

AIRFRAME AND POWERPLANT MECHANIC BUSINESS OPPORTUNITY REQUEST FOR PROPOSALS

Mt. Hawley Auxiliary Airport
Peoria, Illinois

The Metropolitan Airport Authority of Peoria is accepting proposals of interest from qualified persons or firms for a business opportunity to provide Airframe and Powerplant mechanical services at the Mt. Hawley Airport.

Background. The Mt. Hawley Airport is owned by the Metropolitan Airport Authority of Peoria (MAAP) and is located along North Knoxville Avenue just south of Route 6/I-474. The airport serves the general aviation community on the vibrant and growing north side of the Peoria metropolitan area, serving as a base of operations for approximately 50 aircraft, including eight multi-engine and one helicopter. Annual operations are estimated to be approximately 21,000 takeoffs and landings. The airport currently has a 4,000 foot by 60 foot runway served by both straight-in GPS and circling approaches. Expansion plans are currently underway by the Airport Authority to rehabilitate the runway, improve drainage, rehabilitate the aircraft parking apron, and develop the airport’s west side. MAAP serves as the Fixed Base Operator and maintains an airport attendant during regular business hours. MAAP provides fueling services for aircraft through above ground storage tanks with a credit card operated automated fuel system, with both Jet-A and 100 LL Avgas available 24 hours per day.

Proposal. The successful proposer will assume full responsibility for operating an Airframe & Powerplant Mechanic business. Proposals will be evaluated as to the type and number of services to be provided as well as to the remuneration provided to the Airport Authority in the form of rents or service charges proposed. The minimum level of services that will be required to be provided will include certified aircraft maintenance and repair, including annual inspections. All services provided must be in accordance with appropriate FAA regulations and certifications. Proposers will be expected to abide by all Federal, State, and local laws, regulations, and ordinances, including environmental regulations related to hazardous materials. Proposers will be required to carry liability insurance with a company qualified to do business in the State of Illinois. The minimum insurance coverage shall be in accordance with the Rates and Charges Ordinance adopted by the Airport Authority, most recently amended in May, 2024, as summarized in the following table:

INSURANCE LIMITS REQUIRED OF USERS AT

General Wayne A. Downing Peoria International Airport and Mt. Hawley Airport

I. AIR SIDE

General/Aviation		
Fixed Base Operators	Premises	\$1,000,000
(FBO’s) incl. mechanic	Products	\$5,000,000
services	Hangarkeepers	\$1,000,000
Vehicles	Automobile	\$10,000,000

(1) The hangarkeepers limit should reflect the per aircraft and occurrence exposures, so in many cases higher limits should be required.

Such insurance shall be placed with a company or companies acceptable to and meeting the approval of the MAAP. Copies of all such policies of insurance or in lieu therefore, a proper certificate of insurance shall be delivered to Authority and shall be held for the benefit of the parties as their respective interests may appear.

While the amount of insurance specified above shall be the source of indemnification by Tenant as required above, Tenant shall save and hold harmless Authority to the extent that there is no valid and collectible insurance for the above protection Tenant is required hereunder to provide, or to the extent any damage exceeds Authority's own insurance.

The Authority reserves the right to increase insurance limits due to changes in insurance industry standards and coverage.

Time Frame. It is anticipated that the contract period will commence on April 1, 2025, and that the initial contract period will be for five years. The agreement may include an option to renew for an additional five year period.

Proposal Formalities. The proposal must clearly define the services the Proposer will provide as well as outline the rents and/or fees proposed to be paid to the Airport Authority. One printed copy with signature(s) and one digital copy of the proposal are to be submitted by 3:30 p.m. March 7, 2025 to:

Metropolitan Airport Authority of Peoria
c/o Gene Olson, Director of Airports
6100 W. Everett McKinley Dirksen Parkway
Peoria, IL 61607

In order to be considered for selection, responses must be in writing and arrive at the above location on or before the date and time specified. Proposers mailing responses should allow for normal mail delivery time to ensure receipt. Proposals received after the stated time will be returned unopened. Each copy of the proposal will be signed by an authorized representative of the firm or individual responding.

All responses will become the property of the Airport Authority and may be a matter of public record subsequent to award of the contract or rejection of all proposals. Proposals will not be returned.

Part of the proposal process may include an interview. This interview would require a presentation on how the firm or individual plans to provide A & P Mechanic services, discuss the proposer's experience, capacity to meet requirements, and answer questions. All presentation materials will become the property of the Airport Authority after the interview is completed.

The Airport Authority reserves the right to negotiate the final financial terms of the contract with the successful proposer.

The Airport Authority reserves the right without prejudice to reject any and all proposals. In addition, the Airport Authority has the right to cancel this solicitation at any time. Cost will not be the sole factor in the selection of the successful Proposer.

Proposal Requirements. The proposal should address the following items, indicating how the proposer plans to provide the relevant services.

I. BASIC SERVICES:

A. Aircraft maintenance, repair, and inspection

The proposal must address the availability of a skilled, experienced, trustworthy light aircraft mechanic. It must address the licensing and certification of the designated mechanic(s) and the services they are legally able to provide.

B. The proposal must address the Proposer's availability to assist with disabled aircraft recovery, movement, and storage.

C. The Proposer shall conduct all services in the main hangar bay attached to the terminal/FBO building at Mt. Hawley. The Proposer shall be allowed to use the public area of the terminal building and other facilities in the terminal/FBO building for meetings, as customer waiting areas, and other uses compatible with the on-going function of those spaces as FBO spaces for the public.

D. Public presence; On-site services

The Airport Authority desires a welcoming public presence. The proposal may address what level of hospitality to pilots and visitors can be maintained and how the aircraft maintenance operation will be staffed. The successful Proposer would be required to have someone on site sufficient to meet the required workload. In addition, the Proposer must arrange for 24/7 telephone on-call availability for the provision of emergency maintenance and repair services and emergencies.

The successful Proposer is expected to be welcoming to pilots and visitors, and to actively liaison with pilots. This may include coordination and support of flying clubs or partner-owned aircraft.

E. Utilities

Utilities including electricity, water, gas, and public wifi internet are currently provided in the terminal/FBO building by MAAP. Should the existing utility services be insufficient, the successful Proposer will be responsible for installation and monthly fees for any new service needed for their operation. Successful Proposer shall be responsible for its own office expenses.

II. STATEMENT OF EXPERIENCE AND QUALIFICATIONS

The proposer must provide a detailed listing of the relevant experience the proposer has in providing the same or similar types of service. The statement should include the name, address, and telephone number of contact persons who can verify such experience. Other references may be provided. The proposer should also highlight all of the relevant training and experience that the proposer has with providing such services.

CONTACT:

All questions concerning submissions and procedures to this RFP should be directed to: Gene N. Olson, Director of Airports, Metropolitan Airport Authority of Peoria, 6100 W. Everett McKinley Dirksen Parkway Peoria, Illinois 61607. Questions must be received prior to February 26, 2025, and may be submitted by email to golson@flypia.com or via telephone at (309) 697-8272 ext 100.