

Expression of Interest

Expression of Interest (EOI):	GERALDTON AIRPORT LEASE - AIRCRAFT MAINTENANCE HANGAR
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Deadline:	4:00pm, Monday 14 June 2021
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Address for Delivery:	City of Greater Geraldton PO Box 101 GERALDTON WA 6531 council@cgg.wa.gov.au
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1 Conditions of Responding

1.1 Definitions

Below is a summary of some of the important defined terms used in this Expression of Interest:

- Attachments:** The documents you attach as part of your Submission.
- Deadline:** The Deadline shown on the front cover of this Expression of Interest for lodgement of your Submission.
- Expression of Interest or EOI:** This document.
- Principal:** City of Greater Geraldton
- Respondent:** The person or persons, corporation or corporations who intends to submit a Submission in response to an Expression of Interest.
- Requirement:** The Services requested by the Principal.
- Specification:** The Statement of Requirements for Services that the Principal's Expression of Interest may request you to provide if selected as an acceptable Expression of Interest through the Expression of Interest process.
- Submission:** Completed Expression of Interest, response to specific requirements and attachments.

1.2 Expression of Interest Documents

This Expression of Interest is comprised of the following parts:

Part 1 – Conditions of Responding (*read and keep this part*).

Part 2 – Specification (*read and keep this part*).

Part 3 – Respondent's Submission (*read and keep this part*).

Separate Documents

- a) Addenda and any other special correspondence issued to Respondent's by the Principal.
- b) Any other policy or document referred to but not attached to the Expression of Interest.

1.3 How to Prepare Your Submission

- a) Carefully read all parts of this document;
- b) Ensure you understand the Requirements (Part 2);
- c) Complete the Response Form (Part 3) and your response to the Specific Requirements (Part 2) and attach your Attachments;
- d) Make sure you have signed the Response Form and responded to all the Selection Criteria; and
- e) Lodge your Submission before the Deadline.

1.4 Contact Persons

Respondents should not rely on any information provided by any person other than the person listed below:

Name:	Desmond Hill, Airport Manager
Telephone:	08 9956 6701
Email:	admin@geraldtonairport.com.au

1.5 Lodgement of Submissions and Delivery Method

The Submission must be lodged by the Deadline. The deadline for this Expression of Interest is **4:00pm, Monday 14 June 2021**.

1.6 Rejection of Submissions

A Submission will be rejected without consideration of its merits in the event that:

- a) it is not submitted before the Deadline; or
- b) it is not submitted at the place specified in the Expression of Interest; or

- c) it may be rejected if it fails to comply with any other requirements of the Expression of Interest.

1.7 Acceptance of Submissions

Unless otherwise stated in this Expression of Interest, Submission may be for all or part of the Requirements and may be accepted by the Principal either wholly or in part. The Principal is not bound to accept and may reject any or all Submissions submitted. The acceptance of a Submission does not oblige the Principal to proceed to issuing any planning or building approvals.

1.8 Respondents to Inform Themselves

Respondents shall be deemed to have:

- a) examined the Expression of Interest and any other information available in writing to Respondents for the purpose of submitting an EOI;
- b) examined all further information relevant to the risks, contingencies and other circumstances having an effect on their Submission which is obtainable by the making of reasonable enquiries;
- c) satisfied themselves as to the correctness and sufficiency of their Submissions;
- d) acknowledged that the Principal may enter into negotiations with a chosen Respondent and that negotiations are to be carried out in good faith; and
- e) satisfied themselves they have a full set of the EOI documents and all relevant attachments.

1.9 Ownership of Submissions

The City is conscious of the need to protect the intellectual property of respondents. All documents, materials, articles and information submitted by the Respondent as part of or in support of a Submission shall become upon submission the absolute property of the Principal and will not be returned to the Respondent at the conclusion of the Submission, however, will be treated as 'Commercial in Confidence' and that the Respondent shall be entitled to retain copyright and other intellectual property rights therein.

1.10 Canvassing of Officials

If a Respondent, whether personally or by agent, canvasses any of the Principal's Councillors or Officers with a view to influencing the acceptance of any Respondent, then regardless of such canvassing having any influence on the acceptance of such Submission, the Principal may at its discretion omit the Respondent from consideration.

