



TO: Vendors

FROM: Tom Cizauskas - Purchasing Manager

Subject: Addendum 3 – RFP 1013

Date: 9/27/18

NOTE:

The Following Inquiries and Responses are provided for information:

1. With many of the local flight departments having self-fueling rights, is your intent to create options for the FBO to support not only transient and based GA customers but to also be able to fuel commercial airlines?
 - a. The Authority does not limit the customers for whose business the successful proposer may compete. The successful proposer may compete to offer fueling services to commercial airlines, provided the successful proposer meets all applicable minimum standards. The Authority has no knowledge of commercial airlines' fueling arrangements or requirements with the existing service provider.
2. Is Signature Flight Support currently the sole fuel and fuel services provider at the airport?
 - a. Currently, Signature Flight Support is the only authorized commercial fueling service provider on the airport.
3. Who is currently performing into-plane services for commercial airlines? Is this part of the scope of the offer?
 - a. Currently, Signature Flight Support is the only authorized commercial fueling service provider on the airport. Additionally, the Authority has no knowledge of commercial airlines' fueling arrangements or requirements. The decision to acquire fuel from a particular service provider is made by each individual carrier.
4. Are there any restrictions or preferences as it pertains to the fueling of commercial airlines?
 - a. The Authority does not limit the customers for whose business the successful proposer may compete. The successful proposer may compete to offer fueling services to commercial airlines, provided the successful proposer meets all applicable minimum standards. The Authority has no knowledge of commercial airlines' fueling arrangements or requirements with the existing service.
5. We can see that it is envisaged for the new FBO to build a new fuel farm? Who owns and operates the current fuel farm? What is the current capacity and what capacity would like to be added?
 - a. The Authority has two designated fuel farm locations: The "*West Fuel Farm*" and the "*East Fuel Farm*". Numerous operators currently lease space from the Authority within the "*West Fuel Farm*" for their fueling operations, including Signature Flight Support and various local flight departments conducting self-fueling operations. A list of current fuel farm operators can be found under **ATTACHMENT A – Fuel Farm Operators**. The second fuel farm ("*East Fuel Farm*") has been designated for development; however, there are currently no users on the site.
 - b. The Authority does not have an opinion on the capacity that should be added by the successful proposer, other than as required by the airport's minimum standards. Respondents are encouraged to do their own research as to discern the needs for fueling on the airport now and into the future, but must comply with all applicable airport minimum standards.

6. Do you as the airport charge any flowage fees for either general or commercial aviation fueling? If not, do you envisage doing so?
 - a. As of September 24th, 2018, the Authority's fuel flowage fee was \$.085 per gallon for both aviation gasoline (100LL) and jet fuel.

7. Is there a predefined structure that should be used in the proposal for Rents and Fees?
 - a. The Authority has no predefined structure for proposed rents and fees and encourages respondents to propose rents and fees based upon their business structure. All proposed rents and fees must comply with FAA regulatory requirements as set out in the *Airport Compliance Manual*, FAA Order 5190.6B (Sept. 2009) and *Policy Regarding the Establishment of Airport Rates and Charges*, https://www.faa.gov/airports/airport_compliance/.

8. What are your projections for future aviation traffic across the general and commercial aviation space?
 - a. The Authority does not maintain traffic projections for the general and/or commercial aviation sectors as requested, and makes no representations or warranties as to the accuracy or likelihood of such projections that may be available from any other source.

9. What other airports in the area are you competing with at this moment? What will differentiate you?
 - a. Proposers are encouraged to do their own research beyond what was provided within the RFP.

10. Are we able to submit the RFP for any location other than site 4?
 - a. This RFP requests proposals for the development of an FBO at Site 4. Other submissions may be deemed non-responsive to the RFP.

