

**RESOLUTION AND NOTICE OF INVITATION  
TO BID CARSON CITY AIRPORT LEASES**

The Carson City Airport Authority will receive sealed bids for the lease of airport property located at 2025 Arrowhead Dr., APN 005-011-94, (formerly leased to Shadetree Aviation) upon minimum terms and conditions as adopted by the Carson City Airport Authority on November 16, 2022. The minimum terms, conditions and specifications together with maps identifying the property available for lease are on file and available for inspection at the offices of the Carson City Airport Authority, Airport Manager, 2600 E. College Parkway, Terminal Building, Carson City, Nevada, or on the Authority's webpage [www.flycarsoncity.com](http://www.flycarsoncity.com)

Bidders may obtain copies of the documents from the Airport at no charge by downloading them from the Information page on the Authority's webpage.

The Airport Authority resolved its intention to invite bids to lease the following property:

- (a) Area offered for lease. That lot located on the Airport property, is within the east one half (1/2) of section four (4) Township 15, North, Range 20 East, MDM, Carson City, Nevada, contains approximately 24,990 square feet, and is located on the west side of the north ramp area of the Airport, all as described in the legal description and ramp diagram document prepared by Atkins and posted on the airport webpage, [www.flycarsoncity.com](http://www.flycarsoncity.com).
- (b) The minimum rental and terms.
  - 1. Lease term to be 50 years, with an automatic CPI adjustment every 2 years.
  - 2. The Airport Authority will consider offers to lease the parcel with the existing hangar for a minimum rental rate of \$6,600.00 per month (ie. 79,200.00 per year, with the current improvements, including lease of the hangar. The Airport Authority will alternatively consider offers to purchase the existing hangar for \$1,300,000.00, along with a lease of the parcel for a minimum rental rate of \$1,000.00 per month (ie. \$12,000 per year).
  - 3. Proposals for a reduced parcel size will be considered at the appraised rate.
  - 4. Lease includes aircraft access to aircraft movement area at no additional cost. Tenant is responsible for maintenance of paving on the area leased.
  - 5. Lessee must comply with all Airport rules, including those set forth in Carson City Municipal Code Title 19.
  - 6. A model lease is provided with the document package setting forth the terms.
  - 7. The proposed uses are for FBO operations as set forth in CCMC 19.02.020.350(5), as well as other uses proposed by the bidder which the Authority finds reasonable and compatible and otherwise permitted by Title 19.
  - 8. The successful bidder must reimburse the Airport Authority for the appraisal costs. (estimated at \$4,995)

(c) Sealed bids must be received at the office of the Carson City Airport Authority by 5:00 p.m. January 12, 2023. The bidder must supply 10 copies of his/her bid. A special public meeting of the Carson City Airport Authority will be held at the Robert Crowell Board Room, Community Center, 851 E. William St, Carson City, Nevada at 5:30 pm on January 18, 2023. Any interested person may appear at the meeting. At such time all sealed proposals will be opened and examined by the Authority, and at which time the Authority will select the winning bid. In the event that additional time is needed by the Airport Authority to review and select the winning bid, a special meeting will be scheduled within 21 days of bid opening per NRS 244.283. The Airport Authority will examine all bids from the standpoint of best airport land use, appearance, and integration into other airport operations and shall accept the highest bid which meets those and the other specified terms and conditions. Terms and conditions contained in bids which differ from the specified requirements, but are considered reasonable by the Carson City Airport, may be negotiated as a condition of award. Oral bids may be made at that time under the provisions of NRS 244.283. Persons who submit sealed bids shall be considered to have given notice that they may participate in oral bidding. Persons who do not submit sealed bids must notify the Airport Authority in writing at least 5 days prior to bid opening of their intent to participate in oral bidding. At the time of such bidding, said persons must identify how their bids comply with the minimum terms.

Terms and conditions also include a requirement that the first year's minimum rent be paid in advance at the time of execution of the lease, and that said lease is conditioned upon approval by the Carson City Board of Supervisors as required by law.

Bids must be accompanied, at a minimum, with a completed Lease Proposal Form, and a statement verifying that all terms and conditions set forth in the bid documents (including the lease) are accepted, or identifying alternative terms and conditions. All bids must remain available for acceptance for 60 days.

The Carson City Airport Authority reserves the right to reject any or all bids, or, accept reasonable modifications and limitations.

Carson City Airport Authority,  
Michael Golden, Chairman