TOWN OF PAYSON
PAYSON MUNICIPAL AIRPORT

REQUEST FOR OFFERS
RFO-2026-006-TOP

AIRPORT FACILITY DEVELOPMENT FY27

September 2026

REQUEST FOR OFFERS
AIRPORT DEVELOPMENT FY27

SOLICITATION INFORMATION AND SELECTION SCHEDULE

Solicitation Number:	RFP 2026-007-TOP
Solicitation Title:	AIRPORT DEVELOPMENT FY27
Release Date:	*Friday September 18, 2026*
Question Submission Deadline:	*Monday November 2, 2026 by 3:00 PM*
Question Response Deadline:	*Thursday November 5, 2026*
Proposal Due Date and Time	*Tuesday, November 30, 2026 by 11:00 AM*
Bid Opening	*Wednesday December 2, 2026 at 9:30 AM*
Target Town Council Award Date:	*January 13, 2026*
Anticipated Agreement Start Date:	*February 1, 2027*
Project Contact:	Kyle Christiansen, Director of Capital Improvements Email: kchristiansen@paysonaz.gov Phone: 928-472-5047

***The Town of Payson reserves the right to amend the solicitation schedule as necessary.**

1 Purpose

The Town of Payson, as sponsor of Payson Municipal Airport, invites offers from qualified developers, contractors, businesses, and service providers for the design, development, construction, and operation of facilities on airport property. The Town's primary interest is the development of new aircraft hangars to accommodate the airport's growing fleet of based aircraft and support aviation activity.

The Town will also consider proposals for other primarily aviation-related uses, including aircraft maintenance and aviation training facilities. Property that does not have direct access to a runway or taxiway may be considered for compatible non-aeronautical development, including manufacturing or restaurant operations.

2 Airport and Development Area

Payson Municipal Airport is located at 806 West Airport Road in Payson, Arizona. Proposed development must be located within buildable areas identified on the current Payson Municipal Airport Airport Layout Plan, attached as Exhibit A, and must be compatible with the location, access, and dimensional limitations shown on that plan.

The type and intensity of each proposed use must be appropriate for the selected site. Proposals requiring aircraft access must identify the necessary taxiway connection. Proposals for sites without direct runway or taxiway access must explain how the use supports or remains compatible with airport operations.

3 Project Scope

Offerors should present a complete development concept appropriate to the proposed use and site. As applicable, the concept should address:

- The proposed facility type, size, layout, and intended operations.
- Aircraft storage for aircraft of varying sizes when hangar development is proposed.
- Taxiway connections when aircraft access is required.
- Vehicle circulation, site access, and parking.
- Restrooms and other support facilities appropriate to the proposed use.
- Security and safety features, including fencing and lighting where appropriate.
- Energy-efficient materials, waste-management practices, water conservation, and other practical sustainability measures.

4 Offer Submission Requirements

Each offer must be sufficiently complete for the Town to understand the proposed development, the offeror's qualifications, and the anticipated financial and operational arrangement.

4.1 Company Profile

- Company background, ownership, experience, and relevant capabilities.
- Experience with airport, aviation-related, or comparable development projects.
- Examples of completed projects of similar scale or complexity.
- Relevant licenses, certifications, and insurance coverage.

4.2 Development Proposal

- A narrative describing the proposed use, operations, and public or airport benefit.

- A site and design concept, including drawings or renderings sufficient to explain the proposed facility.
- A construction and implementation schedule identifying major milestones.
- The principal materials, systems, and equipment anticipated for the development.
- An estimated cost breakdown for design, construction, and additional services.
- For hangar proposals, the anticipated number and size of aircraft spaces and the proposed taxiway connection.
- For other proposals, an explanation of the development's aviation purpose or compatibility with airport operations.

4.3 Financial Proposal

- Total anticipated development cost, with costs separated by phase or category.
- Proposed payment terms, financing approach, and schedule.
- Any proposed lease, revenue, or other financial arrangement with the Town.
- Cost-saving measures and value-added services included in the offer.

4.4 Sustainability Plan

- Environmentally responsible practices proposed for design, construction, and operation, including energy efficiency, waste reduction, and water conservation where applicable.

4.5 Safety and Security Plan

- Construction safety protocols and risk-management practices.
- Measures to protect airport operations during construction.
- Security features proposed for the completed development.

4.6 References

- At least two client references for comparable projects, including current contact information and a brief description of the work performed.

