



AIRCRAFT CARGO CHARTER SERVICES

AVAILABLE TO STATE AGENCIES

AVAILABLE TO POLITICAL SUBDIVISIONS

The Division of General Services has established these contracts to provide aircraft cargo charter services for the transportation of state cargo to all areas within the state of Alaska.

The contracts shall be on an as-needed basis for all Executive Branch Agencies. All other State of Alaska governmental entities may purchase from these contracts, including entities such as the Alaska Legislative Branch, the Alaska Court System, the University of Alaska, Boards and Commissions, and all State of Alaska political subdivisions; cities, boroughs and school districts.

Contract No. 2014-9900-2300

Term of Contract: March 25, 2014 through February 28, 2017

Renewals Remaining: none

CONTRACTOR SELECTION PROCESS: An ordering agency will first consider the *type of aircraft* needed to complete the charter. This determination shall be based on, but not limited to, aircraft size and performance, transportation of hazardous materials, and available optional equipment.

The ordering agency shall then perform a *value analysis* to determine which contractor will be contacted first based on the lowest priced aircraft. This value analysis will be based on all factors that may affect the total charter cost, including but not limited to, aircraft performance factors, aircraft location, flight-time rate, minimum flight-time, additional standby-time rate, and fuel costs.

The contractor with the *lowest priced aircraft that meets the state's requirements will be contacted first*. If for any reason the first contractor is not available or cannot perform the required service, the state will contact the contractor with the next lowest priced aircraft that meets the state's requirements. This process will continue until a contractor who can perform the service is identified.

Note: Ordering agencies should thoroughly consider all factors prior to selecting an aircraft, and if there is a potential cost savings based on contractor's rates or other factors, select aircraft from alternate locations.

Agencies can use www.travelmath.com to determine estimated distance and flight time between two locations by entering the contractor's listed average cruising speed (knots) listed for that particular aircraft.

To perform the value analysis:

[Click here to open the Aircraft Cargo Charter spreadsheet.](#)

Follow the instructions provided on the spreadsheet.

State agencies and other governmental entities using this contract should report each instance that a contractor is not available or cannot perform the required service to the Contracting Officer for documentation. The failure of a contractor to provide service under the terms and conditions of this contract three times within a 30-day period may result in contract default action.

This document contains a majority of the terms and conditions that apply to the above contracts. If you require additional information, contact the Contracting Officer listed below:

Shavonne Jordan
Contracting Officer

State of Alaska
(907) 465-5682

Shavonne.jordan@alaska.gov

Contractor Information

CA 2014-9900-2300A

70 North

3705 Arctic Blvd #480
Anchorage, AK 99503

Contact: Mike McCrary
Phone: (907) 659-2544

Email: operations@seventynorth.com

CA 2014-9900-2300B

Bering Air

PO Box 1650
Nome, AK 99762

Contact: David Olson
Phone: (907) 443-8985

Email: david@beringair.com

CA 2014-9900-2300C

Coastal Helicopters

8995 Yandukin Dr
Juneau, AK 99801

Contact: Mike Wilson
Phone: (907) 789-5600

Email: mwilson@coastalhelicopters.com

CA 2014-9900-2300D

Egli Air Haul

PO Box 169
King Salmon, AK 99613

Contact: Sam Egli
Phone: (907) 246-3554

Email: egliair@bristolbay.com

CA 2014-9900-2300E

Everts Air Cargo

5525 Airport Industrial Rd.
Fairbanks, AK 99709

Contact: Robert Ragar
Phone: (907) 450-2349

Email: rragar@evertsair.com

CA 2014-9900-2300F

Frontier Flying Service

5245 Airport Industrial Way
Fairbanks, AK 99709

Contact: John Hajdukovich
Phone: (907) 450-7241

Email: johnny@eraalaska.net

CA 2014-9900-2300G

Hageland Aviation Services

4700 Old Int'l Airport Rd
Anchorage, AK 99502

Contact: John Hajdukovich
Phone: (907) 450-7241

Email: johnny@eraalaska.net

CA 2014-9900-2300H

Kavan Air

3941 Floatplane Dr.
Anchorage, AK 99502

Contact: Mike Laughlin
Phone: (907) 243-8535

Email: mike@regal-air.com

CA 2014-9900-2300I

Northern Air Cargo

3900 Old Int'l Airport Rd
Anchorage, AK 99502

Contact: David Karp
Phone: (907) 243-3331

Email: acampbell@northernaviationservices.aero

CA 2014-9900-2300J

NorthStar Trekking

1910 Renshaw Way
Juneau, AK 99801

Contact: Jason Kulbeth
Phone: (907) 790-4530

Email: Jason@northstartrekking.com

CA 2014-9900-2300K

Regal Air

4506 Lakeshore Dr.
Anchorage, AK 99502

Contact: Mike Laughlin
Phone: (907) 243-8535

Email: mike@regal-air.com

CA 2014-9900-2300L

Ryan Air

6400 Carly Brady Dr
Anchorage, AK 99502

Contact: Lee Ryan
Phone: (907) 562-2227

Email: lryan@ryanalaska.com

CA 2014-9900-2300M
Security Aviation
6121 South Airpark Pl
Anchorage, AK 99502
Contact: Jason Ward
Phone: (907) 248-2677
Email: jward@securityaviation.biz

CA 2014-9900-2300N
Tanalian Aviation
PO Box 77
Port Alsworth, AK 99653
Contact: Joel Natwick
Phone: (907) 781-2217
Email: joel@tanalianaviation.com

Contract Terms and Conditions

CONTRACT ADMINISTRATION: The administration of this contract is the responsibility of the Contracting Officer appointed by the Department of Administration, Division of General Services (DGS).

INVOICES: Invoices must be sent directly to the ordering agency's address shown on the individual Purchase Order, Contract Award or Delivery Order. The ordering agency will only make payment after the service is completed and they receive an invoice. Questions concerning payment must be addressed to the ordering agency. Payment shall be made as authorized by the state and in accordance with the terms and conditions of this contract.

CREDIT CARDS: The contractor shall accept the State Purchasing Card as an optional method of payment for purchases under this contract. No additional fees for use of the State Purchasing Card shall be billed to the State.

SUBCONTRACTORS: The use of subcontractors in performance of services under this contract shall not be allowed.

REQUIRED CERTIFICATIONS: The contractor, aircraft, and appropriate employees must have all required certifications from the Federal Aviation Administration (FAA) to perform the services required by this contract. All certifications shall adhere to Title 14 of the Code of Federal Regulations (14 CFR) and all applicable Federal Aviation Regulations (FAR), Parts and Sub-Parts under 14 CFR.

Each aircraft performing services under this contract must have a current Standard Airworthiness Certificate issued by a FAA Aviation Inspector or authorized Representative of the Administrator as defined in 14 CFR 183.

Copies of the contractor's current FAA Operating Certificate and Rotorcraft External-Load Operator Certificate must be submitted with the bid.

The state may request copies of certifications at any time during the bid evaluation or during the term(s) of the contract. All certifications must be current at the time they are provided and must be kept current throughout the life of the contract.

Failure to supply the certifications within the time required shall cause the state to determine the bidder non-responsible and reject the bid, or cancel the contract.

DESTINATION POINTS: The destination points for this contract will be remote and non-remote locations throughout Alaska.

DESIGNATED BASE: Bidders shall indicate on the Bid Schedule the Designated Base for each aircraft offered. This information shall be used to group the aircraft into appropriate locations after award of the contract(s).

For this contract, *designated base* is defined as: *the aircraft's normal home base of operations.*

FLIGHT-TIME: Payment for flight-time as measured on the aircraft's flight-meter shall be paid at the hourly rate listed by the contractor on the Bid Schedule for that aircraft, for the total amount of flight-time accumulated during the charter and rounded to the nearest 1/10th hour.

