

MIDDLE GEORGIA REGIONAL AIRPORT

Versatile Hangar and Complex Facilities Supporting Diverse Industries



PROPOSAL SOLICITATION 24-016-LH

The Leasing of Hangar Space at Middle Georgia Regional Airport

Issued: March 13, 2024

Proposals Due: April 18th, 2024, 12:00PM EST

Middle Georgia Regional Airport
1000 Terminal Drive, Suite 100
Macon, GA 31216

**Macon-Bibb County Middle Georgia Regional Airport
Proposal Solicitation
Exclusive Hangar/ Complex**

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I. INVITATION

REQUEST FOR PROPOSAL

The Middle Georgia Regional Airport (MCN) is seeking proposals from aviation focused individuals and/or businesses (“Proposers”) interested in leasing exclusive rights to the defined complex which includes hangar space, office space, and storage space available beginning June 1, 2024. These instructions are not intended to completely define the proposed contractual relationship between the Proposer and Macon-Bibb County (“COUNTY”), but rather provide direct information necessary for completing the proposal package.

The County will receive sealed bids in the Procurement Department, Suite 308, Macon-Bibb Government Center, 700 Poplar Street, Macon, Georgia 31201, until 12:00PM EST on Thursday, April 18, 2024. Respondents to this solicitation shall provide the **Original Proposal and 3 Copies along with Flash Drive**. No proposals will be accepted after this designated time. Proposals will be publicly opened in the Macon-Bibb County Procurement Department Conference Room on Thursday, April 18, 2024, at 2:00 pm. at 700 Poplar Street, Suite 308, 3rd Floor, Macon, Georgia 31201.

NO LATE RESPONSES WILL BE CONSIDERED

The deadline to submit questions is Friday, March 29, 2024, by 3:00 p.m. Questions must be emailed to lhardwick@maconbibb.us

A pre-bid conference is scheduled for 10:00 o’clock a.m., March 27, 2024, at Middle Georgia Regional Airport, 1000 Terminal Drive, Suite 100, Macon, GA 31216. This pre-bid is non-mandatory. Social distancing measures will be strictly enforced.

Technical Proposal and Cost Proposal should be submitted in separate envelopes.

Responses must be sealed and identified on the outside of the package as and delivered to

24-017-LH, The Leasing of Hangar Space at Middle Georgia Regional Airport

Macon-Bibb County Procurement Department
700 Poplar Street
Suite 308
Macon, Georgia 31201

Submissions may not be withdrawn for a period of one hundred and twenty (120) days after the deadline on date of closing. Macon- Bibb reserves the right to reject any and all submissions and to waive technicalities and formalities. Respondents shall carefully read the information contained herein and submit a complete response to all requirements and questions as directed. Submittals and any other information submitted by in response to the RFP shall become the property of Macon-Bibb County.

II. GENERAL INFORMATION

2.1 GEOGRAPHICAL INFORMATION

Macon-Bibb County (MBC) is located roughly 85 miles southeast of Atlanta, Georgia and 167 miles northwest of Savannah. It is situated in the center of the state – hence the nickname “The Heart of Georgia.” Macon is home to two airports, the Middle Georgia Regional Airport (MCN) and the Macon Downtown Airport. Collectively, the MBC airports generate over \$160,000,000 of total economic activity and serve as productive economic engines for the Middle Georgia Region.

The Middle Georgia Regional Airport is conveniently located less than 12 miles from downtown Macon, with easy access to I-75 and I-16. The airport’s location is attractive for cargo operations and was identified as such in a recent study conducted by the Georgia Department of Transportation (GDOT).

2.2 AIRPORT BACKGROUND

MCN has been Middle Georgia’s commercial service airport since 1947. The airport was a busy regional airport pre-deregulation with over 100,000 passengers. However, the number of enplanements declined for over 30 years to its lowest number of 843 in 2012. Subsequently, upon establishing service with Contour airlines, passenger enplanements have been on the rise. In 2019, MCN had 17,109 enplanements which is the highest level since 2004. MCN also works with two major gaming operators that host charter flights to their properties. Atlantic City, NJ, Gulfport, MS, and Laughlin, NV are their most common destinations. Additionally, the airport recently secured an MRG which may help attract an Ultra Low-Cost Carrier (ULCC) in the future.

In October 2023, Macon-Bibb County acquired the remaining lease of the previous FBO. Recognizing the crucial role that an FBO plays at an airport, MBC gained greater control over this asset. MBC intends to strategically utilize the FBO, now being operated by the County as High Note Aviation, to not only retain aviation-related industries at the airport but also to foster the growth of businesses operating on or near the airport premises.

