



CITY OF BRAWLEY
NOTICE OF INVITATION
REQUEST FOR STATEMENT OF INTEREST AND QUALIFICATION
&
PROPOSALS
FOR
AIRPORT MANAGER / FIXED BASE OPERATOR (FBO)

The City of Brawley is requesting Statements of Interest and Qualifications (SOQs) for the **AIRPORT MANAGER/FIXED BASE OPERATOR** at the Brawley Municipal Airport.

SEALED PROPOSALS will be received by Ana Gutierrez, Public Works Analyst at 180 South Western Avenue, Brawley, California 92227 until **2:00 P.M.**, local time on **February 27, 2024**.

All proposals shall be submitted in a sealed envelope with the proposer's name and address on the outside of the envelope and marked: "**PROPOSAL: "PROPOSAL" AIRPORT MANAGER/FIXED BASE OPERATOR(FBO)**".

SCOPE OF SERVICES: Please refer to the Statement of Interest and Qualifications Section 2, Main Duties for A Fixed Base Operator (FBO) for scope details. In addition to the included duties, a service scope detail will be added in the lease agreement which reserves the right of the City to maintain and keep in repair all publicly owned facilities at the airport and to direct and control the activities of the FBO.

PRE-PROPOSAL CONFERENCE: A Pre-Proposal Conference is scheduled for **10:00 am., February 15, 2024**, at the **Public Works Department, 180 South Western Avenue, Brawley, CA 92227**. Attendance at this Pre-Proposal Conference is encouraged, but not mandatory. However, all proposers will be held accountable for any information and instructions that are given at the Pre-Proposal Conference.

The City of Brawley does not discriminate based on handicapped status in the admission access to, treatment, or employment in its programs or activities.

This Request for Proposal does not commit the City to award a contract or to pay any costs incurred in the preparation of the proposal. The City Council reserves the right to reject any or all proposals, and the right to waive any irregularities in the process if deemed in the best interest of the City of Brawley.

To obtain a copy of this Request for Proposal or questions relating to this proposal contact Ms. Ana Gutierrez, Public Works Analyst, 180 South Western Avenue, Brawley, CA 92227, (760) 587-4320, agutierrez@brawley-ca.gov. All questions must be submitted **no later than 5:00 pm, February 20, 2024**.

Any questions received after the deadline will not be answered. Questions received by the deadline will be answered via an Addendum.