

**CITY OF BENSON  
OFFICE OF THE CITY CLERK  
120 W. 6th STREET BENSON, ARIZONA**

**REQUEST FOR PROPOSALS (RFP)**

The City of Benson, Arizona is seeking responses to a request for proposals for land leases of aircraft hangars, which include the construction of aircraft hangars at the Benson Municipal Airport-Paul Kerchum Field.

Sealed proposals will be received in the Office of the City Clerk, City Hall, 120 W. 6th Street, Benson, Arizona until December 31, 2024. All proposals submitted by January 5, 2024 will be considered first by the City, and Proposals will first be considered on a bi-monthly basis thereafter until all available parcels have been leased. Accepted proposals that result in an executed land lease will commence upon agreement of the parties.

**PROPOSAL NUMBER: 2023-04 – AIRPORT-Hangar Pad Lease**

**PROPOSAL NAME: LAND LEASE OF PAD FOR BOX AIRCRAFT HANGAR  
CONSTRUCTION**

A COPY OF THE COMPLETE PROPOSAL PACKAGE MAY BE OBTAINED BY GOING TO [www.bensonaz.gov](http://www.bensonaz.gov) OR BY CALLING (520) 586-2245, OR MAY BE PICKED UP AT THE PUBLIC WORKS OFFICE AT THE ABOVE LISTED ADDRESS DURING REGULAR BUSINESS HOURS.

**PUBLISHED: Nov 29, 2023/Dec 6, 2023**

**ALL PROPOSAL INFORMATION TO BE CONSIDERED MUST BE SUBMITTED BY THE DATE AND TIME LISTED ABOVE. NO ADDITIONAL INFORMATION WILL BE ACCEPTED OR CONSIDERED IF PROVIDED AFTER SAID DATE UNLESS SPECIFICALLY REQUESTED BY THE CITY COUNCIL.**

**NO FAXED PROPOSALS WILL BE ACCEPTED.**

**For additional information, contact Bradley J. Hamilton, P.E. at (520) 586-2245**

## **BACKGROUND**

The City of Benson had the grand opening of the Benson Municipal Airport-Paul Kerchum Field (E95) on December 1, 1999. The airport is equipped with a 4,000 foot long, 75-foot-wide runway (10/28). The airport is located 120 nautical miles from Sky Harbor International Airport, and 30.5 nautical miles from Tucson International Airport. The Benson Municipal Airport-Paul Kerchum Field is a full-service General Aviation Airport that provides Jet fuel and AVGAS, and from this Field various private parties provide maintenance operations, flight training, and aircraft rental and sales. The City has a contract with Armstrong Consultants, Inc. to continue the expansion of the Airport. The City, with grant funding assistance, has made a significant investment in this airport and that investment is paying off in increased activity and interest. The traffic count is about 985 movements per month and fuel sales are about 3,700 gallons per month. There are currently 57 based aircraft at the airport.

## **GOAL**

Benson Municipal Airport-Paul Kerchum Field currently has two (2) cluster hangars on pads B, C and D, one (1) individual hangar on Pad E and one (1) commercial hangar on Pad F. The City believes additional aircraft hangars are warranted to meet a growing need. The City desires to lease pads to one or more private parties for the construction of box aircraft storage hangars and/or to create other airport related businesses.

## **INSTRUCTIONS TO RESPONDENTS**

1. A pre-proposal conference will be held on December 14, 2023, at City Hall located at 120 W. 6th Street, Benson, Arizona, to answer respondent's pre-proposal questions.
2. Proposals will be received by the City of Benson, (herein called the "OWNER") at 120 W. 6th Street, Benson, Arizona 85602, until 4:00 P.M., January 5, 2024, unless this RFP is terminated early by the City of Benson providing notice of early termination to all who have expressed interest in responding to this RFP.
3. All Proposals submitted by January 5, 2024 will be reviewed for responsiveness and possible award as the City determines appropriate. Proposals for available pads will be collected and reviewed again on March 5, May 6, July 5, September 5, November 5, 2024.
4. All proposals will be reviewed by the Public Works Department and recommendations will be forwarded to the City Council. Final determination on said proposals will be decided by the City Council.
5. Each respondent (herein called "RESPONDENT"), must submit a proposal in a sealed envelope, addressed to the City of Benson at 120 W. 6th Street, Benson, Arizona, 85602. Each sealed envelope containing proposals must be plainly marked on the outside as a proposal for the Land Lease-Box Aircraft Hangar Construction and the envelope should bear on the outside the RESPONDENT'S name and address. If forwarded by mail, the sealed envelope containing the proposal must be enclosed in another envelope addressed to the City of Benson, P.O. Box 2223, 120 W. 6th Street, Benson, Arizona, 85602.
6. All proposals must contain the minimum required specifications as set forth below.