2.3 CURRENT PROGRAMS

The Middle Georgia Regional Airport accommodates a variety of aviation-related activities that include commercial service, MRO, corporate/business jet, and recreational flying. The Airport is currently served by Contour Airlines, who offers daily, roundtrip service to Baltimore-Washington International Airport (BWI). Current data on operational usage can be found in [Appendix A](#).

Maintenance Repair and Overhaul has been and continues to be a strength of the airport. The airport is home to four major facilities which have housed MRO industry leaders over the years. We expect this sector of the industry to continue to thrive at the airport as there are promising opportunities ahead.

2.4 FACILITY INFORMATION

MCN is owned and operated by Macon-Bibb County and is 1,149 square acres . The Airport has two runways; the primary runway is 5/23 and is 6,501 x 150 feet and the secondary runway is 14/32 and is 5,000 x 100 feet.

The terminal facility includes approximately 25,000 square feet of enclosed space and consists of airline counters, lobby and waiting areas, passenger screening, restrooms, vending, concessions, baggage claim, three rental car counters, Macon-Bibb County Sheriff’s Office Airport Precinct, and the Airport Administrative Offices.

The North Hangar encompasses a total area of 37,875 square feet, In addition, this hangar comes with 17,420 square feet of ramp space. This hangar is equipped with doors measuring 39 feet in height and 150 feet in width, facilitating the accommodation of a diverse range of aircraft. This complex also includes two aviation maintenance platforms, enhancing the operational capabilities for aviation maintenance and related activities.

The South Hangar offers a total of 21,300 square feet of hangar space with an additional 58,400 square feet of ramp space, providing ample room for aircraft storage and related activities. The hangar door stands at a height of 27 feet and spans a width of 150 feet, ensuring accessibility for various types of aircraft. Additionally, there is 22,645 square feet of office space and back-shops within both hangars. This presents opportunities for diverse usage, including training rooms, offices, breakrooms, and storage spaces.

Additional Facility Features include the following amenities:

- Storage: The facility includes dedicated storage spaces to accommodate equipment, tools, and other necessary items.
- Parking: 76 parking spaces are available to meet the needs of operators and users.
- Office/Meeting Space: Beyond the specific hangar spaces, the facility provides office and meeting spaces that can be utilized for administrative purposes, meetings, and related activities.

Detailed drawings of the facilities can be found in [Appendix B](#).

2.5 TOURS

If any Proposer wishes to view the hangar, they may schedule a tour with the Airport. All questions must be recorded and dispersed as an addendum. Questions may be submitted as indicated in the following section: [4.4 COUNTY CONTACT](#).

III. INSTRUCTIONS TO RESPONDENTS

3.1 INTRODUCTION

The Middle Georgia Regional Airport (MCN) is seeking proposals from aviation focused individuals and/or businesses (“Proposers”) interested in leasing exclusive rights to the defined complex which includes hangar space, office space, and storage space.

3.2 RESPONSIBILITY FOR PROPOSAL

Each Respondent is responsible for carefully examining the terms and conditions set forth in this Request for Proposals, for inspecting the hangar, and for otherwise judging for itself all the circumstances and conditions affecting the Respondent’s Proposal. Submission of a Proposal shall be conclusive evidence that the Respondent has made such examinations and investigations. Failure on the part of the Respondent to make such examination and to investigate fully and thoroughly shall not be grounds for any declaration that the Respondent did not understand the conditions of the RFP.

3.3 PROPOSAL SUBMITTAL

Respondents shall abide by all the procedures set forth in the Request for Proposals in the preparation and submission of their Proposal. Each Respondent must include one unbound original and one digital copy of the Proposal. Mail or deliver this material to:

Procurement Department, Suite 308
Macon-Bibb City Hall
700 Poplar Street
Macon, Georgia 31201

3.4 PROPOSAL DEADLINE

Proposals must be received at the address provided in Section 3.3 herein no later than Thursday, April 18, 2024, by 12 p.m. EDT.

