

*Laconia Municipal Airport (KLCI)*

In the Heart of New Hampshire's Lakes Region

## **REQUEST FOR PROPOSALS**

### **DEVELOPMENT OF LACONIA MUNICIPAL AIRPORT LAND PARCELS**

## RFP OVERVIEW

- A. Introduction:** The Laconia Airport Authority, Gilford, New Hampshire, is seeking proposals for the development of one or more of six (6) development parcels indicated on the attached map (Attachment A). The development parcels are along taxiway "E" of the Laconia Municipal Airport.

The site consists of the following development parcels:

1. DZ-2 (1.09 acres)
2. DZ-3 (1.09 acres)
3. DZ-4 (1.09 acres)
4. DZ-5 (1.09 acres)
5. DZ-6 (1.09 acres)
6. DZ-7 (1.09 acres)

More information about each development parcel, such as utility access, is provided in Attachment A.

- B. Overview:** The Laconia Airport Authority (LAA) has land available at Laconia Municipal Airport (KLCI) upon which facilities related to aviation may be constructed. Six (6) sites have been identified for development by the Laconia Airport Land Development Committee. These sites are designated to be available on a long-term, ground lease basis to private individuals or entities for the construction of aviation related structures including, but not limited to, commercial aircraft hangars, T-hangars, aviation repair facilities, etc. as permitted by the Authority's "Minimum Standards and Procedures for Laconia Municipal Airport. View the map (Attachment A).

Proposals should take into account that the selected Developer shall be responsible for all site development. This includes - but is not limited to - land surveying, architectural design, engineering, environmental compliance, extension of required utilities to the site, etc. Selected Developer is also responsible for securing approval from the Laconia Airport Authority and the Town of Gilford, New Hampshire, Planning Board.

Development proposals are encouraged to be creative in the planning and development of projects.

Proposals in response to this RFP will be reviewed by the Laconia Airport Authority Land Development Committee and the Laconia Airport Authority. The Airport Land Development Committee may request additional information from Developers submitting statements of interest.

At the conclusion of the above-mentioned review, should the Airport Land Development Committee deem a development proposal to be satisfactory, it will communicate this satisfactory recommendation to the Laconia Airport Authority who alone have the final authority to commit the Laconia Airport Authority to a Development Agreement.

The Laconia Airport Authority reserves the right to reject any or all responses to this RFP. It also reserves the right to waive any formality, informality, correct information and/or errors in the statement, to accept the statement considered to be in the best interest of the Authority, or to seek development interest on the open market if it is considered in the best interest of the Authority to do so.

**C. Project Goals:** The following are the goals for this project:

- 1) To increase flight activity at LCI.
- 2) To increase aircraft-related services at LCI.
- 3) To maximize the contribution of LCI to the local economic base.
- 4) To maximize private investment at LCI in order to increase the Town's tax base.
- 5) To enhance the LCI as an asset capable of broadening community interest in aviation.
- 6) To increase awareness of and build advocacy for LCI.

**CI. Site Walk:** A development site walk through will be held on **Friday, December 22, 2023, at 11:00 AM EST** for all interested parties. This time will allow interested parties to see the development site(s) and ask questions of the Airport Manager or the Laconia Airport Land Development Committee. Interested parties should meet at 65 Aviation Drive, Gilford, NH 03249 at the aforementioned time.

## INSTRUCTIONS FOR RFP

### I. STATEMENT PREPARATION:

To facilitate evaluation of the statements, Developers are required to include the following components in their proposal. Each component must be clearly labeled and organized in the exact order outlined below. Statements that do not adhere to the outline, or do not contain the following required information, may be considered unresponsive and not considered.

- a) Development Project Narrative: The Developer shall identify the specific development zone (DZ) of interest and provide the Authority with a detailed narrative fully describing the proposed development. If a Developer is considering multiple zones, each zone must have its own separate statement submitted.
- b) Schematics, Designs, Sketches, Layout(s) of Site(s): The Developer shall provide the Authority with any appropriate schematics, designs, sketches, or layouts of the site related to the proposed development. Please also include any other technical documents that would be helpful in explaining the development. Although minimum square footage for proposed developments is 7,500, projects proposing 12,000 square feet will be prioritized.
- c) Ability to Perform: The Developer should demonstrate understanding and familiarity with projects of this type and scope, if any.
- d) Project Team - Contact Person: The Developer shall identify the Project Manager and individuals who will be assigned to work with the Authority, along with a copy of each of their resumes to include contact information (email and phone)
- e) Developer's Financial Offer: Submissions shall include the proposed financing structure for the development (i.e., cash, loans, equity investment, etc.) and include a detailed financial offer to be considered by the Authority. Sale of the site to the successful Developer is not an option; LAA anticipates entering into a long-term lease agreement with the selected Developer.
- f) Work Program and Schedule: The Developer shall submit a schedule of the anticipated project development, including anticipated time frames for Planning Board review and construction start and completion. ***Construction is to be completed within 2 years after the initial lease signing.***

## **GENERAL TERMS AND CONDITIONS**

### **PREPARATION OF PROPOSALS:**

Proposals must be signed by the Developer or Developer's authorized representative.

The Developer shall not divulge, discuss, or compare his/her Statement of Interest with the statements of any other party, and shall not collude with any other party.

