



MONTEREY PENINSULA AIRPORT DISTRICT
200 Fred Kane Drive, Suite 200
Monterey, CA 93940

Michael La Pier, AAE, Executive Director

REQUEST FOR PROPOSALS
Monterey Regional Airport Fire & Related Emergency Services

SUBMITTAL INFORMATION

Monterey Regional Airport
Re: Monterey Regional Airport Fire & Related Emergency
Services
200 Fred Kane Drive, Suite 200
Monterey, CA 93940

PROPOSALS DUE ON: March 1, 2023 4:00- P.M.

Published: December 20, 2022

REQUEST FOR PROPOSALS

Monterey Regional Airport Fire and Related Emergency Services

The Monterey Peninsula Airport District (District) is considering a contract relationship with a public or private sector provider for the provision of fire suppression, fire prevention and emergency services for the Monterey Regional Airport (Airport). A successful agency or provider will be responsible for such services for the entirety of the Airport including airplane, vehicle and structure fires and other potential emergency services which are compliant with Federal Aviation Administration (FAA) standards for this Airport.

Background

The Monterey Peninsula Airport District is a special district created by the California State Legislature. Revenues are received from Airport rents, user fees, landing fees and property taxes. The District receives Federal grants for capital and infrastructure projects. These are financed from FAA Airport Improvement Program, Passenger Facility Charges (PFC) and/or other aviation user fees.

The mission of the Monterey Regional Airport is to “Provide the region convenient commercial and general aviation access to the national air transportation system, operate the Airport in a safe, efficient, and fiscally responsible manner, and develop the Airport to meet future needs.”

Fire & Emergency Services at the Airport are currently provided by the City of Monterey Fire Department (MFD).

The District owns and will provide for use by the successful provider the following firefighting vehicles:

Year – 2008
Manufacturer – Pierce – Arrow XT
Type I Structure Engine / ARFF Support
1500 GPM
750 Gallons

Year – 2005

Manufacturer – Rosenbauer – Panther

Aircraft Rescue Firefighting Vehicle (ARFF)

1500 gallons

200 gallons of AFFF (foam)

450 Gallons Dry Chemical

Year – 2003

Manufacturer – E-One Titan HPR

Aircraft Rescue Firefighting Vehicle (ARFF)

1500 gallons

210 gallons of AFFF (foam)

450 gallons Dry Chemical

Year – 1996

Manufacturer – Ford F250

4X4 Pickup Utility vehicle

Year – 2008

Manufacturer – Pierce – Arrow XT

Mobile Command Unit*

5 computer work stations

7 Kenwood 5210 mobile radios w/headsets

1 MotoSat satellite dish with controller.

1 satellite phone

3- 20" tv screens

1 smart board

*The Mobile Command Unit will be available for use by the contracting Agency or Provider. Specific personnel must be trained and designated to operate this vehicle. Use of the vehicle for other than Airport or airport events will be determined by the Executive Director or his designee. It is expected that an applicable reimbursement for cost for ‘other than Airport use” will be established and billed to the requesting agency or provider.

Airport Operational Description

The Monterey Regional Airport is an Index B Airport. This determination is based on aircraft length and average number of daily departures of air carrier aircraft serving the Airport. The following is the FAA, Part 139.317 criteria for an Index B Airport:

Either of the following:

(1) One vehicle carrying at least 500 pounds of sodium-based dry chemical, halon 1211, or clean agent and 1,500 gallons of water and the commensurate quantity of Aqueous Film Forming Foam (AFFF) for foam production, or:

(2) Two vehicles:

(i) One vehicle carrying the extinguishing agents as specified in paragraphs (a)(1) or (a)(2) of this section; and

(ii) One vehicle carrying an amount of water and the commensurate quantity of AFFF so the total quantity of water for foam production carried by both vehicles is at least 1,500 gallons.

There are approximately 60,000 airplane operations per year (an operation is a take-off or landing) of which thirty-percent (30%) are airlines, sixty-seven percent (66%) general aviation, less than two percent (4%) military.

The Airport is served by Alaska Airlines (SkyWest and Horizon Airlines), Allegiant Airlines, American Airlines (American and Envoy), and United Express (SkyWest Airlines).

There are about 30 scheduled daily arrivals and departures per day with direct service to San Francisco, Phoenix, Los Angeles, Denver, Dallas, Seattle and San Diego. There are at least two weekly flights to Las Vegas.