3.5 PROPOSAL CRITERIA

A successful proposal will be required to include the following information:

1. Background information of business and intended use of the facilities
 - a. Scope of service
 - b. Number of current or projected employees
 - c. Lists of current business operations at other facilities if applicable
2. Pricing information – the minimum bid must meet fair market price at the time of proposal evaluation
 - a. Bid Form – Attached in [Appendix C](#).
 - b. Proposed minimum fuel purchase (monthly)
 - c. Price per sq. ft. (monthly)
3. Term of proposed lease (minimum 5 years, extended term negotiable)

4. Ability to generate economic impact that serves the best interest of the airport and the community.
5. Annual Report and/or audited Financial Statements for past two years
6. Resumes of proposed local management personnel
7. If the entity submitting bid is a corporation, a Vote of Corporate Authorization, certifying the corporate capacity and COUNTY of the party signing the bid on behalf of the corporation
8. List of any performance-related claims or litigation against the Bidder by client airports or municipalities for the past five (5) years
9. Completed attachments listed below as applicable:
 - a. Bidder Qualification Form
 - b. Financial and Legal Stability Statement
 - c. Insurability Statement
 - d. Debarment Certificate
 - e. Non-Collusion Affidavit
 - f. Vendor Application ([Appendix D](#))
 - g. W-9

3.6 MINIMUM OPERATIONAL REQUIREMENTS

Each respondent must agree to follow the Airport’s security plan which is subject to periodic updates.

3.7 SBE/DBE

The COUNTY is committed to promoting the development of small business enterprises (SBE) and disadvantaged business enterprises (DBE) in this area. All SBE and DBEs are encouraged to participate in this RFP process and the COUNTY agrees to comply with all applicable federal, state and local laws, including the Civil Rights Act of 1964 as amended.

IV. POST-SUBMITTAL EVENTS

4.1 EVALUATION OF PROPOSALS

The COUNTY will use evaluation criteria it judges most appropriate to the review process and the relative importance of this criteria will be determined at the sole discretion of the COUNTY. No Respondent shall have any cause of action against the COUNTY arising out of a failure to secure an agreement with the COUNTY, failure by COUNTY to consider a Respondent's Proposal or the methods by which the COUNTY evaluated Proposals received. The selection of the prospective Operator and the decision to engage in negotiations with that Operator shall be at the sole discretion of the COUNTY.

The COUNTY intends to enter into an Agreement with selected Operator whose Proposal(s), in the sole judgment of COUNTY, is advantageous to COUNTY and users of the Airport. The COUNTY reserves the right 1) to accept the Operator it deems most suitable and beneficial, 2) to reject any or all Proposals for any reason, and 3) to waive any of the requirements of the Proposal procedures explained in this document. The COUNTY reserves the right to retain all copies of Proposals submitted by prospective Respondents.

4.2 PROPOSAL SELECTION

The COUNTY intends to select a Proposer to lease the complex facilities at the Airport but reserves the right to accept none of the Proposals, to negotiate for modification of any Proposal with the mutual consent of the Proposer, to accept the Proposal which, in the judgment of the COUNTY, shall be deemed the most advantageous to the COUNTY, and/or to proceed in any other manner deemed to be in the COUNTY's best interest.

SCORING (total possible number of points = 100)

Proposed Project Use - Maximum 35 Points

Project Approach- Maximum 30 Points

Financial Capability- Maximum 35 Points

Award Basis:

Award will be recommended to the respondent with the highest number points.

In addition to the minimum evaluation and scoring criteria listed above and below, all bids shall be evaluated on, but not limited to, the following:

- Completeness of the Proposal
- Ability to successfully and efficiently execute a plan to make the business operational including completing necessary improvements
- References
- Ability to maintain good management skills, management accountability, and protection of assets
- Responsiveness to the criteria, terms and conditions contained in the solicitation, and attachments
- Ability to work in harmony with the goal of a long-term, mutually beneficial, relationship between the Airport and the selected Proposer

4.3 NOTICE OF ACCEPTANCE OF PROPOSAL

Upon the COUNTY's selection of a Proposal, the selected Proposer will be notified not later than Wednesday, May 15, 2024, by telephone or email, of the selection. Should the selected Proposer fail or refuse to so perform, the COUNTY reserves the right and shall be free to revoke such selection. The selected Proposer will enter into an Agreement with the COUNTY. The Proposer and COUNTY will schedule a meeting to discuss the Agreement, if necessary.

4.4 COUNTY CONTACT

Inquiries on all matters pertaining to this RFP or the process should be directed to:

Laura Hardwick
Procurement Director
700 Poplar Street
Suite 308, 3rd Floor
Macon, GA 31201
Lhardwick@maconbibb.us

V. APPENDIX

A. CURRENT USAGE METRICS

A.1 PASSENGER STATISTICS AND AIRLINE INFORMATION

Table 1 below indicates the total amount of enplaned, deplaned, and movement of passengers at Middle Georgia Regional Airport, for years 2021-2023.