5 Evaluation Criteria

The Town will evaluate offers based on the overall value and feasibility of the proposed development. Evaluation factors include:

- Experience, qualifications, and reputation of the offeror.
- Compatibility of the proposed use with the Airport Layout Plan and airport operations.
- Responsiveness to the project scope and submission requirements.
- Financial feasibility, proposed cost, and payment or revenue structure.
- Reasonableness of the implementation schedule and project milestones.
- Commitment to safety, security, and sustainability.
- Benefits to the airport, the Town, airport users, and the community.
- Value-added services, innovation, and long-term viability of the proposed use.

6 Schedule

Milestone	Date
Deadline for Offers	November 30, 2026

7 Submission Instructions

- Offers must be received no later than November 30, 2025, and submitted to no later than 11:00 am on Monday November 30, 2026, to the Town of Payson via the Town's e-Procurement Portal.

Hard copy (mailed or hand delivered), Fax, or e-mail submittals **will not** be accepted or considered.

8 Questions and Additional Information

1. Questions or requests for clarification regarding this RFO shall be submitted in writing via “Q&A” through the Town’s e-Procurement Portal, before 9:00 am on October 31, 2026.
2. All questions must be received before the deadline set forth above. Inquiries received afterwards will not receive responses.
3. No telephone calls with questions will be taken.

9 Town Rights and Conditions

The Town may request clarification or additional information from an offeror as necessary to evaluate an offer. Submission of an offer does not obligate the Town to select an offeror, approve a development, enter into an agreement, or reimburse any cost incurred in preparing or submitting an offer. Any proposed development remains subject to applicable Town, airport, regulatory, environmental, planning, design-review, lease, and approval requirements.

EXHIBIT A

AIRPORT LAYOUT PLAN

for the

PAYSON AIRPORT

Payson, Arizona

Prepared for
Town of Payson

Location

Drawing Index

1. Title Sheet
2. Airport Data Sheet
3. Airport Layout Plan Drawing
4. Airport Airspace Drawing
5. Approach Profile Drawing
6. Inner Portion of the Approach Surface Drawing - Runway 6
7. Inner Portion of the Approach Surface Drawing - Runway 24
8. Departure Surface Drawing
9. Terminal Area Drawing
10. Airport Land Use Drawing
11. Exhibit "A" Airport Property Inventory Map

Vicinity

No.	REVISIONS	DATE	BY	APP'D

THE PREPARATION OF THESE DOCUMENTS WAS FINANCED IN PART THROUGH A PLANNING GRANT FROM THE FEDERAL AVIATION ADMINISTRATION AS PROVIDED UNDER SECTION 505 OF THE AIRPORT AND AIRWAY IMPROVEMENT ACT OF 1982, AS AMENDED. THE CONTENTS DO NOT NECESSARILY REFLECT THE OFFICIAL VIEWS OR POLICY OF THE FAA. ACCEPTANCE OF THESE DOCUMENTS BY THE FAA DOES NOT IN ANY WAY CONSTITUTE A COMMITMENT OF THE PART OF THE UNITED STATES TO PARTICIPATE IN ANY DEVELOPMENT DEPICTED HEREIN NOR DOES IT INDICATE THAT THE PROPOSED DEVELOPMENT IS ENVIRONMENTALLY ACCEPTABLE IN ACCORDANCE WITH THE APPROPRIATE PUBLIC LAWS.

Payson Airport

Title Sheet

Payson, Arizona

PLANNED BY: *Chandra Burks*
DETAILED BY: *Ethan Blackburn*
APPROVED BY: *Matt Quick*

September 2024 | **SHEET** 1 **OF** 11

Coffman Associates Airport Consultants

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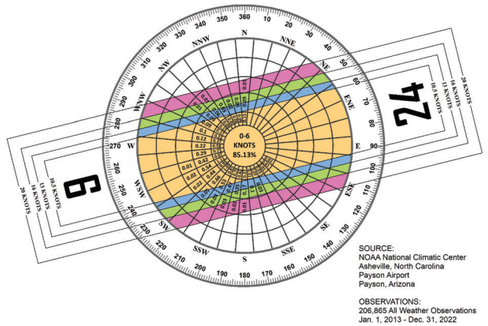
ALL WEATHER WIND COVERAGE

Runways	10.5 Knots	13 Knots	16 Knots	20 Knots
Runway 6/24	97.75%	99.10%	99.85%	99.98%

