



JULY 17, 2023

**NOTICE OF LAND LEASE DEVELOPMENT OPPORTUNITY AND  
DEADLINES FOR SUBMISSION OF PROPOSALS**

- 1. BACKGROUND AND PURPOSE OF NOTICE:** The St. Johns County Airport Authority (“Airport Authority”) is the owner and operator of the Northeast Florida Regional Airport (KSGJ), located near of the city of St. Augustine, Florida. On the Airport is a contiguous parcel of undeveloped land, approximately 21.1 acres in size. The parcel is located adjacent to Taxiway A and Runway 13/31 (8001 x 150 ft), and is more specifically depicted as the blue shaded area on Exhibit “A.”

The Airport has received an unsolicited proposal from the private sector to develop and build a full-service FBO facility upon the parcel. The proposal is currently being evaluated by the Airport Authority.

The purpose of this Notice is to establish a time and date, after which other proposals from the private sector to develop and build a commercial aeronautical service facility on this parcel will no longer be considered during this evaluation cycle. Proposal specifications are provided.

- 2. CONTENT OF SUBMISSIONS AND LEASE TERMS:** The required contents of any proposal are set forth in detail in the Airport Authority’s Lease Policy and Procedures Manual, a copy of which is found on the *Airport Authority::Policy Documents::Lease Policy* page of the Airport Authority’s website:

<https://www.flynf.com/p54-Policy-Documents.aspx>

Sections of the Airport Authority’s Lease Policy and Procedures Manual that govern the contents of any proposal include, but are not limited to:

- Section 6.2.4 – Application of Minimum Operating Standards
- Section 8.1 – Proposal Requirements (including Exhibit 8.1)
- Section 8.2 – Agenda Items
- Section 9.2 – Minimum Commercial Aviation Operating Standards

### **3. DEADLINE AND PLACE FOR SUBMISSIONS:**

The deadline for submissions is **Friday, September 15, 2023, at 2:00 P.M., EST.**

Submittal Marking & Delivery Requirements: One (1) copy and one (1) digital copy of the Land Lease Development Opportunity shall be submitted in one (1) package, clearly marked on the exterior “Land Lease Development”.

Packages received after the stated time and date will not be considered. It shall be the sole responsibility of the applicant to have their package delivered for receipt on or before the above stated time and date to:

St. Johns County Airport Authority  
4796 US 1 N  
St. Augustine, FL 32095

### **4. STATUS OF THE PARCEL:**

The parcel’s location is within an area designated by the Airport Authority’s current Airport Layout Plan for the location of commercial aeronautical facilities. Local, state, and federal regulatory land use prerequisites for development of the parcel have not been completed, and **THE AIRPORT AUTHORITY MAKES NO WARRANTIES OR REPRESENTATIONS CONCERNING THE SUITABILITY OF THE PARCEL FOR ANY PARTICULAR PURPOSE**, including development for aeronautical services. The parcel is not currently serviced by any utility infrastructure. An existing tenant of the Airport, Northrop Grumman Systems Corporation, asserts a contractual Right of First Refusal to lease the parcel. Additional information about the status of the parcel may be obtained by contacting the Airport Authority’s Administration Office at 904.209.0090.

### **5. AIRPORT OPERATIONS AND EXISTING SERVICE PROVIDERS:**

A substantial amount of information about the Airport and its existing service providers can be found to the Airport’s website: <https://www.flynf.com/>

The Airport has approximately 211 based aircraft and supports 350+/-operations per day. There are 135 “T” & Box Hangars and 15 Large Corporate/Commercial Hangars. The Airport maintains an active waiting list for all hangar sizes.

The Airport Facility & Operations consist of 1600+ acres, 3 paved Runways, Intracoastal Waterway Landing Area, and an Aircraft Firefighting Station (ARFF). The Seaplane Basin/Ramp doubles as a small Barge Port.

Currently the Airport has an established General Aviation Terminal (FBO with fuel sales,) a self-service fueling station (Avgas,) a Commercial Airline Terminal, two flight schools, an Aerobatic Flight Training Box, one restaurant, a Helicopter Sight Seeing Operation, and other commercial aeronautical service providers. The Air Traffic Control Tower is owned by the Airport Authority and operated by Robinson Aviation, Inc. (RVA). The Airport is a “User

Fee” airport offering U.S. Customs and Border Protection services allowing direct aircraft flights to/from foreign countries.

6. **COMMUNICATIONS AND SUBMISSIONS TO THE AIRPORT AUTHORITY ARE PUBLIC DOCUMENTS:** The St. Johns County Airport Authority is a political subdivision of the State of Florida. Submissions and information provided to the Airport Authority will be made available to the public upon request (pursuant Florida Statute Chapter 119) unless the information is exempted according to Florida law. For exemptions to public disclosure of trade secrets and proprietary commercial information, see *Government in the Sunshine Manual, 2023 Edition*, Florida Office of the Attorney General:

[2023GovernmentInTheSunshineManual.pdf \(myfloridalegal.com\)](#)

See Exhibit “A” on the following page.



