



## City of Fort Worth Aviation

MIDFIELD DEVELOPMENT REQUEST FOR EXPRESSIONS OF INTEREST  
FOR NEW DEVELOPMENT



# MEACHAM

## INTERNATIONAL AIRPORT

### MEACHAM AIRPORT MIDFIELD DEVELOPMENT PROJECT

City of Fort Worth Department of Aviation  
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**RFEI ID: AVI-081522**

**Prepared By: Department of Aviation**

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NEW DEVELOPMENT REQUEST FOR EXPRESSIONS OF INTEREST (RFEI) REGARDING  
NEW AVIATION-RELATED DEVELOPMENT  
City of Fort Worth Aviation - Texas

**RFEI ID:** AVI-081522

**RFEI RELEASE DATE:** August 15, 2022

**DEADLINE TO SUBMIT QUESTIONS:** September 6, 2022, Close of Business

**PRE-SUBMISSION CONFERENCE DATE:** September 13, 2022 @ 2:00 PM

**SUBMISSION DEADLINE:** September 30, 2022 @ 2:00 PM CDT

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## I. INTRODUCTION:

The City of Fort Worth Department of Aviation (DOA) invites and welcomes qualified aeronautical firms to submit Expressions of Interest to build facilities to be used for aeronautical activity at Fort Worth Meacham International Airport (Airport). Please take the time to carefully read and become familiar with the submission requirements. All Expressions of Interest for consideration must be received by **2:00 PM on September 30, 2022**

A pre-submission conference will convene, and questions will be answered in a public forum at **2:00 PM CDT on Tuesday, September 13, 2022**, via Microsoft Teams Meeting:

### Microsoft Teams meeting

**Join on your computer or mobile app**

[Click here to join the meeting](#)

Meeting ID: 267 933 182 827

Passcode: tZpQcr

[Download Teams](#) | [Join on the web](#)

[Learn More](#) | [Meeting options](#)

Questions may be submitted by mail or email no later than **September 6, 2022**, to:

**RFEI CONTACT NAME:**

Barbara Goodwin

**TELEPHONE NUMBER:**

(817) 392-5415

**EMAIL ADDRESS:**

[Barbara.Goodwin@fortworthtexas.gov](mailto:Barbara.Goodwin@fortworthtexas.gov)

**CONTACT ADDRESS:**

Meacham Administration Building  
201 American Concourse, Suite 330  
Fort Worth, Texas 76106

#### **Online information resources:**

[Aviation Property Network | Lease, Buy & Sell Aviation Real Estate](#)

[\(apn.aero\)http://fortworthtexas.gov/aviation/](http://fortworthtexas.gov/aviation/)

[www.meacham.com](http://www.meacham.com)

When submitting RFEI questions, please ensure the following is referenced in the "Subject" field of the email:

**"AVI-081522 RFEI QUESTIONS – [Name of Respondent]"**

## II. PROJECT AND LOCATION:

Expressions of Interests are being requested for new aeronautical facility development, which is or shall be centrally located in the of the Airport, known as the Midfield Area at Fort Worth Meacham International Airport, Fort Worth, Tarrant County, Texas 76106, as shown in Exhibit A. Parcels included in this RFEI were previously identified as 11C, 12C, and 13C. For the purpose of this

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FORT WORTH MEACHAM INTERNATIONAL AIRPORT

REQUEST FOR EXPRESSIONS OF INTEREST – MIDFIELD DEVELOPMENT PROJECT

RFEI, the parcels are consolidated into one large tract of land and identified as “available parcels.” Respondents are encouraged to submit concept plans based on the needs of their development and conformity with the Airport Development Guide. Available parcels may be divided to accommodate multiple developments, but masterplan concepts are also welcome.

**III. AIRPORT INFORMATION AND MID-FIELD PROJECT TIMELINE:**

The Airport is located 5.0 miles north of Downtown Fort Worth and 2.0 miles from the Fort Worth Stockyards. The Airport is owned and operated by The City of Fort Worth (CFW).