For example, if the contractor's flight-time rate for that aircraft is \$600.00 per hour, and the total amount of flight-time as measured by the flight-meter equals one hour and six minutes, the state shall pay for 1 hour and 6 minutes of flight-time, or \$660.00 (\$600.00 plus 1/10th of the flight-time rate).

For each aircraft offered on the Bid Schedule, the bidder may identify a minimum flight-time, which must not be greater than two hours. A contractor may bill the ordering agency for the flight-time hourly rate multiplied by the minimum flight-time only if the total flight-time accumulated during the charter is less than the minimum flight-time identified for that aircraft.

Failure to identify a minimum flight-time for an aircraft offered on the Bid Schedule shall be considered as no minimum flight-time for that aircraft.

For this contract, *flight-time* is defined as: *the total amount of time, as measured on the flight-meter and expressed in hours and tenths of hours, from the moment the aircraft moves under its own power for the purpose of taking off until the moment it comes to rest at the end of flight. It does not include standby-time to load and unload equipment.*

The flight-time rate(s) listed by the contractor on the Bid Schedule shall be calculated at a Dry Rate.

For this contract, *Dry Rate* is defined as: *the hourly rate for all costs associated with an aircraft charter, including but not limited to, labor, profits, applicable taxes, airport usage fees, over-flight permits, de-icing, hangarage, insurance, oil, maintenance, landing fees, parking and ground handling, depreciation, salaries, overhead, and permanent shop facilities. It does not include the cost for fuel used during the performance of services under this contract.*

STANDBY-TIME: The state shall be allowed two hours of standby-time to load and unload the aircraft at no additional cost. Standby-time commences upon the arrival of all state cargo to the loading area and ceases upon the complete removal of all state cargo from the aircraft. It shall not be accumulated for stops involving breaks for the pilot or crew, unavailability of the aircraft, flight-time, taxi-time, fuel stops, or events not under the control of the state or the contractor, such as weather, which prevent the commencement or continuation of the flight.

ADDITIONAL STANDBY-TIME: Any standby-time accumulated during a charter for loading and unloading, in excess of two hours total combined, shall be paid at the Additional Standby-Time hourly rate listed by the contractor on the Bid Schedule for that aircraft.

OVERNIGHT: In the event that the pilot or crew is required by the state to stay overnight at a location, the state shall reimburse the contractor for the cost of meals, lodging, and transportation in accordance with the State of Alaska, Division of Finance travel policies and procedures (AAM 60). The state is not responsible for any overnight expenses incurred because of mechanical failure or reasons caused by the contractor.

FUEL CHARGES: The state shall be responsible for the cost of aviation fuel used during the performance of services under this contract. All charges for fuel must be considered a pass through to the state and shall be billed at the actual fuel rate paid by the contractor at the time the aircraft is fueled immediately following the charter, and during the charter if applicable. No additional charges for profit or overhead shall be allowed. Charges for fuel must accompany any invoice and must be supported by the fuel invoice(s).

CANCELLATION: For conditions not related to weather, the state reserves the right to cancel a scheduled charter 24 hours or more prior to the scheduled departure time at no cost to the state. At the discretion of the contractor, a cancellation fee may be billed to the ordering agency if the state cancels the scheduled charter less than 24 hours prior to the scheduled departure time.

Bidders shall list their cancellation fee for each aircraft on the Bid Schedule. Failure to list the cancellation fee shall be considered as no cancellation fee for that aircraft.

The contractor may cancel a scheduled charter for weather conditions, mechanical failure, or for other conditions at the discretion of the pilot. In the event a scheduled flight must be cancelled, the contractor

must notify the ordering agency immediately and be prepared to fulfill the terms of this contract as soon as conditions permit, at no additional cost to the state.

If the contractor cannot fulfill the terms of this contract as soon as conditions permit and within the time frame required by the state, the state reserves the right to contact another contractor for service.

