

RESOLUTION #502 - 07/14/21

AWARDING REQUEST FOR PROPOSALS (RFPs) FOR FIXED BASE OPERATOR (FBO)
SERVICES – PLATTSBURGH INTERNATIONAL AIRPORT

BY: Mr. Hall

WHEREAS, Resolution #281 dated April 28, 2021 authorized the Purchasing Agent to solicit a Request for Proposals (RFPs) for Fixed Base Operator (FBO) services at Plattsburgh International Airport; and

WHEREAS, RFPs were opened on June 2, 2021 and were submitted as follows:

Bidder	Bid Amount
Avflight Corporation 47 W Ellsworth Road Ann Arbor, MI 48108	Itemized
Calspan Corporation 4455 Genesee Street Buffalo, NY 14225	\$49,800 Annually Plus Variables
Centric Aviation 2 North Main Street, Suite 302 Medford, NJ 08055	\$180,000 Annually
Eagle Aviation Services 1 Alabama Avenue Plattsburgh, NY 12903	\$180,000 Annually Plus Concessions
FlightLevel Aviation 125 Access Road Norwood, MA 02062	Itemized
Go Aviation, Inc. 57 Helms Mueller Road Saranac Lake, NY 12983	Itemized
Northeast Building & Design Group 35 Smithfield Blvd, Suite 178 Plattsburgh, NY 12901	\$50,000 Annually Plus Variables

WHEREAS, the Committee has reviewed all proposals and interviewed five of the respondents; now, therefore,

BE IT RESOLVED, the Clinton County Legislature hereby awards the RFP to Avflight Corporation; and

BE IT FURTHER RESOLVED, the Chairperson is authorized to execute all necessary documents for the following:

Contractor: **Avflight Corporation**
Service: Fixed Base Operator (FBO) Services
Rate: N/A
Mileage: N/A
Contract Amount: Lease for Rental of 1 Alabama FBO Building and 15 Alabama Transient Hangar; 18,452 square feet (sf)
Lease for Rental of Aviation Fuel Farm
Lease for Rental of 41 and 47 Apron Lane (Aircraft T-Hangars)
Percentage of Landing Fee per Classification of Aircraft
Lease Revenue: FBO Building and Transient Hangar
\$1/year for 18,452 sf of building space; \$1/year CAM (Years 1-3)
\$36,500/year for 18,452 sf; \$0.50/sf CAM for annual amount of \$9,226 (Years 4-5)
Aviation Fuel Farm Facility
\$1/year (Years 1-3)
\$6,000/year (Years 4-5)
Aircraft T-Hangars
Rental Income split 10/90 between County and Tenant (Years 1-5)
Aircraft Parking Apron
Percentage of Landing Fee per Classification of Aircraft (Years 1-5)
Flowage Fee
\$0.10/gallon of retail Jet Fuel and Aviation Gasoline Sales
Tenant Capital Investment
\$50,000 invested by AvFlight Corporation for purposes of renovations to leased space. AvFlight Corporation will recover the cost by revenue generated from flowage fees.
Percentage of Gross Revenue
\$0 (Years 1-3)
2.5 percent of Gross Revenue paid to County; paid quarterly (Years 4-5)
Customs Clearance Fee Collection
Collection of fees (listed in Airport Rates and Charges) on behalf of the County; paid monthly to the County minus processing fees.
Rental Adjustment: Annually on the anniversary date of the lease agreement during the initial term and all renewal options, all rents shall adjust by Consumer Price Index (CPI). Rent adjustment shall not be less than 0 percent nor greater than 2 percent. This cap on Rent Adjustment shall not apply if Tenant and County agree to renewal of the Lease in the year the Initial Term expires. The Lease rates in the first year of the Renewal Term may exceed the CPI rate, and may exceed 2 percent.
No Security Deposit required.
New Business Incentive – If AvFlight Corporation provides a lead on a prospective tenant for County-owned facility located on the Airport that results in a lease agreement with the prospect, AvFlight Corporation shall receive a new business incentive in the amount of 5 percent of rent per year for the first three (3) years of initial term.
County Cost: \$0
Period: 09/01/21 – 08/31/26 (Initial five-year term; renewal options in five-year increments under negotiation)
New/Renewal: New
Previous Year's Cost: \$143,871.89 (2020)
\$391,807.27 (2019)

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Approved by the Plattsburgh International Airport Committee at its meeting of July 13, 2021.

SECONDED BY: Mr. Potiker
ADOPTED

“Yes” 9
“No” 0
Absent 1 (Mr. Conroy)

STATE OF NEW YORK)
COUNTY OF CLINTON) SS:
LEGISLATIVE CHAMBERS)

I HEREBY CERTIFY, that the foregoing is a true copy of a resolution acted upon by the County Legislature in Regular Session on July 14, 2021.

A quorum being present, and a majority voting therefor.


Michael E. Zurlo
Clerk of the Legislature

(SEAL)