Middle Georgia Regional Airport Passenger Statistics			
	2021	2022	2023
Total Enplanements	14,176	14,881	16,370

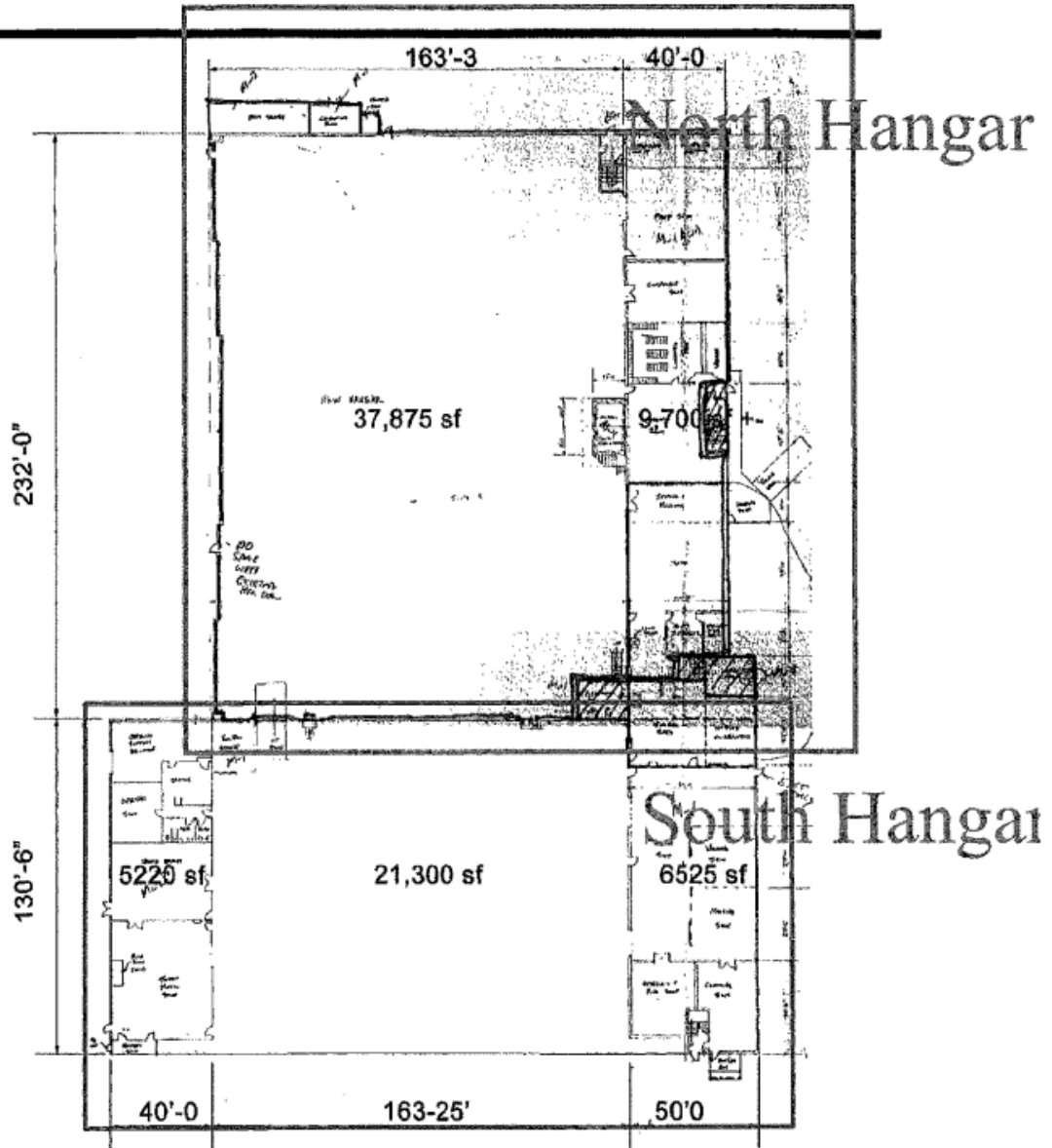
Contour Airlines is the primary air carrier for Middle Georgia Regional Airport (MCN), providing daily air service to Baltimore-Washington International Airport (BWI). Middle Georgia Regional Airport also receives public charter flights for Sun Country Airlines on a monthly or seasonal basis. Table 2 indicates Contour Airlines daily flight schedule as of February 2024.