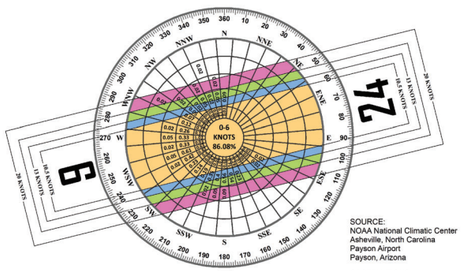


SOURCE:
NOAA National Climatic Center
Asheville, North Carolina
Payson Airport
Payson, Arizona

OBSERVATIONS:
206,865 All Weather Observations
Jan. 1, 2013 - Dec. 31, 2022

IFR WIND COVERAGE

Runways	10.5 Knots	13 Knots	16 Knots	20 Knots
Runway 6/24	97.44%	98.54%	99.65%	99.93%



SOURCE:
NOAA National Climatic Center
Asheville, North Carolina
Payson Airport
Payson, Arizona

OBSERVATIONS:
4,705 IFR Observations
Jan. 1, 2013 - Dec. 31, 2022

RUNWAY DATA TABLE

		RUNWAY 6/24			
		EXISTING		ULTIMATE	
Runway Identification		6	24	7	25
Runway Design Code (RDC)		B-I(S)-5000		Same	
Approach Reference Code (APRC)		B-I(S)-4000		Same	
Departure Reference Code (DPRC)		B-I(S)		Same	
Runway Surface Material		Asphalt		Same	
Runway Pavement Strength By Wheel Loading (in thousands of lbs.)		40 (S); 50(D); 100(2D)		Same	
Runway Pavement Strength by PCN		N/A		Same	
Runway Surface Treatment		None		Same	
Runway Effective Gradient		0.33%		Same	
Runway Percent Wind Coverage	10.5 knots	97.75%		Same	
	13 knots	99.10%		Same	
	16 knots	99.85%		Same	
	20 knots	99.98%		Same	
Runway Dimensions (L x W)		5,504' x 75'		Same	
Runway End Coordinates	Latitude	34° 15' 18.039" N	34° 15' 31.224" N	Same	Same
	Longitude	111° 20' 53.112" W	111° 19' 49.511" W	Same	Same
Runway End Elevation		5,142.17' msl	5,160.41' msl	Same	Same
Runway Displaced Threshold Coordinates	Latitude	N/A	N/A	Same	Same
	Longitude	N/A	N/A	Same	Same
Runway Displaced Threshold Distance		N/A	N/A	Same	Same
Runway Displaced Threshold Elevation		N/A	N/A	Same	Same
Runway Safety Area Dimensions (width x length beyond end) - Design Std.		120' x 240'	120' x 240'	Same	Same
Runway Safety Area Dimensions (width x length beyond end) - Actual		120' x 240'	120' x 240'	Same	Same
Runway Lighting Type		MIRL		Same	
Runway Protection Zone Dimensions		1,000' x 250' x 450'	1,000' x 250' x 450'	Same	Same
Runway Marking Type		Nonprecision		Same	
14 CFR Part 77 Approach Slope		20:1	20:1	Same	34:1
14 CFR Part 77 Approach Type		Visual	Visual	Same	NPC
Approach Visibility Minimums		Visual	Visual	Same	1-Mile
Type of Aeronautical Survey Required for Approach		NVG	NVG	Same	Same
Departure Surface (Yes or N/A)		No	No	Yes	Yes
Runway Object Free Area Dimensions (width x length beyond end)		250' x 240'	250' x 240'	Same	Same
Runway Obstacle Free Zone Dimension (width x length beyond end)		250' x 200'	250' x 200'	Same	Same
13B Approach Surfaces*		Surface 4	Surface 4	Same	Same
Runway Visual and Instrument Navaids		REILs, PAPI-2, RNAV (GPS)		REILs, PAPI-4, RNAV or LPV (GPS)	
Touchdown Zone Elevation (TDZE)		5,145.45' msl	5,160.41' msl	Same	Same
Vertical Datum		NAVD88			
Horizontal Datum		NAD83			

