

# **REQUEST FOR PROPOSALS FOR PROFESSIONAL SERVICES**

**RFP: 26-3-30**



Project Name:

**Aircraft Rescue and Firefighting (ARFF) Services**

Contracting Agency:

**Easterwood Airport Management  
1 McKenzie Terminal Blvd.  
College Station, TX 77845**

Telephone: (979) 775-9900

## **NOTICE OF REQUEST FOR PROPOSALS**

Competitive sealed proposals for services will be received by the Contracting Agency, Easterwood Airport Management for **RFP: 26-3-30**.

The Contracting Agency is requesting qualifications-based proposals for **Aircraft Rescue and Firefighting (ARFF) Services**

Proposals will be received at the **office of Easterwood Airport Management, 1 McKenzie Terminal Blvd., Suite 112, College Station, TX 77845 until 2:00 p.m. March 30<sup>th</sup>, 2026.**

Copies of the project description, scope of work, qualifications, and method of selection are available at [info.flyeasterwood.com](http://info.flyeasterwood.com) “RFP 26-3-30”.

A Pre-Proposal Conference will not be held.

Airport Director



2/20/2026  
Kevin Davis

**EASTERWOOD AIRPORT  
REQUEST FOR PROPOSALS (RFP)  
AIRCRAFT RESCUE AND FIREFIGHTING (ARFF) SERVICES**

**1. Introduction and Purpose**

Easterwood Airport Management is issuing this Request for Proposals (RFP) to solicit formal proposals from qualified firms capable of providing comprehensive Aircraft Rescue and Firefighting (ARFF) staffing, management, and regulatory compliance services in accordance with FAA Part 139. The selected proposer will be expected to deliver continuous, compliant, and high-quality ARFF services supporting 24/7/365 airport operations.

**2. Airport Background**

Easterwood Airport is a Part 139 certificated airport providing commercial air service and general aviation operations. Continuous ARFF coverage is required to maintain regulatory compliance and ensure the safety of passengers, aircraft, and airport personnel.

**3. Scope of Services**

The successful proposer shall provide all labor, management, training, equipment, insurance, and administrative support necessary to fully staff and operate ARFF services meeting or exceeding FAA Part 139 requirements.

**A. Staffing Requirements (Index B)**

The proposer shall provide, at a minimum, the following staffing:

- Personnel onsite 24/7/365

**B. Training and Certifications**

- All personnel shall be trained and maintained at the Emergency Medical Technician (EMT-Basic) level
- All certifications, recurrent training, and annual live-fire training shall be provided in accordance with FAA Part 139
- The proposer shall maintain complete training records and ensure inspection readiness at all times

**C. Personnel Costs and Benefits**

The proposer shall be responsible for all personnel-related costs, including:

- Employee benefits, including health, dental, life insurance, and 401(k) or equivalent retirement plan
- Payroll taxes and workers' compensation insurance
- Pre-employment, annual, and as-required physicals
- Annual fit testing

#### **D. Insurance and Risk Management**

- Liability insurance coverage with limits up to \$5 million per occurrence
- Workers' compensation insurance in compliance with all applicable state and federal requirements

#### **E. Equipment, Uniforms, and PPE**

- Uniforms suitable for ARFF operations
- Personal Protective Equipment (PPE) compliant with applicable NFPA, OSHA, and FAA standards
- Self-contained breathing apparatus (SCBA) equipment.

#### **F. Station and Administrative Support**

- Cell phones for duty personnel
- Computer hardware, printer, and standard office supplies
- Emergency networking, reporting, and compliance software
- Station furnishings necessary for daily operations

#### **G. Management, Oversight, and Quality Assurance**

- Full management and oversight of all duty personnel
- Periodic quality and performance audits
- Regulatory expertise related to FAA Part 139 compliance
- Development, maintenance, and management of all required documentation, manuals, and records

### **4. Proposal Format and Content**

#### **A. Format**

- Maximum of twenty-five (25) pages,
- Front cover with proposal title, date, and firm's name (cannot include any other text); not included in 25-page limitation.
- Transmittal letter, if any, not to be included in the twenty-five (25) page limit.
- 8 1/2" x 11" paper.
- Printed on one side of sheet only.

**B. Content:**

- Company background and qualifications
- Relevant experience providing ARFF services at FAA Part 139 airports
- Proposed staffing plan and management approach
- Training, compliance, and quality assurance programs
- Insurance certificates and risk management approach
- Detailed cost proposal, including all fees and pass-through costs
- Assumptions, exclusions, and optional services (if any)
- The Proposal shall identify any litigation, mediation, or arbitration, regarding the performance of any services similar to the Services, in which the Company has been involved in the past five years
- Expected cost for three-year term broken out by year

**5. Evaluation Criteria**

Proposals will be evaluated based on the following criteria:

- Experience and qualifications of the firm
- Compliance with staffing and regulatory requirements
- Management approach and quality assurance program
- Demonstrated understanding of FAA Part 139 requirements
- Cost and overall value to Easterwood Airport

**6. Term of Contract**

The anticipated contract term, including any renewal options, will be defined in the final agreement and may be negotiated with the selected proposer.

## **7. Submission Instructions**

Proposals must be submitted digitally to [cll-admin@astin.us](mailto:cll-admin@astin.us) by 2:00 p.m. CST. March 30<sup>th</sup>, 2026.

Late proposals will not be considered.

## **8. Contact with Airport Officials or EAM Staff Members**

All correspondence regarding the RFP shall be directed solely to Kevin Davis, Airport Director, 1 McKenzie Terminal Blvd., Suite 112, College Station, Texas 77845, who can be contacted at (979) 775-9901.

## **9. Costs of Preparing and Submitting Proposals**

Easterwood Airport Management will not pay for any costs associated with the preparation or submission of Proposal.

## **10. Reservation of Rights**

Easterwood Airport Management reserves the right to reject any or all proposals, waive informalities, request clarifications, and negotiate with one or more proposers in the best interest of the Airport.