ADDITIONAL CHARGES: Except for the costs identified by the contractor on the Bid Schedule and the costs identified within this contract document, the state shall not be responsible for any other charges.

CALCULATION OF PAYMENT: A charter commences upon the arrival of all state cargo to the pick-up point and ceases upon the complete removal of all state cargo from the aircraft at the drop-off point. If the site required by the state for commencement of the charter is not the aircraft's Designated Base, the state shall pay the aircraft's flight-time hourly rate and fuel charges for transportation of the aircraft from the Designated Base to the site required by the state.

The state shall also pay the aircraft's flight-time hourly rate and fuel charges for transportation of the aircraft from the drop-off site back to the Designated Base, unless the contractor requires the aircraft to travel to a location other than the Designated base for services not related to this contract. In such cases, payment for the charter terminates at the time of drop-off.

If the lowest priced aircraft that meets the state's requirements for a particular charter will not be located at the Designated Base when the state requires the charter to commence, the state reserves the right to accept the alternate location of the aircraft or select the next available aircraft/contractor.

If the state accepts the alternate location, the state shall pay the aircraft's flight-time hourly rate and fuel charges for transportation of the aircraft from the alternate location to the site required by the state.

SERVICE AVAILABILITY: The contractor must be able to provide service at the time(s) requested by the state and subsequently scheduled by the contractor, weather permitting. Any changes to those times must be agreed to by the state, and any pick-up or delivery made other than those agreed times may be refused, at no cost to the state.

The state shall not expect the contractor to make departures or arrivals that the pilot determines do not allow for safe operating procedures. In these instances, service must be provided at the next available opportunity, weather permitting.

The state shall not be liable for any charges if the service is no longer required by the state because of a weather related delay prior to the commencement of a charter.

UNAVAILABILITY: If an aircraft is rendered unavailable for reasons including, but not limited to, delivery delays, maintenance, or an FAA airworthy directive, the contractor may furnish a substitute aircraft for the period of unavailability as long as it meets all requirements of this contract and is offered at the same contract costs as the original aircraft.

If an aircraft becomes unavailable during a charter, the contractor must furnish a substitute aircraft in accordance with the above requirements and within the timeframe required by the state. If the contractor cannot supply a substitute aircraft within the required timeframe, the state reserves the right to release the contractor from service and contact another contractor. The state shall only be liable to the original contractor for payment of services provided before the time of release.

Transportation of an unavailable aircraft, regardless of the location in Alaska, shall be the responsibility of the contractor at no cost to the state.

PERMANENT HELICOPTER REPLACEMENT: In the event that a helicopter is rendered unavailable or inactive for any length of time, the contractor may furnish a permanent substitute helicopter for the remainder of the contract as long as the replacement helicopter meets all the requirements of the contract, meets or exceeds the minimum specifications of the replaced helicopter, and is offered at the same hourly/daily rates as the original helicopter. The contractor must submit documentation that the replacement helicopter meets the minimum specifications of the replaced helicopter. A request to permanently replace a helicopter for the remainder of the contract must be approved by the contracting officer prior to the use of the replacement helicopter for services performed under this contract.

ADVANCE NOTICE OF DELIVERY: If the delivery of cargo cannot be made at the scheduled time due to the cancellation of a flight, the contractor must contact the ordering agency immediately to reschedule the delivery, and provide the ordering agency with an advance notice of delivery. Failure to provide the ordering agency with an advance notice of delivery may result in the rejection of the delivery, at no cost to the state.

SHIPPING DAMAGE: The contractor shall be responsible for any state cargo damaged in shipment caused by the contractor, and shall be responsible for reimbursement of the loss. When damaged cargo is received, the state shall provide the contractor written notice within 10 days of the end of the charter.

LOADING AND UNLOADING: The contractor shall be responsible for loading and unloading all state cargo and must provide all necessary equipment for loading and unloading. The state is responsible for delivering the cargo as close to the loading area as permitted. The contractor is responsible for unloading the cargo as close to the pick-up point as the location permits.