*Tables 3-2, 3-3, & 3-4 in AC 150/5300-13B

AIRPORT DATA

City: Payson, Arizona		County: Gila	Owner: Town of Payson
Airport Name & ID: Payson Airport, PAN		EXISTING	ULTIMATE
Airport Reference Code (ARC)		B-I(Small)	Same
Mean Maximum Temperature of Hottest Month		92.5° (July)	
Airport Elevation (NAVD 88)		5,160.41 ft	Same
Airport Navigational Aids		Airport Beacon, RNAV (GPS), REILs, PAPI-2	Airport Beacon, RNAV or LPV (GPS), REILs, PAPI-4
Airport Reference Point (ARP) Coordinates	Latitude	34° 15' 24.611" N	Same
	Longitude	111° 20' 21.321" W	Same
Miscellaneous Facilities		Lighted Wind Cone, Segmented Circle, AWOS	Same
Design Critical Aircraft		Citation M2	Same
Wingspan of Design Aircraft (Feet)		47.25	Same
Approach Speed of Design Aircraft (Knots)		100	Same
Undercarriage Width of Design Aircraft (Feet)		13.00	Same
Magnetic Declination (Degrees)		9° 38' E	
Declination Date		April 2023	
Declination Source		NOAA	
NPIAS Code		Local GA	
State System Plan Role		Community GA	

MODIFICATIONS TO STANDARDS APPROVAL TABLE

APPROVAL DATE	AIRSPACE CASE NUMBER	STANDARD MODIFIED	DESCRIPTION
None Required			

Taxiway Data Table

Existing/Ultimate Taxiway/Taxilane Designation	Taxiway Design Group	Existing/Ultimate Width	Taxiway/Taxilane Safety Area Dimension	Taxiway Object Free Area	Taxilane Object Free Area	Existing/Ultimate Taxiway/Taxilane Lighting	Taxiway & Taxilane Separation[1]	Taxiway Edge Safety Margin (TESM)
A	TDG 1A	35'	49'	89'	79'	MITL	44.5'	7.5'
A1	TDG 1A	80'/35'	49'	89'	79'	MITL	44.5'	7.5'
A2	TDG 1A	80'/35'	49'	89'	79'	MITL	44.5'	7.5'
A3	TDG 1A	30'/35'	49'	89'	79'	MITL	44.5'	7.5'
A4	TDG 1A	80'/35'	49'	89'	79'	MITL	44.5'	7.5'
B	TDG 1A	35'	49'	89'	79'	MITL	44.5'	7.5'

[1] Objects located inside the TSA & TOFA/Distance from object to taxiway/taxilane centerline. See Table 4-1 in AC 150/5300-13B

RUNWAY DECLARED DISTANCE

	EXISTING		ULTIMATE	
	6	24	7	25
Takeoff Run Available (TORA)	5,504	5,504	Same	Same
Takeoff Distance Available (TODA)	5,504	5,504	Same	Same
Accelerate-Stop Distance Available (ASDA)	5,504	5,504	Same	Same
Landing Distance Available (LDA)	5,504	5,504	Same	Same

Airport Navaid Ownership

Navaid	Owner
Airport Beacon	Town of Payson
REILs	Town of Payson
PAPI-2	Town of Payson

Non-Standard Conditions

Existing Condition	Corrective Action
1. RSA Obstructions & Gradient out of tolerance - Vegetation and airport perimeter fence obstruct RSA near Runway 24. RSA does not meet gradient standard; first 190' of RSA from runway end is within allowable grade, but remaining 50' exceeds tolerance. Measurements are approximate.	Remove obstructions, relocate fence & re-grade RSA
2. ROFA Obstructions Present: Vegetation and airport perimeter fence obstruct ROFA near Runway 24.	Remove/relocate obstructions
3. Direct Access from Charlie Ramp via Taxiway A3	Taxiway geometry changes

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No.	REVISIONS	DATE	BY	APP'D

Payson Airport

Airport Data Sheet

Payson, Arizona

PLANNED BY: *Chandra Burks*
DETAILED BY: *Ethan Blackburn*
APPROVED BY: *Matt Quick*