11. What are the airports current fees for land rent psf, flow fees, landing fees and any other fees paid to the airport authority?
 - a. All land rents are subject to negotiation.
 - b. As of September 24th, 2018, the Authority's fuel flowage fee was \$.085 per gallon.
 - c. Landing fee schedule:
 - i. **Scheduled** = \$2.98 per 1,000 lbs.
 - ii. **Non-Scheduled** = \$3.73 per 1,000 lbs.
 - iii. **Transitional/Training Scheduled** = \$1.70 per 1,000 lbs.
 - iv. **Transitional/Training Non-Scheduled** = \$2.13 per 1,000 lbs.

12. Is the airport authority building and paying for the ramp?
 - a. As a part of this RFP, the Authority is not planning to build and/or fund buildings or ramp spaces.

13. Are there any environmental reports for the site?

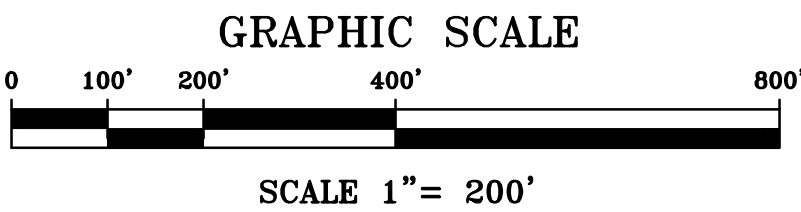
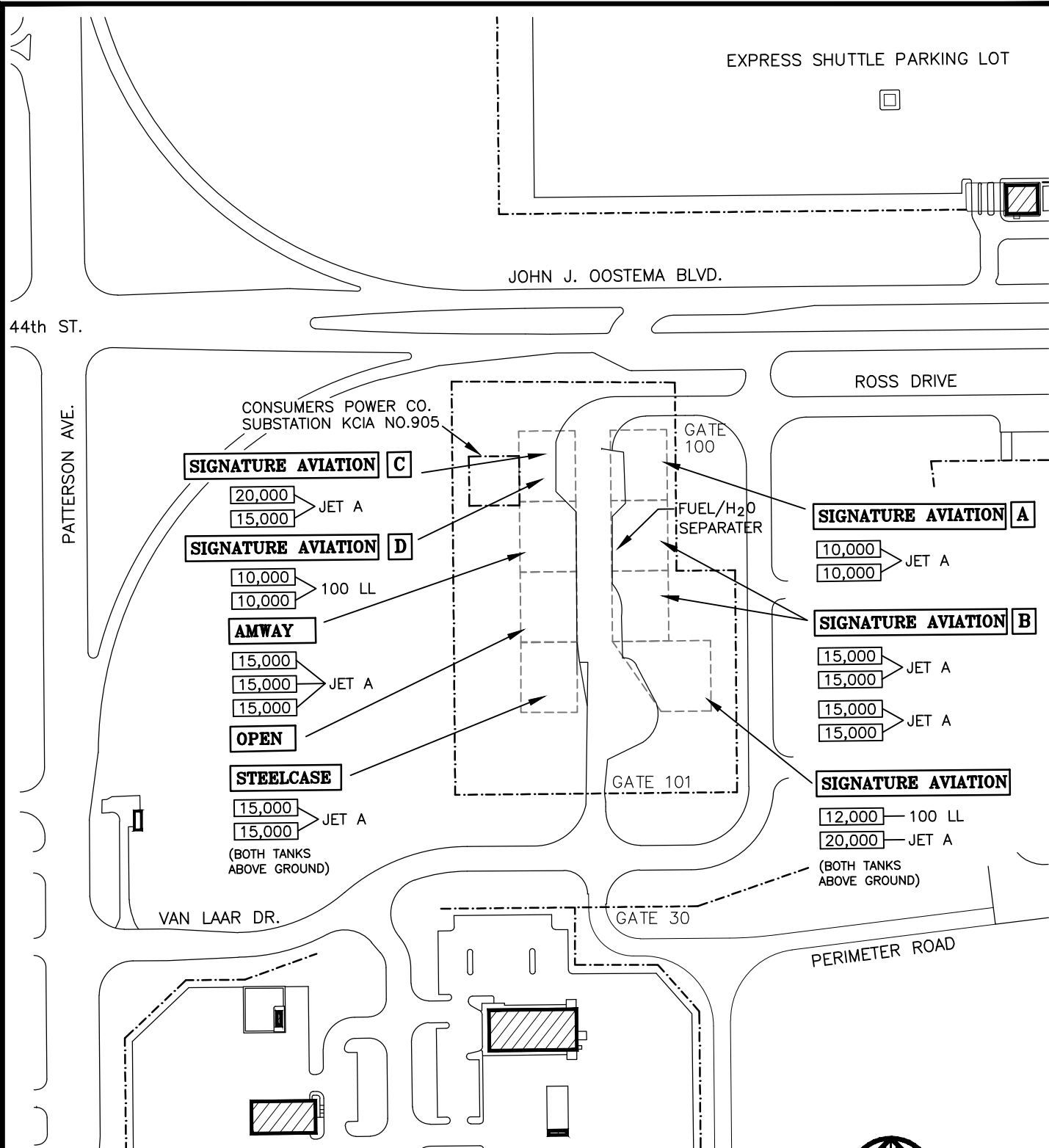
- a. As a pre-developed site, there are no known environmental constraints at this time. It is the responsibility of the successful proposer to perform any site investigations and exploratory work to determine existing conditions.
14. Page 8 of the RFP requires respondents provide past two years financial statements. If the responding entity is a closely held private company that does not release financials, can the entity provide a “financial parameters letter” from its auditing firm that speaks to revenue, debt to equity and working capital ratios in lieu of financials?
 - a. The RFP requires that all respondents provide two years of financial statements. Any submissions missing a requested item may be found non-compliant.
15. Please provide term (years) and rental rates per SF of the existing FBO and corporate hangar operations.