7. RESPONDENTS are encouraged to add any additional specifications to their proposals, and the City's acceptance of a proposal may be conditioned on the inclusion of such additional specifications in a land lease contract. However, OWNER reserves the right to reject such additional specifications or to negotiate with RESPONDENT regarding same.
8. No proposal may be withdrawn after the scheduled closing times stated above for receipt of proposals for at least sixty (60) days; all Proposals submitted to the City shall remain valid for sixty (60) days.
9. All land leases entered into between OWNER and successful RESPONDENT(S) shall contain the requirements set forth in the form of land lease attached to this RFP and incorporated herein as EXHIBIT A.
10. The OWNER will not be liable for any costs incident to the preparation of proposals, proposal materials, reproductions, presentations, etc. Proposal preparation cost and presentations, if any, shall be the sole responsibility of the RESPONDENT.
11. The OWNER reserves the right to reject any or all proposals or any part thereof, or to accept any proposal or any part thereof, or to waive any informalities in the proposal, deemed to be in the best interest of the OWNER. Further, OWNER reserves the right to request additional information from anyone or all RESPONDENTS being considered by the City Council.
12. The OWNER reserves the right to reject the proposal of any RESPONDENT who has previously failed to perform adequately, whether or not such failure directly involved the OWNER.

## **MINIMUM MANDATORY REQUIREMENTS**

1. The minimum lease price shall be set at \$.24 per square foot per year for each Pad area and said lease rate shall be adjusted annually to reflect an increase in the preceding calendar year's "Consumer Price Index" of inflation.
2. The areas in the site plans attached as Exhibit B are available for lease.
3. Different and/or alternative proposals may be submitted by one RESPONDENT.
4. All original land leases of unimproved Pads shall require that construction of the hangar be completed within one (1) year from the date of the land lease, or land lease may be terminated by OWNER if such hangar construction is not completed within that timeframe.
5. The length of each lease will be established on a case-by-case basis depending on the amount of the capital investment being made.
6. Proposals should be detailed enough to permit the City of Benson to have a clear understanding of what, when and how you propose to build hangar(s). The proposal should include the type of buildings you propose to build, the proposed building manufacturer, the type of doors you will use, your construction timelines and any other information that you feel will assist the City of Benson in selecting your proposal as the one that would bring the most benefit to the City of Benson and to the Benson Municipal Airport. All buildings must be designed in conformance with the existing hangars (e.g., steel build, tan color).

7. Ownership of constructed hangars will pass from the RESPONDENT to the OWNER upon expiration or termination, for any reason, of the land lease.

### **ADDITIONAL INFORMATION**

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1. Those submitting proposals may propose a different configuration or use for the pad(s) than that which was originally envisioned. Notwithstanding this discretion, Proposals will only be considered responsive if they propose the lease of available Airport space.
2. OWNER must comply with the FAA assurances to lease the land at the fair market rate. As such, lease charges will be assessed for the entire area of each pad, regardless of the footprint of the building. The annual minimum lease rate is stated above.
3. Site plan and building requirements are contained in the City of Benson Airport Regulations, Article 19-10 of the City Code, the City of Benson Building Code and Arizona State Fire Code. Construction of hangar may require the RESPONDENT to design and construct off-pad area improvements for drainage utilities or other necessary improvements. Title for off-pad improvements located on the Airport grounds will immediately pass to OWNER.
4. The successful RESPONDENT will be required to obtain all site plan approvals and building permits at its own expense, including the payment of water development fees depending on the size of the water meter installed.
5. The City has installed 12" waterlines and fire hydrants serving all the pad areas. [IF YOU DETERMINE IT TO BE MATERIAL, PLEASE CHECK WITH THE CITY'S PUBLIC WORKS DEPARTMENT FOR MORE INFORMATION ON THE LOCATION OF WATERLINES INTO WHICH A TAP CAN BE MADE TO SERVE THE PADS.]
6. Currently wastewater disposal is by septic tank only, although a Proposer may propose plans to construct a conveyance system to the nearest City-owned Wastewater Treatment Facility. Installation of wastewater disposal facilities will require approval by both the Owner and Cochise County Health Department.
7. A sample Lease Agreement and Building Division Bulletin are attached to this **RFP** as **EXHIBIT A**.

**EXHIBIT A**  
FORM OF LAND LEASE

**EXHIBIT B**

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