The Airlines serving the Airport operate 50 seat Canadair Regional Jets CRJ-200, 66 seat Canadair Regional Jets CRJ-700, 76 seat Canadair Regional Jets CRJ-900, 76 seat Embraer 175 Jets and 126,156, or 177 seat Airbus 319/320 Jets.

In addition, JSX operates scheduled service at 200 Sky Park Drive with four weekly flights to Orange County and Burbank using a 30 seat Embraer 145.

Approximately 400,000 passengers passed through the terminal in 2021.

MFD responded to 44 incidents on the Airport in 2022.

The Airport is comprised of 507 acres including an Airport Terminal building, numerous commercial structures and storage facilities, and wildland acreage.

Fire Station Overview

A Relocated Monterey Regional Airport Fire Station will be built and ready for occupancy by September of 2023. The station is located on the Northeast Corner of the Airport property and will have a dedicated vehicle service road to the main runway for rapid response to aircraft emergencies. See Attachment A for building the ARFF footprint.



Scope of Services

The District will provide the building and apparatus; with the proposing agency or provider responsible for all costs, including but not limited to: dispatching, maintenance, repairs, upkeep, IT and supplies.

If awarded a contract, the successful agency or provider should be prepared to enter into a three-year agreement for the proposed services, with the option to extend for an additional two years to the term, subject to negotiations.

ARFF SERVICES: The proposal should provide for minimum staffing of three firefighters per shift 24 hours a day, with a minimum of one being fully qualified ARFF firefighter on duty, 24/7/365. The Firefighters assigned to the station for ARFF duties must be trained to operate the Airport’s firefighting vehicles. Other apparatus must be maintained and used for non-ARFF responses. Firefighters must be trained in accordance with FAR Part 139.319, have attended FAA approved ARFF training school, and must maintain certification through participation in an annual “hot fire”

drill exercise.

The successful proposal will include providing the following services:

- Maintaining FAA required Training Records for firefighters.
- Preparing and organizing all necessary training records and exercises, including the Part 139 required tri-annual disaster exercise and other required training.
- Daily airfield inspections (FAR Part 139.327) on weekends, holidays and special occasions.

STRUCTURAL/EMS SERVICES: The proposal must include allowances for fire prevention, suppression and emergency medical services to on-Airport non-aircraft related incidents. The successful agency or provider is responsible for arranging all mutual-aid services and relationships, as well as manage and comply with the County Of Monterey, county-wide Next Generation (NGEN) Radio System Service Agreement that the Airport is party to. The Airport is comprised of 507 acres including an Airport Terminal building, numerous commercial structures and storage facilities, and wildland acreage.

The contracting Agency or Provider, if desired, may provide additional staffing and equipment as needed to meet its own off Airport non-aviation emergencies, at no additional cost to the District.

Command Staff coverage will be provided at all times with qualified personnel, knowledgeable and proficient in aircraft fire/emergencies.

The Firefighters assigned to the Airport will be expected to function as if they were “standing in the shoes” of Airport personnel. The assigned “chief” might be expected to attend staff meetings and all other required meetings. Station personnel will continue to be treated as part of the “Airport family” and participate in Airport functions. The successful agency or provider will support promotional and community activities on and off the Airport.

All proposals must include the total cost to the District for providing the scope of services stated herein, quoted as an annual cost with any inflation factor defined in the proposal.

Responding to the Request for Proposal

Proposals must be submitted as directed on Page 1 of this RFP:

All proposals must be received by March 1, 2023 at 4:00 pm. Late proposals will not be considered. Proposals **may not** be e-mailed or faxed.

Questions Pertaining to the RFP

Questions pertaining to this RFP must be submitted in writing prior to January 31, 2023 by 4:00 pm to planning@montereyairport.com. Response to questions will be posted on the District website, <https://montereyairport.specialdistrict.org/legal-notices> by February 7, 2023.

Innovative Approaches and Regional Solutions Desired

All relevant ideas and potential solutions will receive consideration.

Of particular interest to the District are proposals that capitalize on the strengths and assets of the emergency response resources available at the Airport and in nearby or surrounding jurisdictions, such that economic benefit(s) to the District and a proponent can be achieved. Agencies or Providers responding to this RFP are encouraged to “think out of the box.” While the District requires the proposal to include an annual cost with any inflation factors defined, the District will consider viable optional alternatives. However, the District reserves the right to reject any optional alternatives in favor of the annual cost proposals.