 - a. The Authority will not disclose the terms of tenant’s existing leases or other arrangements within the scope of this Q&A session. Respondents may wish to consider filing a request under the Freedom of Information Act (FOIA). Instructions for submitting a FOIA request can be found on the Authority’s website, or by [clicking here](#).
16. Copy of the current FBO operator(s) lease(s) and any Amendments.
 - a. The Authority will not disclose the terms of tenant’s existing leases or other arrangements within the scope of this Q&A session. Respondents may wish to consider filing a request under the Freedom of Information Act (FOIA). Instructions for submitting a FOIA request can be found on the Authority’s website, or by [clicking here](#).
17. Copy of the FedEx Lease and any Amendments.
 - a. The Authority will not disclose the terms of tenant’s existing leases or other arrangements within the scope of this Q&A session. Respondents may wish to consider filing a request under the Freedom of Information Act (FOIA). Instructions for submitting a FOIA request can be found on the Authority’s website, or by [clicking here](#).
18. Breakdown of JetA vs. Avgas by month for the previous 3-years.
 - a. A separate breakdown of JetA and Avgas for the previous 3-year period is unavailable at this time; however, a copy of the previous 3-year period reflecting the combined totals is provided within the RFP.
19. Number of based business and general aviation aircraft at GRR.
 - a. There are approximately 100 based aircraft.
20. Current hangar capacity and occupancy rate at GRR.
 - a. The Authority does not maintain any capacity or occupancy rates at GRR since each hangar is either managed privately or via Signature Flight Support (the airport’s only authorized FBO).

