



Date: November 8, 2020

## **REQUEST FOR PROPOSAL**

**PROJECT: Laredo International Airport Federal Building Development Site.**

Sealed REQUESTS FOR PROPOSALS (RFP) will be received at City Secretary's Office, 1110 Houston Street, 3rd floor, City Hall Building, Laredo, Texas, 78040, **until 4:00 p.m. (local time/CT) on Friday, December 4, 2020** and shall include acknowledgement of any addenda submitted. **Said package shall be clearly marked: Laredo International Airport Federal Building Development Site.**

The City of Laredo is issuing this Request for Proposal (RFP) in order to solicit and receive proposals from qualified firms interested in leasing land for development of a Federal Government building on an identified parcel(s) at the Laredo International Airport (Identified in Exhibit A).

Deadline for questions concerning this RFP is **Friday, November 20, 2020, 4:00 p.m. (local/CT)**. Questions shall be sent to Elsy D. Borgstedte, Assistant Director, [eborgstedt@ci.laredo.tx.us](mailto:eborgstedt@ci.laredo.tx.us). Answers to all written questions will be posted in the form of an addendum.

RFP may be obtained from the City of Laredo's website.  
<https://www.cityoflaredo.com/bids-and-rfps.html>

### **Background**

The Airport is located at 5210 Bob Bullock Loop in Laredo, Texas. The Airport is owned and operated by the City of Laredo (City or the Owner).

### **Airport Description**

Laredo International Airport is a non-hub commercial service airport located in south Texas. It is served by two main runways 18R/36L at 8,743 feet in length, and 18L/36R at 8,236 feet in length. The Airport has full Instrument Landing System (ILS) capabilities and an FAA Air Traffic Control (ATC) tower.

The Airport is served by the following air carriers:

- United Airlines, service to Houston Intercontinental Airport in Houston, Texas
- American Airlines, service to Dallas, Fort Worth International Airport
- Allegiant Airlines, service to Las Vegas, McCarran International Airport
- Aeromar Airlines, service to Mexico City, Benito Juarez International Airport

In 2018, the total enplaned passengers at Laredo International Airport were nearly 96,000 passengers.

Laredo International Airport is the 6<sup>th</sup> largest cargo carrying airport in the State of Texas. Several cargo operators provide regularly scheduled operations, including:

- FedEx
- UPS

In 2018, over 674 million pounds of enplaned cargo was transported from the Airport, which is an increase of almost 15% from 2017.

The airport is in the final phases of a multiyear, multimillion-dollar apron reconstruction project. Upon completion, the airport will have an approximately 348,000 square yard newly reconstructed apron to serve the airport and communities air cargo needs. The apron has 17 inches of concrete pavement that can accommodate the largest cargo aircraft fleets.

### **Purpose**

The City sees the Airport as an economic generator and recognizes the potential that additional development could have on the Airport, the City and the region. This RFP is being issued to solicit proposals from interested parties and to obtain development plans for the building of a Federal Facility to be leased to the Federal Government.

The City is issuing this RFP with the intent of entering into an agreement with individual developers for a land lease agreement.

## **I. GENERAL PROVISIONS**

The City of Laredo is seeking submittals through this Request for Proposal (RFP) to obtain proposals from interested parties (Proposers) who may be interested in leasing land to develop a Federal Facility.

Proposals must include a business plan to include terms of proposed agreement, such as a traditional land lease, concession agreement, management agreement or other potential joint venture. Detailed rates structures will be incorporated in the subsequent negotiation process with successful proposer(s).

## II. DEVELOPMENT OPPORTUNITY

Proposers may submit a response to this RFP for the identified parcels in Appendix A. It is anticipated that proposals would be conceptual in nature, but if Proposer prefers detailed survey data to complete your proposal, it is available upon request. An outline of each parcel is included in **Exhibit A**. Details relative to the parcel(s) is provided below:

### **Parcel E**

Parcel E consists of approximately 14.4 acres of developed and undeveloped airport property on the west side of the airfield just north of the cargo and general aviation tenants and apron area. The parcel(s) have landside access and could have apron/airfield access if there was an aviation component. The parcel has the following amenities:

- Landside road access
- Apron access
- Aircraft parking access
- Current Parking Facility

All improvements to the parcel shall be at the Proposer/developer's cost. Development costs could include but are not limited to:

- Utility extensions and connections to existing services,
- SIDA/AOA fence and gate improvements necessary for the proposed development,
- Landside infrastructure needs, and
- Building/Hangar or other development construction.