September 2024

Coffman Associates Airport Consultants

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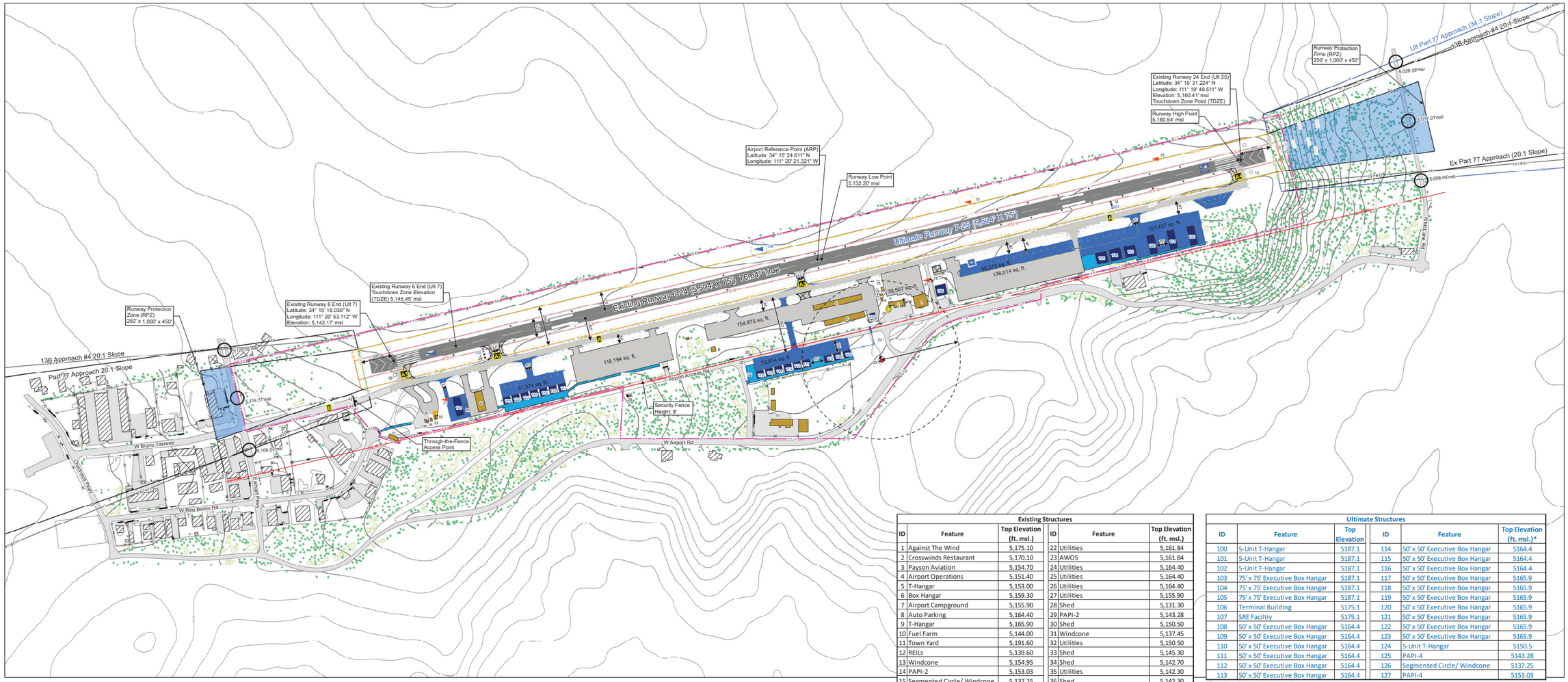

Existing Structures					
ID	Feature	Top Elevation (ft. msl.)	ID	Feature	Top Elevation (ft. msl.)
1	Against The Wind	5,175.10	22	Utilities	5,161.84
2	Crosswinds Restaurant	5,170.10	23	AWOS	5,161.84
3	Payson Aviation	5,154.70	24	Utilities	5,164.40
4	Airport Operations	5,151.40	25	Utilities	5,164.40
5	T-Hangar	5,153.00	26	Utilities	5,164.40
6	Box Hangar	5,159.30	27	Utilities	5,155.90
7	Airport Campground	5,155.90	28	Shed	5,131.30
8	Auto Parking	5,164.40	29	PAPI-2	5,143.28
9	T-Hangar	5,165.90	30	Shed	5,150.50
10	Fuel Farm	5,144.00	31	Windcone	5,137.45
11	Town Yard	5,191.60	32	Utilities	5,150.50
12	REILs	5,139.60	33	Shed	5,145.30
13	Windcone	5,154.95	34	Shed	5,142.70
14	PAPI-2	5,153.03	35	Utilities	5,142.30
15	Segmented Circle/ Windcone	5,137.25	36	Shed	5,142.30
16	Utilities	5,175.10	37	Service Building	5,138.40
17	Utilities	5,175.10	38	Utilities	5,134.10
18	Utilities	5,154.70	39	REILS	5,139.60
19	Utilities	5,154.70	40	Storage	5,134.10
20	Airport Beacon	5,150.75	41	Utilities	5,134.10
21	Shed	5,151.60	42	Utilities	5,134.10