21. Copy of the ALP.
 - a. Please reference **Attachment B – Airport Layout Plan**.
22. Copy of the BRL.
 - a. Please reference **Attachment B – Airport Layout Plan**.
23. Please confirm the FBO site available for development is marked as the “East FBO Area”.
 - a. Yes, the area marked “*East FBO Area*” is the designated site for the RFP.
24. Will GRR be funding and building a taxiway connector in order to access the proposed site?
 - a. As a part of this RFP, the Authority is not planning to build and/or fund buildings or ramp spaces.
25. Where will the new taxiway connector be located in order to access the proposed site?
 - a. Per the RFP, respondents are encouraged to develop their layout to suit their business need(s).
26. Will GRR be funding and demolishing/ relocating the fence and Perimeter Road or is it intended?
 - a. The Authority is committed to relocating the perimeter fence as required per the airport’s security plan.
27. The East FBO Area has a portion carved out, on the northwestern side. Is the not available for development even for just ramp space?
 - a. This “carved out” space is reserved for a future perimeter road relocation project. Presently, there is no timeline on this improvement; however, respondents are encouraged to see this area as “unbuildable” to avoid future improvement conflicts.
28. Can the fuel farm for the East FBO be located on the East FBO Area?
 - a. Respondents may choose to locate their fuel farm on either the existing “*West Fuel Farm*” or the newly designated “*East Fuel Farm*” (as delineated by the map found under **Exhibit A – “Site Maps”** within the RFP) provided the airport’s minimum standards are met.
29. Is the fuel farm meant to be a shared farm or solely for the East FBO?
 - a. Proposers are not required to lease and maintain the entirety of the designated fuel farm; however, they may choose to do so. Requirements pertaining to the minimum lease space required can be found within the airport’s minimum standards.
30. Can you please identify the number of Fuel Facilities (Fuel Farms) currently located on the airport, and include (1) who the operators of these fuel facilities are, (2) the size and

