



SAUGEEN
MUNICIPAL AIRPORT

Request For Proposals
Airport Farmland Rental 2024
at the Saugeen Municipal Airport (SMA)

Saugeen Municipal Airport
34 Saugeen Airport Rd.
RR#1
Walkerton, ON N0G 2V0
(519) 364-3220

Closing Date:

June 1, 2023

Saugeen Municipal Airport Request for Proposals

Farmland Crops on approximately 56-100 acres (SMA)

Submittal Documents

Sealed Proposals clearly marked as to contents will be received by:

Saugeen Municipal Airport Commission

c/o Dave Hocking

34 Saugeen Airport Rd. RR#1

Walkerton, ON. N0G 2V0

Up until 3:00 pm local time on June 1, 2023

RFP Documents may be obtained, in person, from the Saugeen Municipal Airport, or by email request to the undersigned:

Airport Manager

mgr@saugeenmunicipalairport.com

Right to Accept or Reject Proposals: The SMA, at its sole discretion, reserves the right to accept or reject any or all proposals. The SMA reserves the right to waive any irregularities in any proposal, and to request clarification and additional information on any proposal. The highest or any proposal will not necessarily be accepted. The RFP shall not be construed as an agreement to rent SMA owned farmland.

1. Overview

The Saugeen Municipal Airport desires our farmland to be planted in crop. Current crop over the past 4 years has been hay. Current crop land is approximately 56 acres and could possibly reach approximately 100 acres. Provider must have farm experience, with equipment or resources to farm equipment, to farm the land, in a professional manner to which the farmland is not harmed in any way. We are looking for a rate per acre, to commence in the 2024 crop year and specify how many years you would like to farm the land for.

Key Expectations are as follows:

- a) Proponent must be insured.
- b) Experience with crops and crop production.
- c) Shall maintain a safe work environment.

2. Definitions

Terms used in this Request for Proposals:

- a) RFP The term “RFP” means Request for Proposal.
- b) SMA The term “SMA” means Saugeen Municipal Airport.

3. The RFP Submittal and Selection Process

The RFP is designated to give proponent the broadest possible flexibility to address the work elements outlined in the next section. The selection process will involve three steps.

Proponent shall provide information to describe the approach, methodology and strategies and/or activities to be used in addressing each of the parameters.

The following parameter shall guide the proponent’s proposal:

- a) Proposal must be in a PDF, Word format using no less than 12-point font, or legible handwritten letter.

The SMA Commission will review the responses and select a proponent.

Based on the review, the SMA Commission, will prioritize the proponents and enter into negotiations with the selected proponent on work plan. Should those negotiations prove unsuccessful, the SMA Commission and along with the Airport Manager will invite the next highest prioritized proponent to join in negotiation.

In the second and third phase of the selection process, the SMA Commission and Airport Manager may choose to select the proponent by work elements and therefore may only negotiate with a given proponent on certain work elements.

The selected proponent will be invited to negotiate the final scope of work, schedule, and fees with the SMA Commission and Airport Manager. If negotiations with the proponent are not successful, the SMA Commission and Airport Manger reserve the right to negotiate with the next best-qualified proponent.

The Airport Manger will offer a viewing of the farmland, by appointment only and answer any questions.

4. Insurance Requirements

The selected proponent shall provide SMA with proof of liability insurance in the amount of two million dollars (\$2,000,000) and the proponent agrees to indemnify and save harmless SMA from all suits and action for damages and costs to which they may be put by reason of injury to persons or property resulting from negligence, carelessness, or any other cause whatsoever in the performance of the work.

5. Proponent's Indemnification

The successful proponent shall indemnify and save harmless the SMA from and against all losses and all claims, demands, payments, suits, actions, recoveries and judgements of every nature and description made, bought or recovered against the SMA by reason of any act or omission of the Proponents, their agents or employees, in the execution of their work.

6. Included in the submittal shall be the following:

- a) Cover letter with contact information.
- b) Proposed approach to cropping.
- c) Statement of qualifications.
- d) The proposal shall be signed in ink by a duly authorized officer of the company.
- e) Rate per acre.

7. Scope of Work

The Airport Staff will be notified of operations in advance.

A farm rental agreement will be given to the awarded proponent for review.

8. Projected Timeframe

The selected proponent will be granted permission to access the designated land in fall 2023, as per accepted farming practices will allow.

Company Name

Signature of Authorized Person

Name (Please Print)

Address

Email Address

Phone

Date

9. Statement of Bidder

Bid Document Name: Airport Farmland Rental 2024

- a) I/We have reviewed all terms and conditions of all forms included as part of this bid package.
- b) I/We have read and understand all the terms and conditions of the pages included as part of this bid package.
- c) I/We understand that if our bid is successful, all requirements of the successful bidder as outlined in this bid document will be completed by the time and in the format required.

Dated at _____ this _____ day of _____, 2023.

Witness

Signature of Authorized Person

Print Name of Authorized Person

Position