The Airport is certified Class-IV Part 139 Airport. The Airport is served by one concrete runway (Runway 16/34; 7501 feet long x 150 feet wide) and one asphalt runway (Runway 17/35 4,000 feet long x 75 feet wide). We have a 24hr FAA control tower, U.S. Customs and Border Protection, and an Aircraft Rescue and Fire Fighting station (ARFF) onsite.

The Airport has recently attained completion for Stage One and Stage Two of the Mid-Field Redevelopment Project. Stage One consisted of demolishing the aging infrastructure within the project scoped area and the installation of two new Taxiways Golf and Hotel. Stage Two of the Mid-Field Redevelopment Project was completed as of March 2022 and consisted of developing a new access road and utility corridor that will support the development contained within the project site.

Further construction of infrastructure in the Mid-Field Redevelopment Area is pending based on development concepts received as a result of this Request for Expressions of Interest. The Mid-Field's public access easement may be reconceived to provide direct access to new developments.

**IV. PROJECT CONTACT INFORMATION:**

The following individual is the assigned contacts for the following:

For questions or information regarding Leasing requirements, contact:

**Name:** Barbara Goodwin  
**Title:** Real Property Manager  
**Phone:** (817) 392-5415  
**Email:** [Barbara.Goodwin@fortworthtexas.gov](mailto:Barbara.Goodwin@fortworthtexas.gov)

**V. SUBMISSION DEADLINE:**

Respondents shall submit no later than **2:00 PM CDT** on **September 30, 2022**, addressed by regular surface mail or hand delivered to:

Barbara Goodwin  
Real Property Manager  
City of Fort Worth, Department of Aviation  
201 American Concourse, Suite 330  
Fort Worth, TX 76106

**VI. SCHEDULED TIMELINE:**

The following timeline has been established to ensure that our project objective is achieved; however, the City of Fort Worth reserves the right to make amendments to this RFEI, including extending the deadline without prior notice.

- ❖ **Deadline to Submit Questions:** **September 6, 2022, Close of Business**
- ❖ **Submissions Due:** **September 30, 2022 @ 2:00 PM CDT**
- ❖ **Submission Selection:** **At the discretion of the Selection Panel**

*Reference Exhibit A, Location Map (Remaining Available Parcels)*

**VII. PROJECT SCOPE AND SPECIFICATIONS:**

Meacham Airport is looking for interested parties to lease new parcels that are now available in the Mid-Field Redevelopment Area. The development submissions must meet the highest and best use for this area and the Airport but are not exclusive to the development. The remaining Mid-Field Redevelopment Area available for lease, as shown in Exhibit A, is 8.686 +/- Acres. Hangars are expected to be no less than 30,000 square feet (including office/shop). Preference will be given to large-scale masterplan submissions.

**VIII. SUBMISSION REQUIREMENTS:**

1. A refundable deposit is required and is due at the time the concept plan is submitted. The submission deposit will be refunded to all respondent submissions not selected. The successful Respondent has the option to apply the submission deposit to the new Ground Lease terms or elect to be reimbursed.

Refundable Submission Deposit..... **\$5,000.00**

2. One (1) original and two (2) copies of the submission must be delivered in a sealed package with the Respondent's name, address, submittal date, and the words "MIDFIELD REDEVELOPMENT SUBMISSION" on the outside of the package. Submissions must be complete and must contain all of the information and documents required in this document. Submissions will become the property of the City of Fort Worth and will not be returned to Respondents.
3. Submissions shall be no more than thirty (30) pages in length, inclusive of all attachments except financial statements.
4. Respondents are instructed not to add, delete, or alter any of the terms and conditions of these submission documents. If Respondent makes any changes to any of the documents, the Selection Panel may, at its sole discretion, reject the submission.
5. The Selection Panel reserves the right to request additional or supplemental information or clarifications from Respondents to conduct such investigations as they consider appropriate with respect to the qualifications and capabilities of any submission or information contained in any submission. The Selection Panel further reserves the right to reject any or all submissions, to modify or supplement or amend the square footage published in the New Development RFEI

or the submission process/schedule, to waive any informality, to negotiate with Respondents, to cancel or reissue the RFEI, or advertise for new submissions.