capacity of each, and (3) the total 2017 fuel volume purchased and dispensed from each facility.

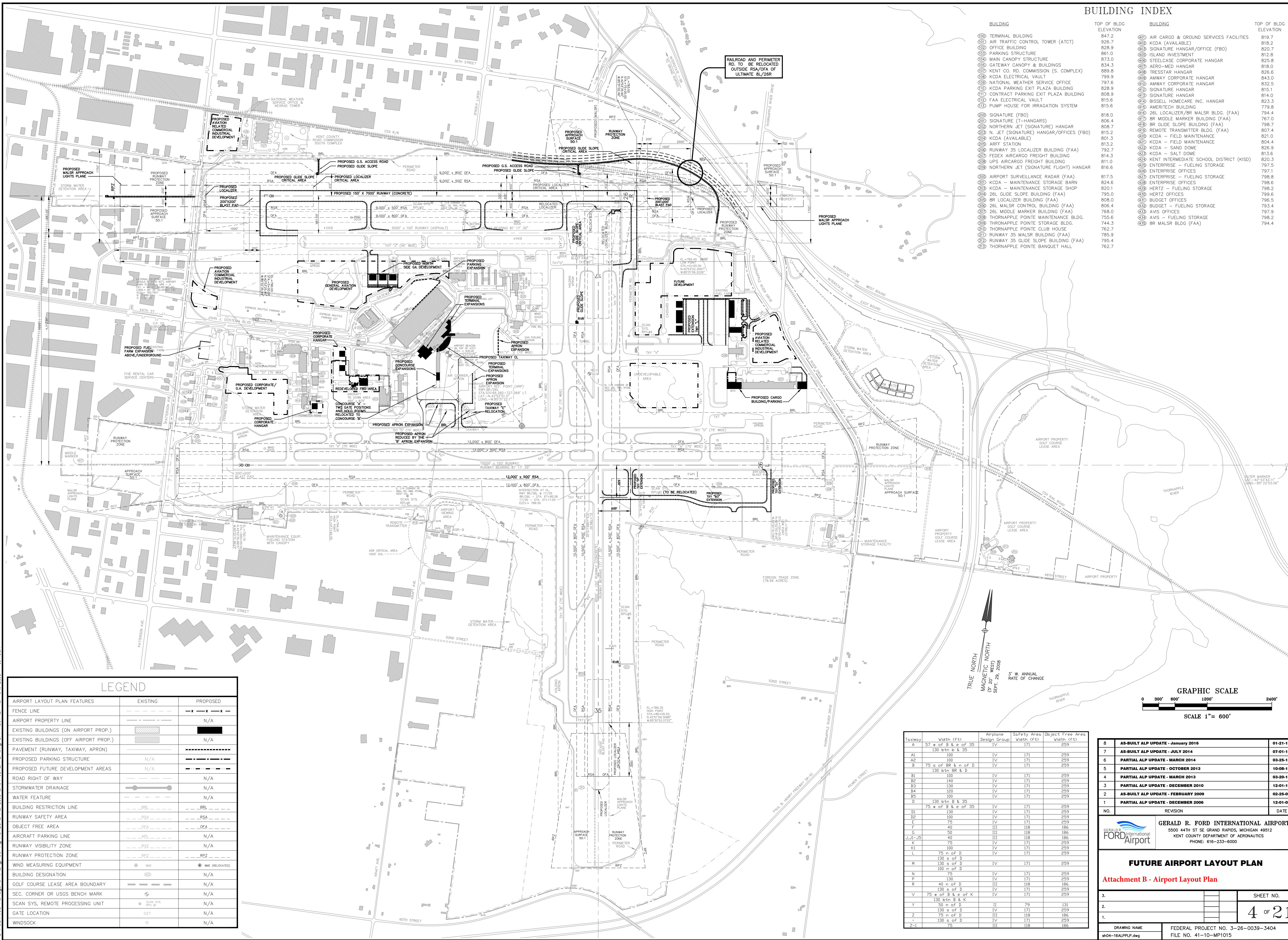
- a. Please reference the attached drawing.
31. Can you please identify individual hangar leases and their operators and include (1) the footprint size of each by square footage and (2) the rough door opening heights for each.
- a. The Authority will not disclose the terms of tenant's existing leases or other arrangements within the scope of this Q&A session. Respondents may wish to consider filing a request under the Freedom of Information Act (FOIA). Instructions for submitting a FOIA request can be found on the Authority's website, or by [clicking here](#).
32. Can you please provide a list of based aircraft by aircraft type and hangar address?
- a. The Authority will not disclose the terms of tenant's existing leases or other arrangements within the scope of this Q&A session. Respondents may wish to consider filing a request under the Freedom of Information Act (FOIA). Instructions for submitting a FOIA request can be found on the Authority's website, or by [clicking here](#).
33. Can you please provide a schedule of current land rent or facility rent pricing for the airport.
- a. Rents for land and/or facilities are determined by individual negotiation.
34. Is a lease term being considered or are there current or previous lease term practices or a formula that can be provided?
- a. The Authority has no predefined structure for proposed rents and fees and encourages respondents to propose rents and fees based upon their business structure. All proposed rents and fees must comply with FAA regulatory requirements as set out in the *Airport Compliance Manual*, FAA Order 5190.6B (Sept. 2009) and *Policy Regarding the Establishment of Airport Rates and Charges*, https://www.faa.gov/airports/airport_compliance/.
35. Can the airport commit to issuing the award before the end of 2018?
- a. The Authority remains committed to issuing an award before the end of 2018. Updated schedules can be found on www.flyford.org, or by [clicking here](#).
36. May we see a copy of the Airport's Updated Master Plan?
- a. The airport's updated master plan is currently awaiting final FAA approval and not approved for release at this time. However, proposers may reference **Attachment B – Airport Layout Plan** for the airport's currently approved ALP.
37. Any site restrictions for non-aeronautical development?
- a. All development(s) must be approved by the Authority, meet the airport's applicable minimum standards and rules and regulations, and comply with all applicable federal, state, and local requirements.

38. Any restrictions on a building footprint.
- a. This RFP requests proposals for development within the area delineated by the map found under **EXHIBIT A – “Site Maps”** within the RFP. All building proposals must comply with applicable federal, state, and local laws and regulations, including, without limitation, 14 C.F.R. Part 77, and Cascade Township of Grand Rapids Building Code.
39. Are we required to use the East Fuel Farm?
- a. Respondents may choose to locate their fuel farm on either the existing “West Fuel Farm” or the newly designated “East Fuel Farm” (as delineated by the map found under **EXHIBIT A – “Site Maps”** within the RFP) provided the airport’s minimum standards are met.
40. Any vehicle restrictions in the tunnel?
- a. The tunnel that leads from the “*East FBO Area*” to the passenger terminal is not restricted to any vehicle type; however, vehicle heights must be under 14 feet total.