### **III. ECONOMIC INCENTIVES**

The City of Laredo and the Airport are very interested in ensuring that best possible options for potential development are provided to the airport and this region. Considerations for certain economic incentives will be discussed and negotiated on a case-by-case basis, collaboratively with appropriate City Departments.

### **IV. DEVELOPMENT RESTRICTIONS**

The seven potential development sites are within and/or adjacent to the Airfield Operations Area (AOA). As such the following restrictions are placed on any potential development.

- Development will need to conform to the Laredo International Airport's master plan.
- Development must not violate any FAA grant assurances.
- Any proposed development that interacts with the secured areas of the Airport must maintain the Airport's Security Identification Display Area (SIDA) line and conform to all Transportation Security Administration (TSA) requirements associated with the Airport Operations Area (AOA) and SIDA areas.
- Development must conform to Federal Aviation Administration (FAA) Federal Aviation Regulation (FAR) Part 77 height restrictions.
- Development concepts will need to conform to the airport minimum standards.

## V. SITE VISIT

Visits throughout the proposal period are allowed, and must be coordinated at least 5 business days in advance with Elsy D. Borgstedte, Assistant Director, at 956.795.2000, ext. 2830 or [eborgstedt@ci.laredo.tx.us](mailto:eborgstedt@ci.laredo.tx.us).

## VI. SUBMITTAL INFORMATION

It is the intent that the proposals received from this RFP will be evaluated and used in the formal selection of Developer/Tenant(s) for the Airport. In addition to the specific information requested below, we encourage you to provide detailed information on concepts.

### **Construction Details**

Provide an outline of the facilities you are proposing at the Airport including the type of facility, size, approximate cost and timeline to construct. Please include a site plan with your proposal. Design standards must meet all local, State, and/or Federal building code guidelines. All licenses and permits will be the sole responsibility of the Proposer. All required FAA documents must be included, such as FAA form 7460-1.

### **Financial Information**

The Proposer will be required to demonstrate that it is financially capable of performing the obligations contained within this RFP. The determination of the Proposer's financial qualifications and ability to execute a Land Lease Agreement will be in the sole discretion of the City of Laredo. The Proposer shall provide a written certification from Proposer's lender that the Proposer has the financial ability to consummate the transaction and pay the lease price to the City of Laredo. If self-funding the Proposer shall submit, with its proposal, a written statement from the bank where funds are kept, representing that the Proposer has the financial ability to consummate the transaction and pay the lease price to the City of Laredo.

### **Questions Deadline**

Deadline for questions concerning this RFP is **Friday, November 20, 2020, 4:00 p.m.** Questions shall be sent to Elsy D. Borgstedte, Assistant Director, [eborgstedt@ci.laredo.tx.us](mailto:eborgstedt@ci.laredo.tx.us). Answers to all written questions will be posted in the form of an addendum.

## **Submittal Deadline**

Deadline for submittals is **Friday, December 4, 2020**. Both electronic and hard copy responses must be received by the deadline to be considered as a valid response to this RFP.

## **Content**

Proposals will be evaluated on the information provided in the submittal, specially the information outlined below. The City of Laredo / Airport will select based on overall highest and best use for respective parcels.

Please included the following in your response. The Proposal should be organized into the following tabs/sections as identified below. **The evaluation will be based upon the information included and the respective valuation of each section.**

1. Cover letter identifying your overall interest. Please include relevant information to this development projects, specifically whether your firm has experience with development similar to the proposed development options. Cover letter should also contain the Respondent's contact information, including company name, principal contact name and title, mailing address, phone number and an email address of Respondent's principal contact. **(5 Points)**
2. Company overview and background **(2 Points)**
3. Examples of similar past projects or developments **(10 Points)**
4. Conceptual ideas for the proposed development. **(25 Points)** Please include a description of the following:
  - a. Site Characteristics
  - b. Building Characteristics, including footprint dimensions, height of buildings, elevation, vehicular parking, architectural style
  - c. Pavement surfaces, including size of ramp (if required), access to the airfield (if required) and landside access requirements
  - d. Proposed improvements to be constructed, including a conceptual site plan of the proposed layout
5. Description, qualifications, and experience of the key personnel who manage the operations at the Airport. **(10 Points)**

