



## TRUCKEE TAHOE AIRPORT DISTRICT

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## DIRECTORS

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## Request for Interest – Lounge Space with Multi-Use Potential

January 8, 2025

This request for interest (RFI) is being issued by the Truckee Tahoe Airport District, a California Special District hereafter referred to as “District”. The District is requesting qualifications from individuals interested in leasing space from the District on a multi-year basis for a lounge space in the terminal building.

### Location and Size of Subject Properties

Organizations shall express interest based on leasing the following facilities from the District:

- 426 square feet of lounge space within the Airport Terminal Building. The space has a gas fireplace and windows that face the ramp and runways of the airport.

### Anticipated Use

The entire space may be leased or just a portion of it for intermittent charter flight concierge service. This space has historically served as a lounge area for the public, a waiting area for charter passengers as well as a walled-off pilot’s lounge, however the District will entertain ideas from interested parties. Services to be provided must show a commitment to general aviation on behalf of the business and a willingness to comply with the District’s Minimum Standards. A Commercial Operating Permit (COP) may be required based on intended use.

### About the District

The Truckee Tahoe Airport is an FAA designated public General Aviation Airport. It is situated in Martis Valley approximately two miles southeast of Truckee, California and seven miles north of Lake Tahoe. The Airport straddles both Nevada and Placer County lines and is managed by the Truckee Tahoe Airport District, a bi-county Special District. Founded in 1958, the 425 square mile Truckee Tahoe Airport District (TTAD) was formed by the vote of the people. The Truckee Tahoe Airport serves private and charter aircraft, but offers no scheduled commercial flights. Like Interstate 80 and the Union Pacific Railroad, the Airport is a part of the Federal Transportation System. The Airport is funded by: local airport commercial enterprises, building and hangar leases, local property tax, and grant funding through both State and Federal governments. The District is home to 40,000 full-time residents and 100,000 peak period visitors.

**Submission Guidelines** All letters of interest shall be submitted to the Truckee Tahoe Airport District, ATTN: Jeff Menasco, Director of Aviation, 10356 Truckee Airport Road, Truckee, CA 96161. The submission deadline is 5:00 P.M. on Friday, January 31, 2025. Interested individuals will be evaluated based on the best overall value to the District using the following criteria: pertinent experience and past performance of organization and track record in providing services in the Truckee/North Lake Tahoe Region. If an individual is selected by the District based on the letter of interest, the selected organization

shall be notified within four (4) days after the close of the submission deadline and can begin lease negotiations.

This RFI is designed to provide fair and equal access to qualified parties who wish to offer services and lease property from the District. The District reserves the right to take no action, select an offeror based on criteria outlined here, or negotiate directly with an offeror for additional information. For questions and additional information about the subject property, contact David Van Quest, Outreach Coordinator, Truckee Tahoe Airport District. [David.vanquest@truckee-tahoeairport.com](mailto:David.vanquest@truckee-tahoeairport.com) – (530) 205-8603