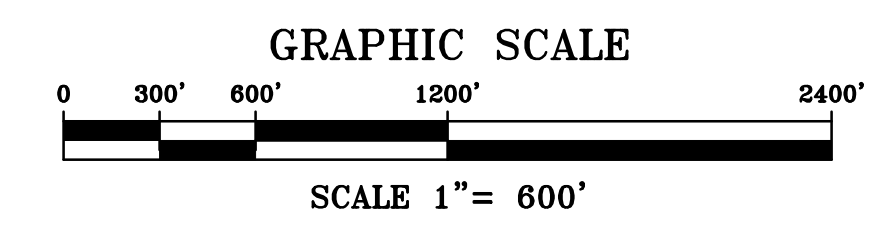
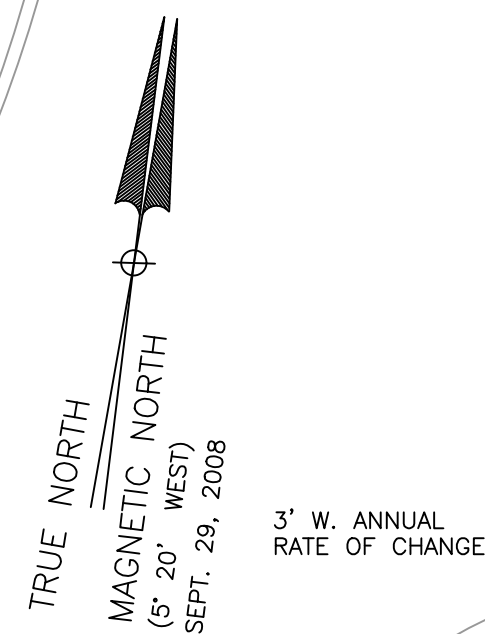


