

**Request for Proposal**  
**Airport Management and Maintenance Services**  
**Shuswap Regional Airport (Salmon Arm)**

The City of Salmon Arm is accepting proposals for its Airport Management and Maintenance Services Contract.

The proposed contract will be for a three (3) year period with an option to extend for a further two (2) year period.

Request for Proposal (RFP) documents may be obtained from the City of Salmon Arm by e-mail in pdf format by contacting Brad Ackerman, Supervisor of Parks and Recreation/Airport Operations Foreman EPW at [backerman@salmonarm.ca](mailto:backerman@salmonarm.ca) which outlines the minimum requirements of the City of Salmon Arm. All proponents are required to register their intention to submit a proposal in response to the Airport Management / Maintenance Services RFP. The purpose of registration is to ensure every proponent receives any and all addendums that may be produced or information updates. All enquiries should be directed to Brad Ackerman, Supervisor of Parks and Recreation/Airport Operations Foreman EPW.

The Shuswap Regional Airport (Salmon Arm) is a Transport Canada certified, Code 2B non-instrument, full service, 75' x 4500' paved runway, year round aerodrome, located at 4300 - 20 Avenue SE, Salmon Arm, British Columbia.

Management and maintenance services include, but are not limited to, aviation fuel monitoring/control and dispensing, security, airstrip operation, grounds maintenance, collection of fees and charges, terminal building operation and maintenance, etc.

The successful proponent must provide management and maintenance services to effectively and efficiently operate the airport in a professional and businesslike manner. The services required will vary from day to day and from season to season, therefore, the time required to undertake the services will also vary.

The closing date and time for receipt of the sealed Proposals is January 27, 2012 at 2:00 p.m. and must be submitted to Brad Ackerman, Supervisor of Parks & Recreation/Airport Operations Foreman EPW at the address noted below. Proposals received after the closing time will be returned unopened.

City of Salmon Arm  
500 - 2 Avenue NE  
Box 40 Salmon Arm, BC V1E 4N2  
Telephone: (250) 803-4084  
Fax: (250) 803-4041