

# Jasper County Airport Commission

Commission Agenda

Jasper County Clementa C. Pinckney Government Bldg.

358 3<sup>rd</sup> Avenue, Ridgeland, SC29936

Wednesday, December 13, 2023

6:00PM

## **AGENDA**

### **6:00PM**

1. Call to order and roll call

Clerk's report of compliance with the freedom of information act.

In compliance with the freedom of information act, notice of meeting and agenda were posted and furnished to all news media and persons requesting notification.

2. Terminal South Redevelopment RFP

3. Contracts Questions and Answers

4. Public Comment

5. Commission Members Questions Comments

6. Adjournment



## Jasper County Airport Commission November 15, 2023 MINUTES

**Jasper County Airport Commission Members Present:** Mr. Avery Cleland, Chairman; Mr. Richard Dean, Vice-Chairman; Mr. James Williams, Secretary; Mr. Baylor O’Cain; Mr. Steven Alston; Mr. Andrew Fulghum, Ex Officio; Mr. Danny Lucas, Ex Officio; Mr. Dennis Averkin, Ex Officio

**Staff Present:** Mr. David Tedder, Mr. John Kemp, Mr. Coy Garbade, Ms. Tara Hayes

**Call to Order:** Mr. Lucas brought the meeting to order at approximately 6:05 P.M.

**Report of Compliance with the Freedom of Information Act:** Read by Mr. Tedder

**Airport Budget Overview and Status:** Mr. Lucas discussed the airport budget, including contracts for landscaping, fuel service, and consulting. Chairman Cleland asked for a list of all contracts and obligations of the airport. Mr. Williams recommended scheduling a Budget Workshop, Mr. Dean seconded, all Commissioners voted in favor.

**Fuel Systems and AWOS plans and status:** Mr. Lucas gave an update stating we have a contract for the Fuel Farm and it should be here the week before Christmas. He said we have no date at this time on when AWOS will be available and installed.

**Consideration of Meeting Dates for 2024:** Mr. Williams suggested meeting monthly on the 2<sup>nd</sup> Wednesday of each month at 6pm, transitioning into quarterly meetings at some point; seconded by Mr. Dean, all Commissioners voted in favor.

**Citizen Comments:** Councilman Garbade discussed money spent and problems with fuel tanks and questioned when the airport will be fully functional and profitable. Chairman Cleland said most smaller airports are not usually profitable, but they will put a lot of effort in to review and address all concerns. He also said that the new Fuel Farm should resolve the problem with the current fuel tanks and save money on fuel. There was public comment about an alternate fuel source, Chairman Cleland said they will look into it.

**Approval of the Minutes of 09-26-2023:** Mr. Williams moved to approve the minutes as presented, Mr. O’Cain seconded, all Commissioners voted in favor.

**Terminal South Redevelopment Plan:** Mr. Lucas said the Terminal South Redevelopment Plan provides a footprint and will become part of the revised Airport Layout plan should the Airport Commission choose to recommend it and the County choose to adopt it. There was discussion of water and sewer, currently all requests for extensions of service go to the Town of Ridgeland. All new builds would be negotiable terms, sizes, etc. There was discussion of coming up with a plan

for allowing construction of new hangars. Councilman Kemp said this plan has already been brought before County Council and denied, Mr. Fulghum said his understanding was that it was pending the newly formed Airport Commissions review. Mr. Williams moved to postpone further discussion to the December meeting to gather more information, Mr. O’Cain seconded, all Commissioners voted in favor. The next meeting was scheduled for December 13<sup>th</sup> with a Workshop at 4pm and Meeting at 6pm.

**Training for Commission Members:** Mr. Lucas discussed the topics he would suggest for training; Brief History of the FAA, Airport Improvement Program, Minimum Standards for Aeronautical Services, Minimum Standards for Aircraft Hangar Construction, Airport Rules and Regulations, Grant Assurances, Graphical Airport Buildout, and Budget. Mr. Tedder said the ordinance requires training on Meeting Procedures, Fiduciary Duties, Airport Policy, Aviation Policy, Other Responsibilities which were started at the last meeting, Procedure for Public Comment, and Ethics. Chairman Cleland asked if they could have all the information sent in advance to review.

**Commission Members Comments:** Mr. O’Cain said his concerns are development, fuel, and making the airport successful. He said they need more information to be better informed. Mr. Dean said his concerns are revenues and expenses. Mr. Williams said he would love for this airport to have its own fingerprint. There was some discussion about the Agenda setting process.

**Adjourn:** Mr. Williams moved to adjourn the meeting, Mr. O’Cain seconded, everyone voted in favor. The Meeting adjourned at approximately 7 P.M.

Submitted by:  
Tara Hayes  
Planning & Zoning Coordinator

**REQUEST FOR PROPOSALS (RFP)**  
**TERMINAL SOUTH**  
**REDEVELOPMENT**



**AIRPORT**  
**RIDGELAND, SC**

**December 12, 2023**

## **I. PURPOSES**

The purposes of the Terminal South Redevelopment are to:

- Provide for the efficient development/redevelopment of airport property;
- Solicit proposal(s) demonstrating highest & best use of limited acreage available for development/redevelopment;
- Extend priority to proposals providing aeronautical services to the flying public;
- Insure design and construction of consistent, high-quality infrastructure;
- Protect and enhance airport investments.

## **II. SCOPE**

Jasper County, South Carolina d/b/a SkyBlue Aviation is seeking proposals from qualified persons or entities to provide hangars and associated structures to conduct select aeronautical services for the redevelopment of the Ridgeland – Claude Dean Airport, Terminal South. The Airport will enter into appropriate ground lease(s) and operating agreement(s) with the successful Proposer(s).

