



SEDONA-OAK CREEK  
AIRPORT AUTHORITY

Pre-Submittal Meeting  
May 16, 2017

Your interest in this operation is appreciated!

### **Request for Proposal**

(Sedona Oak Creek Airport Authority, Airport Commercial 135 Operations  
Proposal RFP) May 2017

- Purpose: The Sedona Oak Creek Airport Authority is seeking responses from qualified proposers interested in providing 135 Operations at KSEZ. The award will be to the most Qualified Proposer(s) as determined by the evaluation committee. The final award will be based on Board approval.

### **Tentative Schedule**

Submittal Receipt Date: May 31st 2017

Initial Committee Date: May 31st 2017

Board Award Date: June 5th 2017

The above dates are subject to change. All changes will be posted to the website and available through the business office, during normal business hours.

### **Review**

- Make sure to meet the deadline for your submittal and that you deliver to the Sedona Oak Creek Airport Authority, 235 Air Terminal Drive Sedona, AZ 86336.
- Double Check that you have submitted all compliance, exhibits and requirements contained in each tab listed in the RFP.
- Submit all Questions in writing via email.
- Check the Airport website for Clarifications issued and status during this selection process.

SEDONA-OAK CREEK AIRPORT AUTHORITY  
RFP PRE-SUBMISSION MEETING  
MEETING NOTES  
TUESDAY, MAY 16, 2017

This meeting was held to address any questions presented through the RFP process.

Q: Is the full packet complete and available online?

A: Yes

Q: What/where are the parking spaces defined? It is not in the packet.

A: There are 25 defined parking spaces and one disabled parking space for a total of 26.

Q: Has the RFP been submitted to the County for Approval?

A: Yes.

Q: If an email list of questions is submitted, when could an answer be expected?

A: As soon as possible.

Q: Is this an exclusive, right?

A: No

Q: Is this for one specific building?

A: Yes

Q: Is the 24 months after award is issued or when property is ready?

A: When lease is signed.

Q: Is there an automatic extension?

A: No

Q: Has the airport issued RFPs previously?

A: Yes

Q: Is the \$5,000 deposit considered as a security deposit of first and last rent?

A: Yes

Q: Regarding insurance, will additional insurance coverage contribute to a higher matrix score?

A: No

Q: Would DOT insurance limits suffice for insurance coverage?

A: Yes, if they at least meet lease/Airport requirements and any requirements for the FAA.