2 Specification

2.1 Introduction

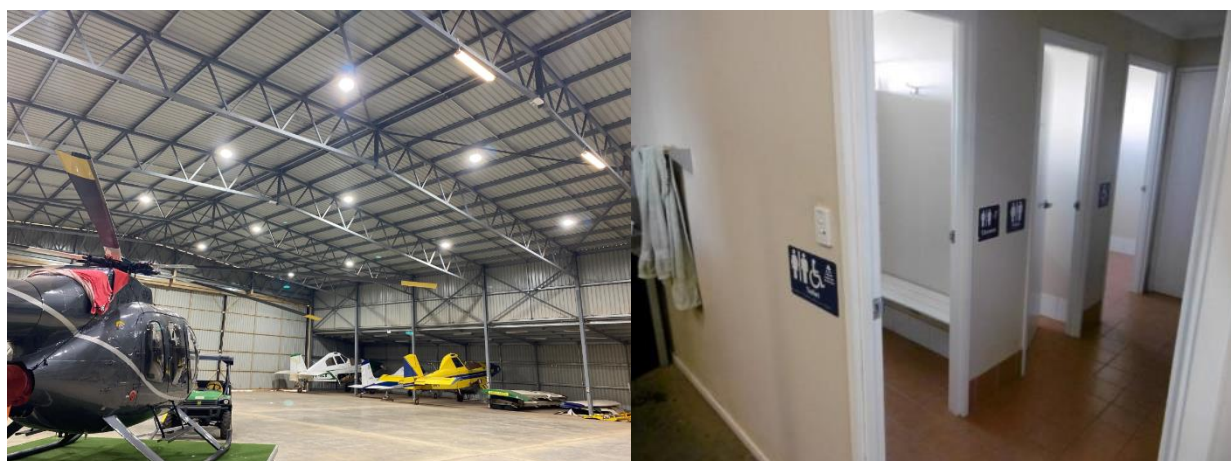
Geraldton Airport is owned and operated by the City of Greater Geraldton (the Council) and is currently a security controlled Category 3 airport.

The principle is seeking proposals for the establishment of an aircraft maintenance facility within the subject hangar (Hangar 117) at Geraldton Airport.

2.2 Background Information

Hangar 117 forms part of the Geraldton Airport which is located approximately 10 kilometres east of the Geraldton town centre with the subject hangar located to the north of the public car park, providing direct apron/airside access.

The hangar was constructed in 2009 as a purpose built building for the establishment of an aircraft maintenance facility at Geraldton Airport. Hangar 117 has appropriate LED lighting, power, water and toilet amenities.