Ultimate Structures					
ID	Feature	Top Elevation	ID	Feature	Top Elevation (ft. msl.)*
100	5-Unit T-Hangar	5187.1	114	50' x 50' Executive Box Hangar	5164.4
101	5-Unit T-Hangar	5187.1	115	50' x 50' Executive Box Hangar	5164.4
102	5-Unit T-Hangar	5187.1	116	50' x 50' Executive Box Hangar	5164.4
103	75' x 75' Executive Box Hangar	5187.1	117	50' x 50' Executive Box Hangar	5165.9
104	75' x 75' Executive Box Hangar	5187.1	118	50' x 50' Executive Box Hangar	5165.9
105	75' x 75' Executive Box Hangar	5187.1	119	50' x 50' Executive Box Hangar	5165.9
106	Terminal Building	5175.1	120	50' x 50' Executive Box Hangar	5165.9
107	SRE Facilty	5175.1	121	50' x 50' Executive Box Hangar	5165.9
108	50' x 50' Executive Box Hangar	5164.4	122	50' x 50' Executive Box Hangar	5165.9
109	50' x 50' Executive Box Hangar	5164.4	123	50' x 50' Executive Box Hangar	5165.9
110	50' x 50' Executive Box Hangar	5164.4	124	5-Unit T-Hangar	5150.5
111	50' x 50' Executive Box Hangar	5164.4	125	PAPI-4	5143.28
112	50' x 50' Executive Box Hangar	5164.4	126	Segmented Circle/ Windcone	5137.25
113	50' x 50' Executive Box Hangar	5164.4	127	PAPI-4	5153.03

*Top elevations are estimated

Legend

- Airport Property Boundary
- Runway End Point
- Airport Reference Point (ARP)
- Ground Contour
- 35' Building Restriction Line (BRL)
- Dense Vegetation Area
- Vegetation Point
- Airport Beacon
- Runway Protection Zone (RPZ)
- Runway Safety Area (RSA)
- Runway Object Free Area (ROFA)
- Runway Obstacle Free Zone (ROFZ)
- Taxiway Object Free Area (TOFA)
- Taxiway Safety Area (TSA)
- Existing AWOS Critical Area
- Ultimate AWOS Critical Area
- Fence
- Existing Gate
- Ultimate Fence
- Ultimate Gate
- Existing/Ultimate Marking Line
- Existing PAPI-2
- Ultimate PAPI-4
- Existing Wind Sock
- Ultimate Wind Sock
- Self-Serve Fuel Pump
- Existing Segmented Circle
- Ultimate Segmented Circle
- Existing AWOS-3
- Ultimate AWOS-3
- REILs
- 13B Surface 4
- Existing Part 77 Approach Surface
- Ultimate Part 77 Approach Surface
- Ultimate Easement
- Existing On-Airport Structure
- Off-Airport Structure
- Existing Paved Road/Parking
- Existing Unpaved Road/Parking
- Existing Taxiway
- Existing Apron
- Existing Runway
- Ultimate Structure
- Ultimate Airfield Pavement
- Ultimate Paved Road/Parking
- Pavement to be Removed

True / Magnetic

Magnetic Declination:
9° 38' E ± 0° 21'
changing by 0° 6' W per year
Source: ngdc.noaa.gov

0 300 600
1" = 300'

FOR APPROVAL BY:

Town of Payson

APPROVED BY: Dennis Dueker
Dennis Dueker (Oct 24, 2024 14:51 PDT)

DATE 10/24/2024

Title
Airport Coordinator

Approved Conditionally November 14, 2024
Subject to comments contained in our letter dated: 11-14-2020

FEDERAL AVIATION ADMINISTRATION
Western-Pacific Region

By MICHAEL N WILLIAMS
Digitally signed by MICHAEL N WILLIAMS
Date: 2024.11.14 12:12:21 -07'00'

General Notes

1. Mapping data from Martinez Geospatial. Survey Date: 11/14/2022
2. Required dimensions for landside facilities shown on Terminal Area Drawing (Sheet 9).

