

INVITATION TO RFP

Sealed proposals, subject to the conditions continued herein, will be received by the ONEIDA COUNTY DEPARTMENT OF AVIATION until 10:00 A.M., local time on February 27, 2012:

Commercial Aircraft Hangar Lease at Griffiss International Airport #2012-080

In accordance with Federal Aviation Administration (FAA) Grant Assurances #22 and #23, the Oneida County Department of Aviation is seeking qualified commercial aeronautical service tenants to lease the East Bay Hangar of Building 100. The East Bay Hangar is approximately 58,000 square feet in total that includes approximately 10,000 square feet of office space in the east bay of Building 100. There is an additional 11,000 square feet of office space on the second floor that includes workshops and storage spaces. The hangar bay area has a door clearance 200 feet wide by 48 feet high, and an unobstructed hangar bay floor that measures 200 feet wide by 230 feet long.

The successful proposal, must meet the Minimum Standards for a Commercial Aeronautical Service, and will be required to execute a Commercial Hangar Use Lease Agreement as approved by the Oneida County Board of Legislators.

Specifications **MUST BE RECEIVED** from the Oneida County Department of Aviation. Interested persons or firms can receive additional information regarding this RFP, the required content of the RFP submission, and a site visit of the hangar by contacting the office of the Commissioner of Aviation at 592 Hangar Road, Suite 200, Rome, NY 13441, 315-736-4171, or via e-mail at clawrence@ocgov.net. Copies of the described RFP may be examined at no expense at the Oneida County Department of Aviation.

The deadline for RFP submissions is February 27, 2012. Sealed RFPs must be returned in the form prescribed.

Interested parties should submit one (1) original and three (3) copies of their proposal *no later than 10:00 AM on February 27, 2012* to the following:

Oneida County Department of Aviation
592 Hangar Road, Suite 200
Rome, New York 13441
Attn: Commissioner

The County reserves the right to reject any and all proposals received.

The County of Oneida, in order to promote its established Affirmative Action Plan, invites sealed bids from minority groups. This policy regarding sealed bids and contracts applies to all persons without regard to race, creed, color, national origin, age, sex or handicap.

Date: Monday January 30th &
Tuesday January 31st, 2012

Chad Lawrence
(Acting) Commissioner of Aviation

REQUEST FOR PROPOSAL (#2012-080)

Commercial Aircraft Hanger Lease Griffiss International Airport

In accordance with Federal Aviation Administration (FAA) Grant Assurances #22 and #23, the Oneida County Department of Aviation is seeking a qualified commercial aeronautical service tenant or tenants to lease all or portions of the East Bay of building 100. The East Bay Hangar is approximately 58,000 square feet in total with a clear-span door opening of 200 ft wide by 48 feet high, and an unobstructed hangar bay floor area of 200 feet wide by 230 feet long. There is combined total of 10,000 square feet of office space located on both sides of the hangar. We are also offering an additional 11,000 square feet of office space located on the second floor of Building 100.

The successful proposal must meet the Minimum Standards for a Commercial Aeronautical Service, and will be required to execute a Commercial Hangar Use Agreement as approved by the Oneida County Board of Legislators.

Interested persons or firms can receive additional information regarding this RFP, the required content of the proposal, and a site visit of the hangar by contacting the Department of Aviation at 592 Hangar Road, Suite 200, Rome, NY 13441, 315-736-4171, or via e-mail at clawrence@ocgov.net. The deadline for proposal submissions is February 27, 2012 at 10 A.M.

RFP Specifications

The minimum requirements for the content of the submitted Proposal are:

- Name of the business seeking the Lease;
- Mailing address, telephone number and e-mail address;
- Type of business: Individual, Partnership, Corporation;
- Names and titles of the officers of the business;
- Name of the manager of the business;
- Description of the commercial aeronautical service/operation to be performed in the leased premises;
- Certifications, licenses, permits, etc., required and possessed to perform the desired service/operation;
- Number of persons to be employed and the expected amount of the first year's payroll;
- Days and hours of proposed operations;
- Types and amounts of insurance coverage to be maintained;
- Term/period of lease desired: month-to-month, yearly, multi-year;
- Amount (square feet) of hangar space desired to lease;
- Amount (square feet) of apron/ramp desired to lease;
- Future plans, if any, to change and/or expand the service/operation to be performed;
- Marketing plan to sustain and/or expand the service/operation to be performed.