A.2 SAMPLE AIRLINE SCHEDULE

Contour Airlines Schedule February 2024		
Thursday	MCN-BWI	7:00am-8:55am
	BWI-MCN	9:30am-11:40pm
	MCN-BWI	2:45pm-4:40pm
	BWI-MCN	5:15pm-7:25pm
Friday	MCN-BWI	7:00am-8:55am
	BWI-MCN	9:30am-11:40am
	MCN-BWI	2:45pm-4:40pm
	BWI-MCN	5:15pm-7:25pm
Saturday	MCN-BWI	9:15am-11:10am
	BWI-MCN	11:45pm-1:55pm
Sunday	MCN-BWI	9:15am-11:10am
	BWI-MCN	11:45pm-1:55pm
	MCN-BWI	2:45pm-4:40pm
	BWI-MCN	5:15pm-7:25pm
Monday	MCN-BWI	7:00am-8:55am
	BWI-MCN	9:30am-11:40am
	MCN-BWI	2:45pm-4:40pm
	BWI-MCN	5:15pm-7:25pm
Tuesday	MCN-BWI	8:45am-10:40am
	BWI-MCN	3:00pm-5:10pm
Wednesday	MCN-BWI	7:00am-8:55am
	BWI-MCN	9:30am-11:40am
	MCN-BWI	2:45pm-4:40pm
	BWI-MCN	5:15pm-7:25pm

B. FACILITIES

B.1 PREMISES



B.2 PARKING LOT



B.3 RAMP PARKING



C. BID FORM

BID FORM

Macon-Bibb County Board of Commissioners
Laura Hardwick, Procurement Director
Macon-Bibb County, Procurement Dept.
700 Poplar Street, Suite 308
Macon, Georgia 31201
DATE: _____

RE: The Leasing of Hangar Space at Middle Georgia Regional Airport

1. We have examined the Bid Package, related documents and the site of the proposed Work, and are familiar with all the conditions surrounding this project, and hereby submit this Bid to provide the services described in the Bid Package.

2. ADDENDUM RECEIPT:

a. We acknowledge our responsibility to ensure that all addenda have been received prior to the submission of a bid.

b. Bidder acknowledges receipt of the following addenda:

Addendum No._Dated __ Addendum No._Dated____
_____ Addendum No._Dated_____

3. We agree to commence actual physical work on site, with an adequate force and equipment within the timeframe presented in the specifications and to complete fully all work within the stated timeframe following notice to proceed.

4. We agree that this bid may not be revoked or withdrawn after the time set for the opening of bids and shall remain open for acceptance for a period of sixty (60) days following such time.

5. In case of written notification by mail, telegraph, or delivery of the acceptance of this bid within sixty (60) days after the time set for the opening of bids, the undersigned agrees to execute within ten (10) days a Contract for the Work.

6. Enclosed herewith is a Bid Bond in the amount of five-percent (5%) of the Bid. We agree that the above stated amount is the proper measure of liquidated damages that the County will sustain by the failure of the undersigned to execute the Contract.

7. If this bid is accepted within sixty (60) days after the date set for the opening of bids and we fail to execute the Contract within ten (10) days after written notice of such acceptance, the obligation of the bond will remain in full force and affect and the money payable thereon shall be paid into the funds of the County as liquidated damages for such failure; otherwise, the obligation of the bond will be null and void.

8. We hereby certify that we have not, nor has any member of the firm(s) or corporation(s), either directly or indirectly, entered into any agreement, participated in any collusion, or otherwise taken any action in restraint of free competitive bidding in connection with this submitted bid.

1. We understand the total bid price listed below to be inclusive of all materials, labor, equipment, and other provisions necessary to provide the services in accordance with the associated Bid Package.

D. VENDOR AGREEMENT

Registering Online:

If you wish to register online, please click the link below to complete the vendor application package. It is not necessary to email any documents if you use the link provided. Once the on-line documents are completed, uploaded, and submitted, the online system will automatically transmit documents to the Procurement Department. Upon approval, the procurement team will notify you via email with a vendor number.

<https://www.maconbibb.us/procurement/vendor-application-package/>.

Registering by Email:

If you prefer to download the vendor application package and complete the documents offline, please click the link below:

<https://www.maconbibb.us/wp-content/uploads/2023/09/MACON-BIBB-County-Vendor-Application-Required-Documents-Package.pdf>

Upon completion of the vendor package, the documents can be emailed to procurement@maconbibb.us. Once the completed vendor application is received, the procurement team will process your request and contact you via email with a vendor number.

If your business is located in Bibb County, please include a copy of your current Business License. It is very important the **E-Verify Form** is signed and notarized before returning to our department. Additionally, if your business is a **Not for Profit/Non-Profit Organization, please include a copy of your 501-3C letter from the IRS noting approval of the Non-Profit Status.**