**Submissions received after the deadline and time will not be accepted and will be returned unopened.**

**IX. QUALIFICATIONS OF RESPONDENTS:**

To be considered for the award, Respondents must deliver their submissions by the deadline. Respondents must provide evidence that they are fully competent and that they have the necessary experience and capacity to fulfill Agreement requirements. Respondent must have, at a minimum, the following qualifications:

1. Respondent shall have a minimum of five (5) years of successful, continuous, and recent experience in the operation and management or development of an aeronautical entity.
2. Respondent must demonstrate financial responsibility. Respondent shall submit the past three (3) years of financial statements prepared in accordance with generally accepted accounting principles and with an independent CPA's statement attached. Any existing debt or previous default on an Agreement with City may be cause for immediate rejection of the submission. Any failure to fulfill the previous provisions of any previous Agreement with the City may be cause for rejection of the submission and disqualification of the Respondent.
3. Respondent must demonstrate, at City's sole determination, a net worth sufficient to sustain the business operations required to be performed and maintained pursuant to Agreement requirements.
4. Respondent must be qualified and licensed to conduct business in the state of Texas. If not qualified and licensed, Respondent must confirm in writing that, if selected, such licensing will be obtained within thirty (30) days following notice of selection.

**X. PROJECT SUBMISSION EXPECTATIONS:**

The various leases shall be awarded to the submission that best accommodates the various project parameters (referenced below), meets the highest and best use for the location, and is decidedly in the best interest of the Airport and the City of Fort Worth. The Selection Panel reserves the right to award the contract to more than one Respondent and refuse any submission or contract without obligation to either City of Fort Worth Aviation or to any Respondent offering or delivering a submission.

All of the information requested below must be included in Respondent's submission. Respondents are requested to respond in full, narrative form and to include charts or other illustrations as appropriate. Responses are to be given in the same order as the inquiries, and each inquiry is to be restated prior to its response. Omission, inaccuracy, misstatement, or failure to respond may be cause to reject the submission.

***Exhibit A, Location Map (Remaining Available Parcels)***  
***Exhibit A-1, Building Restriction Lines***

The Midfield Redevelopment Map (Exhibit A) is for geographical reference only. Parcels included in this RFEI were previously identified as 11C, 12C, and 13C. As stated in Section II, Project and Location: For the purpose of this RFEI, the parcels are consolidated into one large tract of land and identified as “available parcels.” Respondents are encouraged to submit concept plans based on the needs of their development and conformity with the Airport Development Guide. Available parcels **may be divided** to accommodate multiple developments, but masterplan concepts are also welcome.

The parameters are as follows:

1. Proposed Preliminary Design, Layout, and Appearance:

Submit a detailed concept plan using the Aviation Development Guidelines and Aviation Minimum Standards, including:

- a) An initial yet comprehensive proposed preliminary design of the facility.
- b) A layout showing the location of the facility, aircraft apron, connector taxi lane to the primary taxiway, vehicle parking and access, landscaping, and dumpster containment.
- c) A visual conception of the proposed facility, maximizing the proposed leased ground space. Land remaining must be leaseable.

2. Type of Structure and Operation:

- a) Respondent must demonstrate what type of operations will occur within the facility and how the construction of the structure supports that activity. We are looking for facilities that meet Meacham Airport's requirement for the highest and best use that contributes to the economic vitality of the Airport and surrounding community.

3. Experience and Financial Stability:

- a) Submission must include the following:
  - 3.1.1 Business and individual background information.
  - 3.1.2 Business plan.
  - 3.1.3 Demonstration of financial strength and stability to include:
    - 3.1.3.1 A demonstrated financial capacity to initiate the proposed development and provide working capital.
    - 3.1.3.2 A statement of financial responsibility from a qualified financial institution or from such other source as may be readily verified through normal channels.
    - 3.1.3.3 A three (3) year historical financials (profit and loss) statement.
    - 3.1.3.4 A three (3) year historical balance sheet.
    - 3.1.3.5 A five (5) year financial (profit and loss) projection.
    - 3.1.3.6 A cash flow statement.