No.	REVISIONS	DATE	BY	APP'D

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Payson Airport

Airport Layout Plan Drawing

Payson, Arizona

PLANNED BY: Chandra Burks
DETAILED BY: Ethan Blackburn
APPROVED BY: Matt Quick

September 2024 SHEET 3 OF 11

Coffman Associates Airport Consultants

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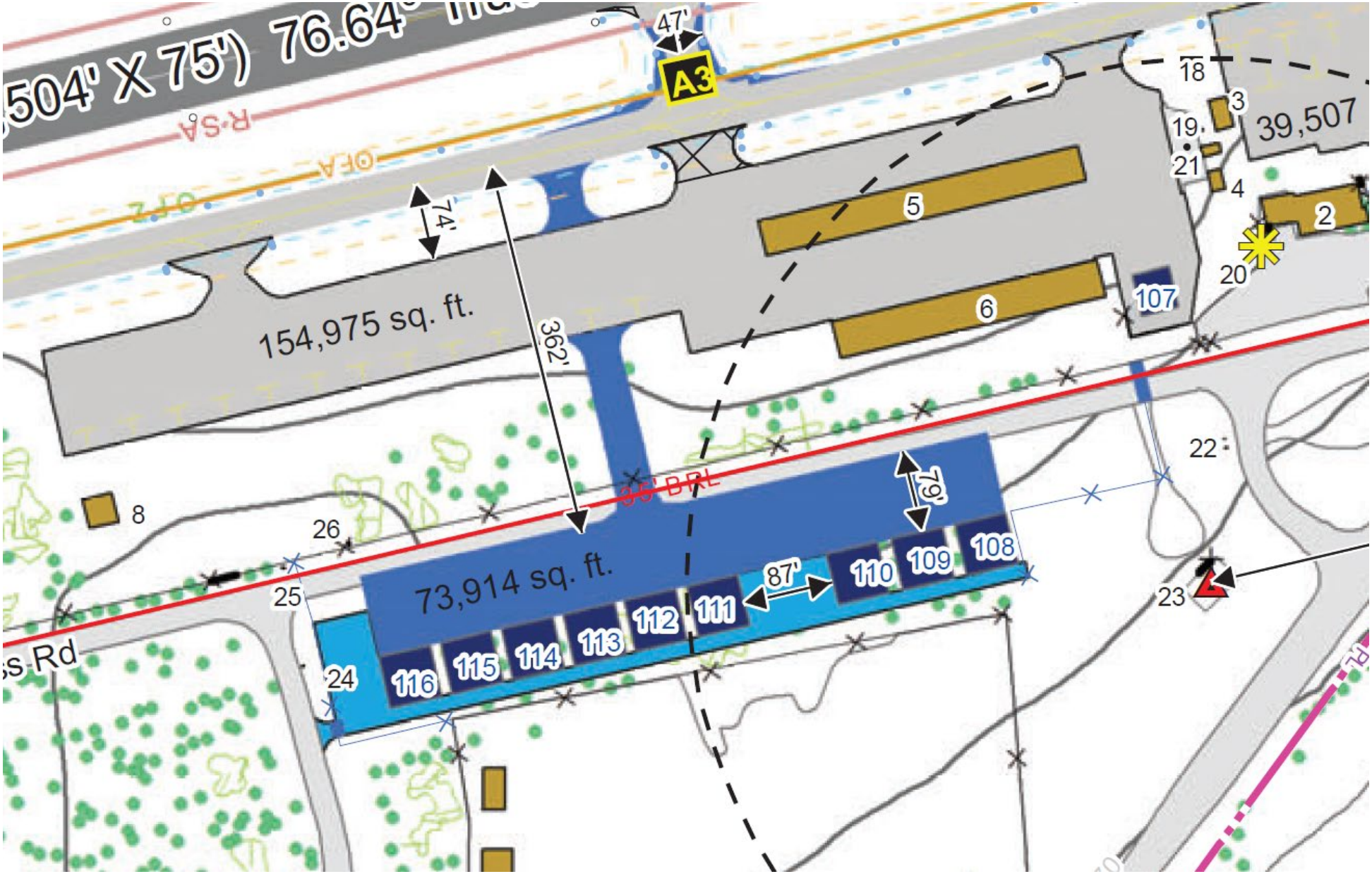
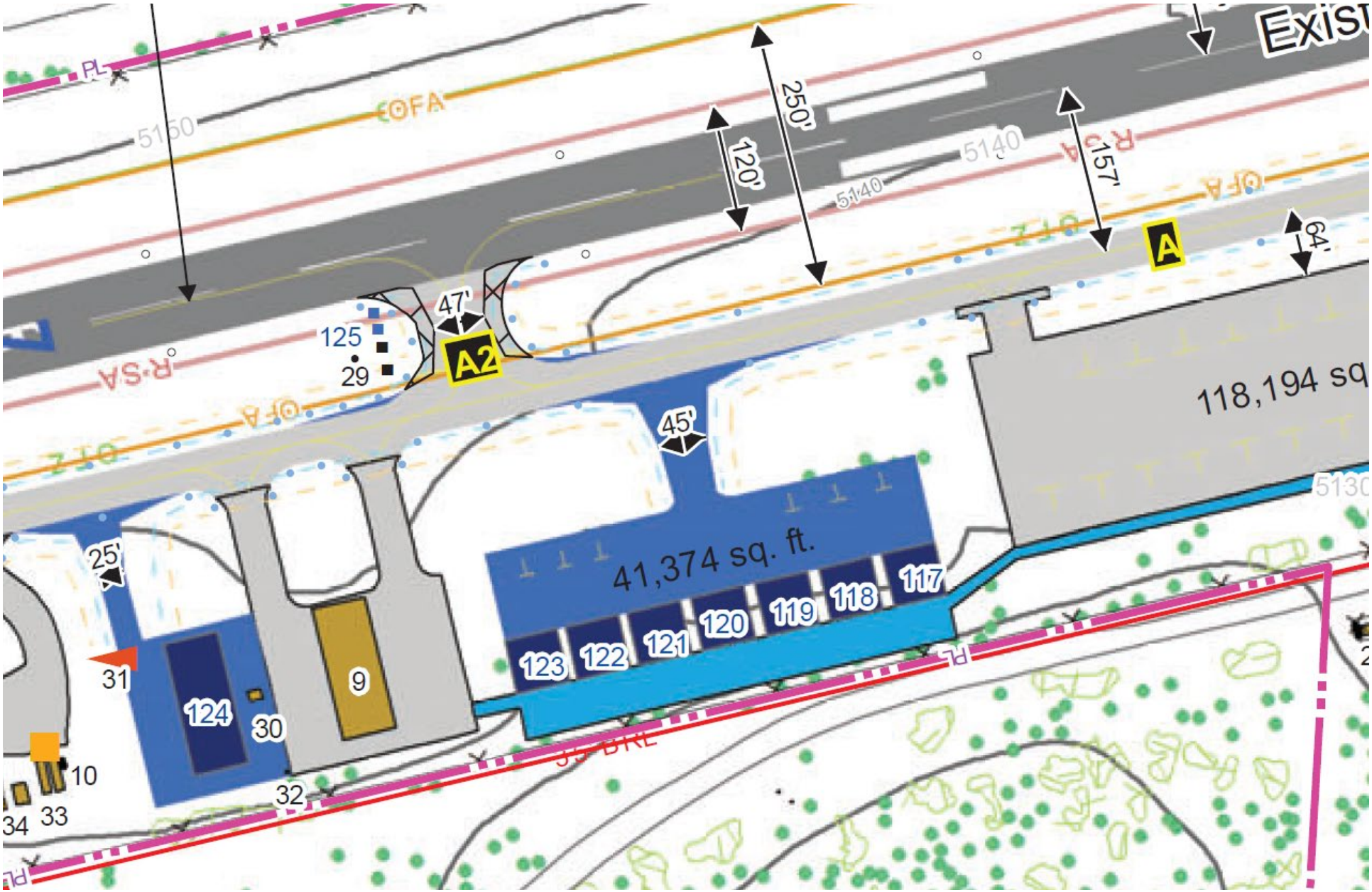
1,4
127
5160
5160
A
87'
45'
157,437 sq. ft.
5170
105
104
103
102
79'
101
100
35' BRL
35' BRL


504' X 75') 76.64
47'
A3
18
3
19
21
4
39,507
5
2
20
74'
154,975 sq. ft.
362'
6
107
35' BRL
22
8
26
79'
73,914 sq. ft.
25
87'
110
109
108
23
111
112
113
114
115
116
24
ss Rd


250'
120'
157'
64'
47'
45'
25'
A2
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29
41,374 sq. ft.
118,194 sq
123
122
121
120
119
118
117
124
30
9
31
10
34
33
32
5150
5140
5130