### **SUBMISSION OF PROPOSALS:**

Statements must be typewritten. **Statements and all attachments must be formatted into a SINGLE PDF document and emailed to Airport Manager Marv Everson at [crosswinds@laconiaairport.com](mailto:crosswinds@laconiaairport.com). The PDF shall be titled as follows:**

**Crosswinds Airport RFP: DEVELOPER'S NAME - SPECIFIC ZONE REQUESTED**

### **PROPOSAL RESULTS:**

All proposals received shall be considered confidential and not available for public review until after a developer has been selected for negotiation.

### **LIMITATIONS:**

This Request for Proposal does not commit the Authority to award a contract or agreement or to pay any costs incurred in the preparation of a response to this request. The Authority reserves the right to accept or reject any or all proposals received as a result of this request, or to cancel in part or in its entirety this RFP, if it is in the best interest of the Authority to do so.

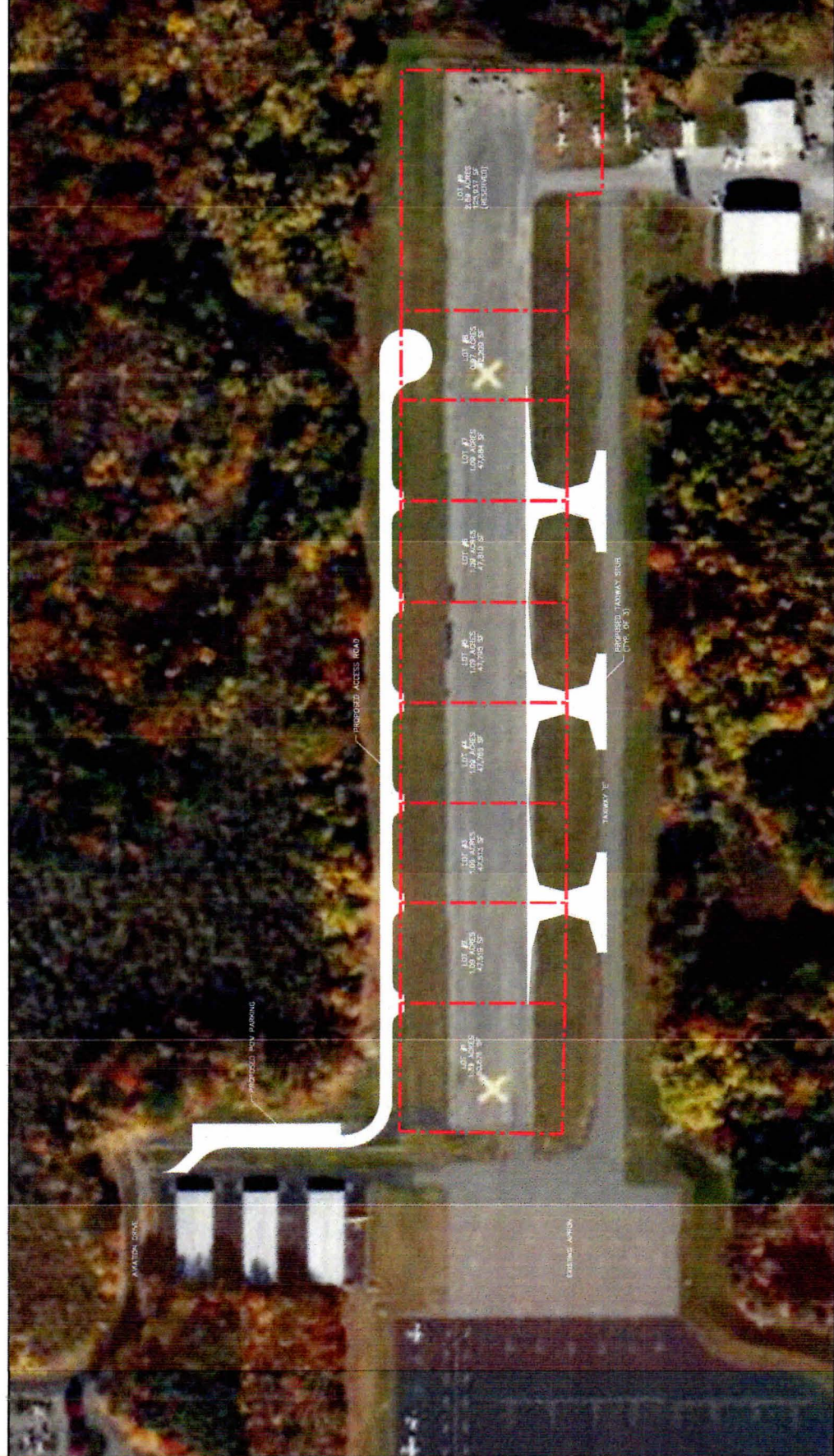
### **PROPOSAL EVALUATION:**

In an attempt to determine if the Developer is responsible, the Authority, at its discretion, may obtain technical support from outside sources. Each Developer will agree to fully cooperate with the personnel of such organizations.

### **QUESTIONS**


For any questions regarding this RFI, please reach out to Airport Manager, Marv Everson, at [crosswinds@laconiaairport.com](mailto:crosswinds@laconiaairport.com) or 603-524-5003.





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HORIZONTAL SCALE  
1"=80'



RFP-1

SHEET 1 OF 1