



## **TERMS OF REFERENCE FOR AIRPORT OBSTACLE LIMITATION SURFACE ASSESSMENT SURVEY**

The Corporation of the Town of Hearst is seeking proposals from consultants to carry out an obstacle limitation surface assessment survey at the Hearst (Rene Fontaine) Municipal airport. In Order to meet revised Advisory Circular 301-001 and in preparation of hiring an External Design Organization for the airport instrument approaches, the Corporation of the Town of Hearst will need to provide a revised Aerodrome Operator attestation to a contracted EDO by the summer of 2020.

### **BACKGROUND**

The René Fontaine Municipal Airport was constructed to Certified level in 1981 with a facelift and upgrades to its infrastructures in 1995. The airport was later reverted to Registered status due to regulatory and financial constraints.

Current facilities include the following:

- A 4,500-foot-long by 100 feet wide paved runway with taxiway and public apron,
- A modern airport terminal,
- A fuel supply depot for 100 LL with single point fuelling for Jet A1,
- Aircraft parking, plug-in and tie-down area,
- Two standalone RNAV (GNSS) approaches (Runway 04 & Runway 22),
- Runway Identification, Precision Approach Path Indicator and Runway edge lighting available through the Unicom automated radio control system,
- An Approach Unicom (AU) for the provision of weather information during instrument approaches,
- Two NavCanada weather cameras,
- On site local weather through the Town of Hearst airport web section,
- An aviation maintenance shop and an aircraft storage building, and
- A fire alert building for forestry fire fighting.

The Airport's last Aerodrome Operator Attestation was provided to Transport Canada on June 20, 2014. Before submitting the attestation, an Obstacle Limitation Surface survey was carried out by a contracted surveyor and a substantial investment was put in place for tree clearing and brush cutting to upgrade to Non-Precision Runway Standards.

## SCOPE OF WORK

The successful consultant will:

- Conduct an obstacle limitation surface assessment of the Hearst Airport aerodrome physical characteristics in accordance with Transport Canada Advisory Circular AC 301-001 latest revision,
- Conduct this assessment for both runway 04 and runway 22,
- Identify technologies used for the survey such as: theodolite, aerial or ground base lidar, aerial photography and GPS,
- Perform the assessment with the goal of maintaining non-precision runway OLS status for aircraft categories A, B, C & D,
- Identify each penetration obstacles such as brush, trees, buildings, towers by Lat/long with their incursion value,
- Prepare an OLS contour plan with top view and side view on easy to read color maps and diagrams,
- Provide Lat/long survey assessment points (benchmarks) on the contour plan to identify runway strip, inner edge, approach surface and transitional surface, and
- Provide all actual aerodrome physical characteristics such as elevations, coordinates, angles/percentages and distances in order to prepare the Hearst Airport Aerodrome Operator Attestation form.

The Obstacle Limitation Surface assessment survey shall be completed and submitted to the Town of Hearst by May 15<sup>th</sup> 2020.

To meet the deadline of May 15<sup>th</sup> 2020, the successful candidate must plan to complete the onsite survey by April 15<sup>th</sup> 2020.

### References:

- Hearst GNSS approach charts and aerodrome chart per Canadian Air Pilot section 4
- Canada flight supplement, section B1 Facility Directory (Hearst (Rene Fontaine) Municipal Airport)
- Transport Canada Advisory Circular AC 301-001 latest revision
- Transport Canada Advisory Circular AC 803-007 latest revision
- TP 308/GPH 209 change 7, criteria for the development of instrument procedures
- TP 312 5<sup>th</sup> edition, aerodromes standards and recommended practices
- Town of Hearst website section: <https://www.hearst.ca/en/visitors/hearst-airport/>
- Hearst Airport 2014 Aerodrome Operator Attestation (Available on request)

## TOWN'S EXPECTATIONS

The Town and its partners have certain expectations that the Consultant must meet:

- ✓ The Consultant will prepare and execute a contract for this project and will commence work on this project upon execution of such contract by the Town.
- ✓ The Consultant will confer closely with the Airport Manager for the purpose of directing this project.
- ✓ The Consultant will use its own qualified and experienced personnel to conduct this project, unless expertise in a specialized field is required.
- ✓ If specialized expertise is required, the Consultant will subcontract and pay for such services.
- ✓ The Consultant will deliver a final report, including all packages that have been developed, in hard copy and electronic format.

## SUBMISSION REQUIREMENTS

Proposals must contain but are not necessarily limited to the following:

- an outline of the proposed work program to be carried out by the consultant, which briefly describes the various tasks to be accomplished
- a work schedules
- a list of personnel to be involved, their respective roles and their qualifications
- a list of sub-consultants, if applicable
- a brief résumé of relevant and comparable work undertaken, including references
- contract price for the project, including a breakdown showing disbursements and expenses.

Proposal submissions must be forwarded to the address below in a sealed envelope or other suitable package, clearly marked "Airport obstacle limitation surface assessment survey":

The Corporation of the Town of Hearst,  
P.O. Bag 5000,  
925 Alexandra Street,  
Hearst, Ontario  
P0I 1N0

Attention: Yves Morrissette, CAO

To be considered for this project, proposals from Consultants must be received **on or before 3:30 p.m. on Thursday, February 27 2020**

#### QUESTIONS AND CLARIFICATION

All questions with respect to this RFP should be directed to the attention of Luc Lanoix, Airport Manager for the Hearst (Rene Fontaine) Municipal Airport. Questions may be forwarded to the aforementioned by:

telephone at (705) 372-2842, or  
E-mail at [hearstairport@hearst.ca](mailto:hearstairport@hearst.ca)

#### EVALUATION OF PROPOSALS

All of the eligible proposals will be evaluated on the basis of price, proposed work program and work schedule, In addition to the relevant experience and expertise of the key personnel to be involved in this project. The successful candidate will be notified following the decision of Hearst Council, and will prepare a contract for execution by the Town, which is based on the requirements of this RFP and is satisfactory to the Municipality.

Please note that the Town of Hearst, in its own best judgment, reserves the right to ultimately select the Consultant deemed to be most suitable and qualified to undertake this project. The Town may therefore select any proposal or reject all proposals and is not bound to accept the proposal with the lowest cost.