

Fairfield County Airport Authority  
3430 Old Columbus Rd, NW  
Carroll, Ohio 43112

Request for Proposals (RFP)  
for the  
Fairfield County Airport  
Fixed Base Operation and Airport Manager Duties  
Pursuant to ORC 307.86 (M) & ORC 307.862

The Fairfield County Airport Authority is requesting proposals for the Fixed Base Operation and Airport Manager Duties for the Airport located at 3430 Old Columbus Rd, NW, Carroll, Ohio, 43112. The RFP documents will be available on Tuesday, October 9, 2018. The purpose of the RFP is to manage the Airport. The Fairfield County Airport is a county owned, general aviation airport with a 5,004' X 75' lighted runway. There are 72 modern t-hangar bays, six 50 x 50 Box/Corporate hangar bays, a terminal building, maintenance hangar, two corporate hangar buildings and the Historical Aircraft Squadron Museum Building. Currently, there are 7 T-hangar bays available for occupancy. The remainder of the hangar bays and buildings are occupied. The county owns and manages the fuel farm and a Jet A fuel truck, selling aviation fuel at competitive rates. The Airport hosts flight training (fix and rotary wing), maintenance services, and skydiving operations.

Qualified offerors shall have until 4:00 p.m., October 30, 2018 to submit their proposals to Staci A. Knisley, Airport Board Clerk, 210 E. Main Street, Room 301, Lancaster, Ohio 43130 no later than 4:00 p.m. Proposals will be emailed to the Fairfield County Airport Authority Board members by Monday, November 5th, 2018 for their review. Proposal submittals shall comply with the standards set forth in the Request for Proposals (RFP) posted for download on the Fairfield County websites at: [www.co.fairfield.oh.us](http://www.co.fairfield.oh.us) & [www.fairfieldcountyairport.com](http://www.fairfieldcountyairport.com). Printed copies are also available in the County Commissioners Office located at 210 E. Main Street, Room 301, Lancaster, Ohio 43130 during normal business hours.

The Fairfield County Airport Authority Board Members will evaluate all submitted proposals to determine the most suitable. The proposal selection will be based on the Evaluation of Airport Manager Proposals, Attachment F of the proposal. The Board will then negotiate a contract agreement with the selected Offeror.

End

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