## **RFP Responses**

Responses to this RFP are due by **4:00 PM, Friday, December 4, 2020**. The Proposal should be printed single sided, organized according to the tabs in Section VI, and bound. The Proposal should be less than 75 pages. One original and two (2) copies of the submittal are required. One electronic, PDF format is also required, to be submitted on a thumb-drive.

Responses shall be clearly marked “**Laredo International Airport Federal Building Development Site**” and delivered to:

City of Laredo  
City Secretary’s Office  
1110 Houston Street, 3rd floor  
City Hall Building  
Laredo, Texas 78040

**If hand-delivering the Proposals, please use the following procedures:**

**NOTE: Manual RFP will be accepted up to the first 45 minutes of the hour before they are due. For example, since this RFP is due at 4:00, bids will be accepted up to 3:45 p.m. of the date due.**

**1. Please make sure that the RFP is in a sealed envelope marked with the following:**

- **Name of RFP (Laredo International Airport Federal Building Development Site).**
- **Name of Company submitting RFP**
- **Address of Company submitting RFP**

**2. Please notify security officer that you are there to drop off a RFP with the City Secretary. The security officer will notify the City Secretary's Office and one of our staff members will go downstairs to receive the RFP.**

**3. All persons should wait outside until we pick the envelope up, go back up to the 3rd floor to time-stamp the envelope, make a copy of it and bring it back to you. (We highly recommend to wait to receive a copy of the time-stamped envelope.)**

**Thank you for your understanding and help at this time of trying to stay healthy and safe.**



## **Disclaimers**

The City of Laredo reserves and may exercise the following rights and options:

1. To reject any and all proposals and reissue the RFP at any time prior to execution of a final Land Lease Agreement if, in the City of Laredo's sole opinion, it is in the City of Laredo's best interest to do so,
2. To supplement, amend, substitute, or otherwise modify this RFP at any time prior to selection of one or more proposer for negotiation,
3. To cancel this RFP with or without issuing another RFP,
4. To reject the proposal of any proposer who, in the City of Laredo's sole judgment, has been delinquent or unfaithful in the performance of any contract with the City of Laredo, is financially or technically incapable or is otherwise not a responsible responder,
5. To reject as informal or non-responsive, any proposal which, in the City of Laredo's sole judgment, is incomplete, is not in conformity with applicable law, is conditional in any way, or deviates from the mandated requirements of the RFP, and
6. To waive any informality, defect, non-responsiveness and/or deviation from this RFP that is not, in the City of Laredo's sole judgment, material to the proposal.

Please note that the City of Laredo will require that performance and payment bonds will need to be provided by Developer and/or Contractor before the initiation of any construction.

## **Costs**

All costs associated with the development of the RFP response will be the sole responsibility of the Proposer.

## **Warranties**

No warranties or representations of any kind are made by the City of Laredo or the Airport, including a representation or warranty as to the suitability of the sites for any particular purpose, except that the City or Airport has sufficient legal title to grant a leasehold interest for a term of years in the sites. This RFP contains photographs, charts or drawings which may not accurately depict the sites or the information that is available about the sites and Respondents are cautioned that they are expected to undertake their own due diligence with respect to each of the sites. Submission of a response will in no way effect eligibility to respond to future solicitations for the potential development of sites or other lands of the City or Airport or for any other design, construction, finance, maintenance or operations opportunities offered by the City or Airport. The City or Airport reserves the right to cancel this RFP at any time with or without notice to proposers and without liability.

## **Proprietary Information**

The City recognizes that sensitive and proprietary information may be included with your RFP. Therefore, firms submitting a response to this RFP must invoke the protection of this section before or upon submission of the data or other materials, and must identify the specific area or scope of data or other materials to be protected and state the reasons why protection is necessary. An all-inclusive statement that the entire response is proprietary is unacceptable.

Exhibit A  
Property Locations