## **III. AIRPORT**

The Ridgeland – Claude Dean Airport (Airport) is located in Ridgeland, South Carolina and owned by the Jasper County Council. The County Council provides policy direction for the Airport through the County Administrator. Operational control of the Airport is vested in the Jasper County Administrator and further delegated to the Development Services Director. The Airport Manager and staff conduct the day-to-day business operations and maintenance of the Airport.

The Airport is classified by the Federal Aviation Administration (FAA) as a non-primary airport serving primarily the General Aviation sector. Jasper County provides Fixed Based Operator (FBO) services d/b/a SkyBlue Aviation and is responsible for providing aviation fuel and other aeronautical services at its sole discretion. The Airport has approximately 70 based aircraft; including 3 turbine aircraft. There are 42 aircraft storage hangars located on the field.

The Airport is a federally obligated airport and is a member of the National Plan of Integrated Airport Systems (NPIAS). A new 4,200-foot Runway 18/36 with parallel Taxiway Alpha was officially commissioned February 2020. The original Runway 03-21 was converted to Taxiway Bravo. A Medium Intensity Runway Lighting System (MIRL), Runway Identifier Lights (REILS) and Precision Approach Path Indicator (PAPI) are also available. An 84,000 square foot apron and 32-stall parking lot was opened in October 2020. A 3,600 square foot temporary terminal/FBO opened June 2022. An additional 84,000 square foot apron opened April 7, 2023. Future facilities to be constructed include:

- ✓ Aviation Fuel Farm
- ✓ Permanent Terminal/FBO Building
- ✓ Automated Weather Observation System (AWOS)
- ✓ RNAV GPS Instrument Approach
- ✓ T – Hangar Taxilanes and T-Hangars

**IV. OPPORTUNITIES FOR TERMINAL SOUTH REDEVELOPMENT**

The Airport has a need to establish reliable, defensible levels of service, incumbent of a full-service airport, catering to the flying public and the airport’s clientele, discriminating aircraft owners and commercial operators.

Terminal South is the legacy airport approximated by 76 acres comprised of the old Runway 03 – 21 paved by the State of South Carolina in 1960. There are 42 legacy hangars, privately owned, constructed in the intervening years.

The Airport is positioned in the high-growth area serving the South Carolina Lowcountry of South Carolina and the Coastal Empire of Georgia, approximately 612,000 persons according to the 2020 Census. The County intends to select proposer(s) based upon competitive proposals submitted pursuant to this Request for Proposals (RFP). After evaluation of all proposals, the County intends to enter into agreement(s) with the selected proposer(s).

**V. MINIMUM STANDARDS**

The Proposer(s) shall demonstrate in their proposal(s) the ability to meet or exceed the airport “Minimum Standards for Hangar Construction” , Version May 10, 2019, adopted June 2019, and “Minimum Standards for Aeronautical Services.”

**VI. CONTRACT REQUIREMENTS**

The successful proposer(s) will be required to contract with Jasper County, South Carolina; subject to review by the Federal Aviation Administration (FAA) and South Carolina Aeronautics Commission.

**VII. SELECTION COMMITTEE AND EVALUATION**

The County Administrator, Development Services Director (Airport Manager) and Administrative Services Director (selection committee) will evaluate the submittals received by the aforementioned deadline.

**EVALUATION CRITERIA**

Design & Construction Timetable (20%)
Totality of proposal to provide Terminal South Redevelopment (30%)
Services, equipment and capital investment proposed. (50%)

**VIII. SELECTION OF SUCCESSFUL PROPOSAL**

The Selection Committee will select, in its sole discretion, the proposer(s) that the Airport desires to contract with for hangar development/redevelopment at the Ridgeland – Claude Dean Airport, Terminal South. Under the appropriate ground lease(s) and operating agreements, the selected proposer(s) will meet the Airport’s requirements for hangar and associated structures in accordance with airport “Minimum Standards for Hangar Construction’ as it may be modified through negotiations with the Airport and incorporated into the Terminal South Redevelopment Plan.

If the Airport and the selected proposer(s) cannot agree on contract terms or of the selected proposer fails to promptly execute design & construction of hangar(s) and associated structures agreement tendered, the Airport may abandon its discussions with the selected proposer(s) and select other proposer(s) by readvertising the RFP and/or selection from the current and subsequent list of proposers.

**IX. PROPOSAL DEADLINE**

RFP documents nine (9) originals of which must be delivered via mail or in person, and marked “**3J1 Terminal South Redevelopment RFP**” on the outside of the envelope. Mailed documents must be post-marked no later than Friday, March 22, 2024. Documents must be complete and include information requested in these instructions.

Please limit proposals to no more than five (5) pages, single-sided (minimum 11 point font) including cover letter.

**X. PROPOSAL INQUIRIES**

All inquiries concerning technical requirements of this RFP or request for inspection of the airport facilities shall be directed by email to:

Danny Lucas  
Director, Development Services Division  
Jasper County Government  
[dlucas@jaspercountysc.gov](mailto:dlucas@jaspercountysc.gov)

**XI. SUBMITTALS**

Please submit RFP documents to:

Kimberly Burgess  
Director, Administrative Services Division  
Jasper County Government  
P.O. Box 1149  
358 3<sup>rd</sup> Avenue  
Ridgeland, SC 29936

**XII. EXHIBIT “A”**

The proposer(s) shall use Exhibit “A” as a guide to determine hangar construction opportunities for Terminal South Redevelopment. Exhibit “A” illustrates; but is not restrictive of hangar construction opportunities available to proposer(s). The red scalloped area is available for initial development/redevelopment. The area north of the red scalloped area is not available to this Request for proposals (RFP).