4. Ability to Meet Development Requirements:
  - a) Submissions must demonstrate what steps it will take to ensure it meets the requirements as set forth by the City of Fort Worth and in the Meacham Aviation Development Guidelines.
  - b) Submissions must demonstrate how the Respondent intends to go "above and beyond" the minimum development requirements.

Meacham is a professional corporate airport that strives for excellence. We are looking for high-quality developments that will meet and continue with this excellence.

***Reference Exhibit B, Aviation Development Guide***  
***Reference Exhibit C, Aviation Minimum Standards***

## **XI. SUBMISSION SELECTION CRITERIA:**

Submissions meeting the Minimum Qualifications shall go on to be evaluated by a Selection Panel based on the criteria below.

Award will be given to Respondent who, in Selection Panel's sole judgment, is most responsive in meeting the airport requirements for this development area. The evaluation criteria include the following:

1. Economic Impact:
  - a) Respondent has researched the needs and current demand of the Airport so as to not over-saturate the market.
  - b) Respondent has considered current businesses on Airport and within the community to provide a positive economic impact in a complimentary way.
  - a) Respondent has considered the ways to improve the economic quality of life within the City and its community within the submission.
2. Proposed Facility Preliminary Design, Layout, and Appearance:
  - a) The overall quality of Respondent's organization as it relates to performing the proposed services.
  - b) Comprehensiveness of Respondent's facility submission.
  - c) Demonstration by Respondent that their facility meets the highest and best standard for the Airport.
3. Experience and Financial Stability:
  - a) The extent and quality of Respondent's financial, business and development references.
  - b) Respondent's organizational structure.
  - c) Respondent's demonstration of good financial standing.
  - d) Respondent has the financial ability to design and construct new facilities.
4. Ability to Meet Development Requirements:

- a) Comprehensiveness of concept plan as it related to this Midfield Development Request for Expressions of Interest.
- b) Demonstrated ability to go above and beyond the minimum development requirements.

**XII. SCORING MATRIX:**

<u>FACTOR</u>	<u>WEIGHT</u>
Economic Impact	30%
Proposed Facility Design, Layout, and Appearance	30%
Experience and Financial Stability	20%
Ability to Meet or Exceed Development Requirements	20%

**XIII. CONCEPT PLAN SUBMISSION FORMAT**

The following is a list of information that the Respondent should include in their submission:

**Summary of Respondent Background**

- Respondent’s Name(s)
- Respondent's Address
- Respondent's Contact Information (and preferred method of communication)
- Legal Form of Respondent (e.g., sole proprietor, partnership, corporation)
- Date Respondent's Company Formed
- Description of Respondent's company in terms of size, range and types of services offered and clientele
- Respondent's principal officers (e.g., President, Chairman, Vice President(s), Secretary, Chief Operating Officer, Chief Financial Officer, General Managers) and length of time each officer has performed in his/her field of expertise
- Respondent's Federal Employee Identification Number (FEIN)
- Evidence of legal authority to conduct business in Texas (e.g., business license number).
- Evidence of established track record for providing services and/or deliverables that are the subject of this submission

Respondent agrees that the DOA or Selection Panel may contact all submitted references to obtain any and all information regarding Respondent's performance.

**XIV. RFEI AVI-081522 - EXHIBITS:**

Exhibit A.....	Location Map (Remaining Available Parcels)
Exhibit A-1.....	Building Restriction Lines
Exhibit B.....	Aviation Development Guide
Exhibit C.....	Aviation Minimum Standards
Exhibit D.....	Minimum Insurance Requirements

Exhibit E.....NFPA 409  
Exhibit F.....Sample Ground Lease Agreement

***IMPORTANT NOTE:*** *The provisions of the Ground Lease Agreement are non-negotiable. Any attempt to revise or remove existing language can impede the City’s ability to successfully enter into an Agreement.*