General Responsibilities for Fire and Emergency Services

Proposals are expected to meet the general responsibilities for delivering fire and emergency response services and to provide such services in a manner that delivers these services using generally accepted practices within the level of service agreed to with the District.

All proposals shall include the pricing details. Such detail will include the cost of personnel salaries and benefits, materials, equipment, and overhead costs, if any. The cost of each position/ rank must also be shown.

Pricing detail shall be depicted by year for each of the three years such that the District can evaluate the proposal's annual and total cost. Proposals may include annual cost adjustments due to anticipated changes in salary, benefits, and other costs.

Terms of the Agreement and Pricing

The District expects to complete its review and selection process so as to have all facets of the emergency response system in place on or about October 1, 2023.

If awarded a contract, the successful agency or provider should be prepared to enter into a three-year agreement for the proposed services, with the potential for adding two additional years to the term, subject to negotiations.

Submittal Guidelines

Agencies submitting proposals shall submit five bound copies and one electronic copy. The proposal must include a transmittal letter signed by an official representative authorized to commit the organization to the proposal's terms. Proposals **may not** be e-mailed or faxed.

The District reserves the right to reject any or all proposals, to request additional information concerning any proposal for purposes of clarification, to accept or negotiate any modification to any proposal following the deadline for receipt of all proposals, and to waive any irregularities if such would serve the best interests of the District as determined by the General Manager.

Additional Submittal Information

The District assumes no responsibility for delays caused by delivery service. Postmarking by the due date will not substitute for actual receipt. All costs incurred during proposal preparation or in any way associated with the agency or provider's preparations, submission, presentation, or oral interview shall be the sole responsibility of the agency or provider.

If awarded a contract, the successful agency or provider shall maintain insurance coverage, including worker's compensation, reflecting the minimum amounts and conditions specified by the District, and professional services or errors and omissions liability to cover any services rendered under an awarded contract. Proof of insurance must be provided with the proposal.

Proposal Evaluation Process and Timing

All proposals will be screened by the District. Those most advantageous to the District will be afforded the opportunity to present their proposal to a committee of District representatives. It is the District's plan to interview the most responsive

proposers prior to any decision. However, the District is under no obligation to interview any of the proposers.

Important dates and the projected timeline for this process are*:

- Questions pertaining to this RFP January 31, 2023.
- Response to Questions posted February 7, 2023.
- Proposals Due March 1, 2023.
- Review and selection presented to BOD March 15, 2023
- BOD Consideration of Draft Agreement April 19, 2023
- BOD Adoption of Agreement April 19, 2023
- Transition of Services to New Provider October 1, 2023

*All dates subject to change

Non-Obligation

The District retains sole discretion to evaluate proposals and may make an award to the agency or provider deemed to have the most responsive proposal. In addition, the District reserves the right to engage in negotiations with any agency or provider over alternatives identified in this RFP as well as alternatives that may become apparent during negotiations. Receipt of proposals in response to this RFP do not obligate the District in any way to engage any proposing agency or provider and the District reserves the right to reject any or all proposals, wholly or in part, at any time, without penalty.

The District shall bear no financial or other responsibility to any agency or provider for any reason or for any participation in the process. The District reserves the right to negotiate all final terms and conditions of any agreements entered into.

ATTACHMENT A



ROOM SCHEDULE		
Number	Name	Area
101	ENTRY	60 SF
102	HALL 1	232 SF
111	KITCHEN/DINING/DAYROOM	547 SF
110	LAUNDRY/UTILITY	101 SF
104	DORM 1 ADA	157 SF
105	BATH 1 ADA	63 SF
106	DORM 2	148 SF
107	BATH 2	63 SF
108	DORM 3	148 SF
109	BATH 3	63 SF
112	ADA WC	95 SF
113	STATION STORAGE	175 SF
114	TRAINING/COMPUTER	174 SF
115	CAPTAIN/CHIEF	201 SF
116	WATCH/FILES	130 SF
117	APPARATUS BAY	4386 SF
118	GEAR WASH/DRYING ROOM	150 SF
119	MEDICAL/DECON	150 SF
120	SCBA	208 SF
121	FIRST AID	120 SF
122	WORKSHOP	300 SF
123	SHOP STORAGE	101 SF
124	AGENT STORAGE	305 SF
125	MECHANICAL	305 SF
126	ELECTRICAL	305 SF
127	TELECOMM/IT	130 SF