facility proposal.
 - c. Demonstration by Proposer that their facility meets the highest and best standard for the airport.
2. Type of Hangar and Operation:
 - a. Proposer has demonstrated the ability, capacity, and skill to design and build a high quality hangar facility.
 - b. Proposer has demonstrated past business development history and business plan.
 - c. Proposer has demonstrated the ability to have the necessary capital to design and construct a new hangar facility.
3. Experience and Financial Stability:
 - a. The extent and quality of Proposer’s financial and business references.
 - b. Proposer’s organizational structure.
 - c. Proposer’s demonstration of financial good standing.
 - d. Proposed Investment.
4. Ability to Meet Development Requirements:
 - a. Comprehensiveness of proposal as it related to the Aviation Development Guidelines.
 - b. Demonstrated ability to go above and beyond the minimum development requirements.

XII. SCORING MATRIX:
FACTOR

WEIGHT

Proposed Hangar Design, Layout and Appearance	30%
Type of Hangar and Operation	30%
Experience and Financial Stability	20%
Ability to Meet or Exceed Development Requirements	20%

XIII. PROPOSAL SUBMISSION FORMAT

The following is a list of information that the Proposer should include in their proposal submission:

Summary of Proposer Background

- Proposer’s Name(s)
- Proposer’s Address
- Proposer’s Contact Information (and preferred method of communication)
- Legal Form of Proposer (e.g. sole proprietor, partnership, corporation)
- Date Proposer’s Company Formed
- Description of Proposer’s company in terms of size, range and types of services offered and clientele
- Proposer’s principal officers (e.g. President, Chairman, Vice President(s), Secretary, Chief Operating Officer, Chief Financial Officer, General Managers) and length of time each officer has performed in his/her field of expertise
- Proposer’s Federal Employee Identification Number (FEIN)
- Evidence of legal authority to conduct business in Texas (e.g. business license number).
- Evidence of established track record for providing services and/or deliverables that are the subject of this proposal

Proposer agrees that the DOA may contact all submitted references to obtain any and all information regarding Proposer’s performance.

XIV. SOLICITATION EXHIBITS:

Exhibit A.....	Midfield Redevelopment Parcel Map
Exhibit B.....	Aviation Development Guide
Exhibit C.....	Aviation Minimum Standards
Exhibit D.....	Minimum Insurance Requirements
Exhibit E.....	Sample Ground Lease Agreement

IMPORTANT NOTE: *The provisions of the Ground Lease Agreement are non-negotiable. Any attempt to revise or remove existing language can impede the City’s ability to successfully enter into an Agreement.*