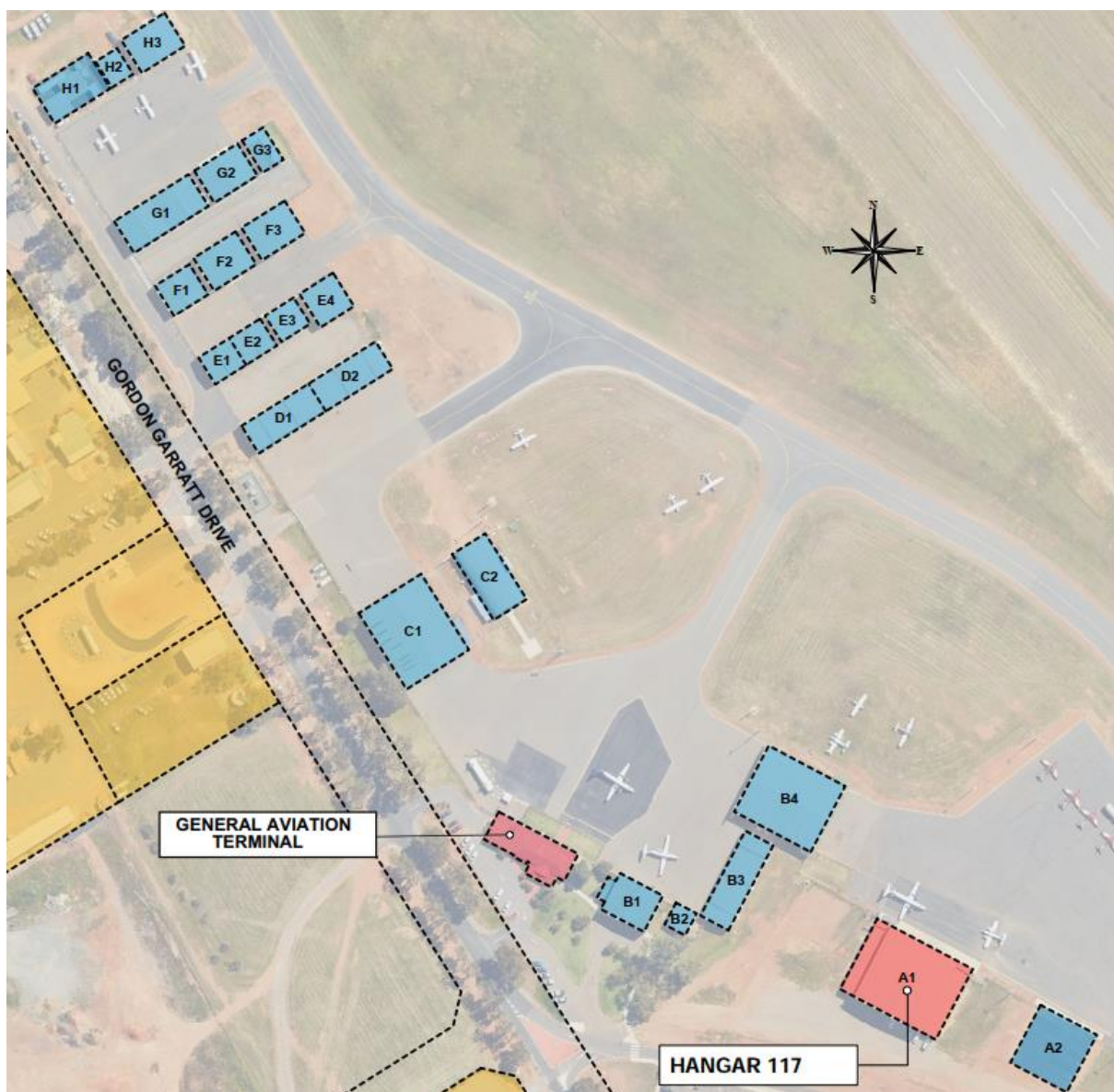
2.3 Specific Requirements

The Tenant should be aware of and conform with the following conditions of use:

1. Fit out of all internal offices and storerooms will be at the cost and responsibility of the Tenant. All modifications must comply with council building regulations;
2. Hangar use may only be for the storage, repair and servicing of aircraft or ancillary associated aviation use;
3. Parts or equipment and aircraft, may only be washed or degreased within a suitably banded environmentally friendly area;

Part 2 READ AND KEEP THIS PART

4. Fuel other than in aircraft must be stored in an approved container and be stored in a bunded area or on a self bunded pallet;
5. Prior to installation, the Airport Management must approve signage on hangars, buildings or leased premises;
6. Storage of equipment or material external to hangars or buildings is prohibited unless authorised by Airport Management, as it may cause hazards or FOD to aircraft;
7. Long term parking or abandonment of disabled aircraft external to hangars is not permitted; and
8. Prior to digging or excavating, approval in writing must be obtained by Airport Management.



The designated lease area is approximately 1,304m² to the north of the public car park and near the building known as the General Aviation Terminal.

The proposed lease conditions are as follows:

- Lease term is for 5 years with a further term option of 5 years;
- Lease fee is \$65,000 plus GST per annum with annual CPI increase and a rent review at the commencement of any further term option;
- Lessee responsible for separately paying;
 1. All applicable rates, taxes and other utilities
 2. All other costs associated with the lease

All submissions are required to be accompanied by a business case that clearly address the following:

A. Relevant Experience

Describe your experience in aircraft maintenance engineering in an attachment and label it “**Relevant Experience**”.

B. Key Personnel Skills and Experience

Respondents must address the following information in an attachment and label it “**Key Personnel Skills and Experience**”:

- a) role in the performance of a similar lease or license arrangement;
- b) qualification in the performance of a similar lease or licence arrangement
- c) any relevant additional information

C. Demonstrated Understanding

Respondents should detail the process they intend to use to achieve the Requirements of the Specification in an attachment and label it “**Demonstrated Understanding**” Areas you may wish to cover include:

- a) understanding of the critical requirement to work collaboratively with Airport personnel;
- b) understanding of the specific requirements of the specification.

3 Respondent's Submission

3.1 Response Form

The Chief Executive Officer
City of Greater Geraldton

I/We (Registered Entity Name): _____
(BLOCK LETTERS)

of: _____
(REGISTERED STREET ADDRESS)

ABN _____ ACN (if any) _____

Telephone No: _____ Facsimile No: _____

E-mail: _____

In response to Expression of Interest – Geraldton Airport Lease – Aircraft Maintenance Hangar

I/We agree that I am/We are bound by, and will comply with this Expression of Interest and its associated schedules, attachments, all in accordance with the Conditions contained in this EOI signed and completed.

I/We agree that there will be no cost payable by the Principal towards the preparation or submission of this Submission irrespective of its outcome.

Dated this _____ day of _____ 20____

Signature of authorised signatory of Respondent: _____

Name of authorised signatory (BLOCK LETTERS): _____

Position: _____

Telephone Number: _____

Authorised signatory Postal address: _____

Email Address: _____