The contractor shall be responsible for any state cargo damaged during loading and unloading, and shall be responsible for reimbursement of the loss. If the loading and unloading requires an additional cost, the contractor may charge the state the actual cost of the service as a pass through charge. No additional charges for overhead or profit shall be allowed.

OPTIONAL EQUIPMENT: For each make and model of aircraft offered, the bidder must indicate on the Bid Schedule the optional equipment available for that aircraft. If available for the aircraft that is selected by the state for a charter, the state may request the optional equipment at no additional cost.

Throughout the life of the contract, all equipment must be in good repair, capable of performing the work for which it was designed in accordance with current FAA regulations, and used in accordance with current FAA regulations. The contractor shall be prepared to show documentation of these requirements upon request by the state.

HAZARDOUS MATERIALS: The transportation of hazardous materials is not a requirement of a contract resulting from this ITB, however, the state may require the transportation of hazardous materials. If a successful bidder is willing to transport hazardous materials, the state shall be entitled to use those services at its discretion.

Bidders must indicate on the Bid Schedule whether or not they are willing to transport hazardous materials.

For this contract, a *hazardous material* is defined as: *a substance or material which has been determined by the U.S. Secretary of Transportation to be capable of posing an unreasonable risk to health, safety, and property when transported in commerce. Known hazardous materials are listed in the Hazardous Materials Table, 49 CFR 172.101.*

MAINTENANCE REQUIREMENTS: All aircraft performing services under this contract shall be fully maintained by the contractor in accordance with current FAA regulations and the manufacturer's specifications and recommendations. The state shall not be responsible for any costs associated with aircraft or equipment breakdown.

The contractor shall perform and furnish all inspections, overhauls, repairs, lubricants, servicing, licenses, registration fees, and any other operational expenses at no cost to the state. The contractor shall also have an adequate supply of repair or replacement parts that are most frequently used on the aircraft, in addition to all tools and special equipment recommended by the manufacturer for maintenance of the aircraft.

ACCIDENT REPORT: Any aircraft accident or incident that occurs during the performance of services under this contract must be reported by the contractor to the contracting officer within 15 calendar days of the accident or incident. Failure to report the accident or incident may cause the state to cancel the contract, at no fault of the state.

For this contract, an *aircraft accident* is defined as: *death or serious injury to any person as a result of being on, near, or in contact with the aircraft, substantial damage to the aircraft as defined by the National Transportation Safety Board (NTSB), flight control system malfunction or failure, engine failure or damage, aircraft collision, and aircraft disappearance.*

For this contract, an *aircraft incident* is defined as: *an occurrence other than an aircraft accident, associated with the operation of an aircraft, which affects or could affect the safety of operations.*

GENERAL REQUIREMENTS: All services performed under this contract shall adhere to Title 14 of the Code of Federal Regulations (14 CFR) and all applicable Federal Aviation Regulations (FAR) Parts and Sub-Parts under 14 CFR, including those portions applicable to civil aircraft and State of Alaska Law. Services must include, but not be limited to, transportation of state cargo to all areas within the State of Alaska.

The contractor shall ensure that all employees engaged in the performance of services under this contract are thoroughly familiar with its requirements. The security of any aircraft shall be the responsibility of the contractor.

Upon request by the state, the contractor must make available for inspection any aircraft, its equipment, and certifications, for matters of safety and contract compliance. Inspection(s) must be made available within the time specified by the state.

The state reserves the right to release a contractor during charter and procure an alternate contractor at any time if the first contractor does not adhere to all requirements of this contract. The first contractor may be responsible for additional costs associated with the state procuring the alternate contractor. The state shall only be liable to the first contractor for payment of services provided before the time of release.

Failure of a contractor to adhere to all requirements of this contract may cause the state to cancel the contract, at no cost to the state.