BUILDING INDEX

| BUILDING | TOP OF BLDG ELEVATION | BUILDING | TOP OF BLDG ELEVATION |
|---|-----------------------|--|-----------------------|
| 001 TERMINAL BUILDING | 847.2 | 001 AIR CARGO & GROUND SERVICES FACILITIES | 819.7 |
| 002 AIR TRAFFIC CONTROL TOWER (ATCT) | 926.7 | 002 KCDA (AVAILABLE) | 818.2 |
| 003 OFFICE BUILDING | 828.9 | 003 SIGNATURE HANGAR/OFFICE (FBO) | 820.7 |
| 004 PARKING STRUCTURE | 861.0 | 004 ISLAND INVESTMENT | 812.8 |
| 005 MAIN CANOPY STRUCTURE | 873.0 | 005 STEELCASE CORPORATE HANGAR | 825.8 |
| 006 GATEWAY CANOPY & BUILDINGS | 854.3 | 006 AERO-MED HANGAR | 818.0 |
| 007 KENT CO. RD. COMMISSION (S. COMPLEX) | 889.8 | 007 TRESSTAR HANGAR | 826.6 |
| 008 KCDA ELECTRICAL VAULT | 799.9 | 008 AMWAY CORPORATE HANGAR | 843.0 |
| 009 NATIONAL WEATHER SERVICE OFFICE | 797.6 | 009 AMWAY CORPORATE HANGAR | 832.5 |
| 010 KCDA PARKING EXIT PLAZA BUILDING | 828.9 | 010 SIGNATURE HANGAR | 815.1 |
| 011 CONTRACT PARKING EXIT PLAZA BUILDING | 808.9 | 011 SIGNATURE HANGAR | 814.0 |
| 012 FAA ELECTRICAL VAULT | 815.6 | 012 BISSELL HOMECARE INC. HANGAR | 823.3 |
| 013 PUMP HOUSE FOR IRRIGATION SYSTEM | 815.6 | 013 AMERITECH BUILDING | 779.8 |
| 014 SIGNATURE (FBO) | 818.0 | 014 26L LOCALIZER/BR MALSR BLDG. (FAA) | 794.4 |
| 015 SIGNATURE (T-HANGARS) | 806.4 | 015 BR MIDDLE MARKER BUILDING (FAA) | 767.0 |
| 016 NORTHERN JET (SIGNATURE) HANGAR | 808.7 | 016 BR GLIDE SLOPE BUILDING (FAA) | 798.7 |
| 017 N. JET (SIGNATURE) HANGAR/OFFICES (FBO) | 815.2 | 017 REMOTE TRANSMITTER BLDG. (FAA) | 807.4 |
| 018 KCDA (AVAILABLE) | 801.3 | 018 KCDA - FIELD MAINTENANCE | 821.0 |
| 019 ARFF STATION | 813.2 | 019 KCDA - SAND DOME | 804.4 |
| 020 RUNWAY 35 LOCALIZER BUILDING (FAA) | 792.7 | 020 KCDA - SALT DOME | 826.9 |
| 021 FEDEX AIRCARGO FREIGHT BUILDING | 814.3 | 021 KENT INTERMEDIATE SCHOOL DISTRICT (KISD) | 820.3 |
| 022 UPS AIRCARGO FREIGHT BUILDING | 811.0 | 022 ENTERPRISE - FUELING STORAGE | 797.5 |
| 023 NORTHERN JET (SIGNATURE FLIGHT) HANGAR | 816.6 | 023 ENTERPRISE OFFICES | 797.1 |
| 024 AIRPORT SURVEILLANCE RADAR (FAA) | 817.5 | 024 ENTERPRISE - FUELING STORAGE | 798.8 |
| 025 KCDA - MAINTENANCE STORAGE BARN | 824.6 | 025 ENTERPRISE OFFICES | 798.6 |
| 026 KCDA - MAINTENANCE STORAGE SHOP | 820.1 | 026 HERTZ - FUELING STORAGE | 798.2 |
| 027 26L GLIDE SLOPE BUILDING (FAA) | 795.0 | 027 HERTZ OFFICES | 799.6 |
| 028 BR LOCALIZER BUILDING (FAA) | 808.0 | 028 BUDGET OFFICES | 796.5 |
| 029 26L MALSR CONTROL BUILDING (FAA) | 806.4 | 029 BUDGET - FUELING STORAGE | 793.4 |
| 030 26L MIDDLE MARKER BUILDING (FAA) | 768.0 | 030 AVIS OFFICES | 797.9 |
| 031 THORNAPPLE POINT MAINTENANCE BLDG. | 755.6 | 031 AVIS - FUELING STORAGE | 798.2 |
| 032 THORNAPPLE POINT STORAGE BLDG. | 744.3 | 032 BR MALSR BLDG (FAA) | 794.4 |
| 033 THORNAPPLE POINT CLUB HOUSE | 762.7 | | |
| 034 RUNWAY 35 MALSR BUILDING (FAA) | 785.9 | | |
| 035 RUNWAY 35 GLIDE SLOPE BUILDING (FAA) | 795.4 | | |
| 036 THORNAPPLE POINT BANQUET HALL | 762.7 | | |



RAILROAD AND PERIMETER RD. TO BE RELOCATED OUTSIDE RSA/OFA OF ULTIMATE 8L/26R



LEGEND

| AIRPORT LAYOUT PLAN FEATURES | EXISTING | PROPOSED |
|--|---------------|-----------------|
| FENCE LINE | --- | --- |
| AIRPORT PROPERTY LINE | --- | N/A |
| EXISTING BUILDINGS (ON AIRPORT PROP.) | ▨ | ▨ |
| EXISTING BUILDINGS (OFF AIRPORT PROP.) | ▨ | N/A |
| PAVEMENT (RUNWAY, TAXIWAY, APRON) | --- | --- |
| PROPOSED PARKING STRUCTURE | N/A | --- |
| PROPOSED FUTURE DEVELOPMENT AREAS | N/A | --- |
| ROAD RIGHT OF WAY | --- | N/A |
| STORMWATER DRAINAGE | --- | N/A |
| WATER FEATURE | --- | N/A |
| BUILDING RESTRICTION LINE | BR | BR |
| RUNWAY SAFETY AREA | RSA | RSA |
| OBJECT FREE AREA | OFA | OFA |
| AIRCRAFT PARKING LINE | APL | N/A |
| RUNWAY VISIBILITY ZONE | RPZ | N/A |
| RUNWAY PROTECTION ZONE | RPZ | RPZ |
| WIND MEASURING EQUIPMENT | WME | WME (RELOCATED) |
| BUILDING DESIGNATION | 001 | N/A |
| GOLF COURSE LEASE AREA BOUNDARY | --- | N/A |
| SEC. CORNER OR USGS BENCH MARK | + | N/A |
| SCAN SYS. REMOTE PROCESSING UNIT | SCAN SYS. RPU | N/A |
| GATE LOCATION | G27 | N/A |
| WINDSOCK | ⊙ | N/A |

| Taxiway | Width (ft) | Airplane Design Group | Safety Area Width (ft) | Object Free Area Width (ft) |
|---------|---------------------|-----------------------|------------------------|-----------------------------|
| A | 57 w of B & e of 35 | IV | 171 | 259 |
| A1 | 130 b/n B & 35 | IV | 171 | 259 |
| A2 | 100 | IV | 171 | 259 |
| B | 75 s of BR & n of D | IV | 171 | 259 |
| B1 | 150 | IV | 171 | 259 |
| B2 | 140 | IV | 171 | 259 |
| B3 | 130 | IV | 171 | 259 |
| B4 | 120 | IV | 171 | 259 |
| B5 | 100 | IV | 171 | 259 |
| D | 130 b/n B & 35 | IV | 171 | 259 |
| D1 | 75 w of B & e of 35 | IV | 171 | 259 |
| D2 | 100 | IV | 171 | 259 |
| E | 75 | IV | 171 | 259 |
| F | 40 | III | 118 | 186 |
| G | 50 | III | 118 | 186 |
| J,J1-J5 | 40 | III | 118 | 186 |
| K | 75 | IV | 171 | 259 |
| K1 | 100 | IV | 171 | 259 |
| L | 75 n of D | IV | 171 | 259 |
| M | 130 s of D | IV | 171 | 259 |
| N | 100 n of D | IV | 171 | 259 |
| P | 130 | IV | 171 | 259 |
| R | 40 n of D | III | 118 | 186 |
| S | 130 s of D | IV | 171 | 259 |
| V | 75 w of B & e of K | IV | 171 | 259 |
| Y | 50 n of D | II | 79 | 131 |
| Z | 130 s of D | IV | 171 | 259 |
| - | 75 n of D | III | 118 | 186 |
| Z-1 | 75 | III | 118 | 186 |

8 AS-BUILT ALP UPDATE - JANUARY 2016 01-21-16

7 AS-BUILT ALP UPDATE - JULY 2014 07-01-14

6 PARTIAL ALP UPDATE - MARCH 2014 03-25-14

5 PARTIAL ALP UPDATE - OCTOBER 2013 10-08-13

4 PARTIAL ALP UPDATE - MARCH 2013 03-20-13

3 PARTIAL ALP UPDATE - DECEMBER 2010 12-01-10

2 AS-BUILT ALP UPDATE - FEBRUARY 2009 02-25-09

1 PARTIAL ALP UPDATE - DECEMBER 2006 12-01-06

| NO. | REVISION | DATE |
|-----|----------|------|
| | | |
| | | |
| | | |

GERALD R. FORD INTERNATIONAL AIRPORT
3500 44TH ST SE GRAND RAPIDS, MICHIGAN 49512
KENT COUNTY DEPARTMENT OF AERONAUTICS
PHONE: 616-233-6000

FUTURE AIRPORT LAYOUT PLAN

Attachment B - Airport Layout Plan

SHEET NO. **4** OF **21**

DRAWING NAME: 3D04-16ALPLP.dwg FEDERAL PROJECT NO. 3-26-0039-3404 FILE NO. 41-10-MP1015

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