



NOTICE OF REQUEST FOR PROPOSAL (RFP)

RFP #26-56-RE Land Lease Opportunities Captain Bailey Road – Vernon Regional Airport

Bid Submission:

Proposal together with all other files as identified in the RFP to be uploaded to the City of Vernon procurement portal (Bonfire).

RFP Timetable:

Event:	Date:
Issue Date of RFP	Thursday, October 1, 2026
Optional Site Visit	Scheduled upon request
Deadline for Questions	Thursday, November 5, 2026: 2:00pm PCT
Deadline for Issuing Addenda	Thursday, November 12, 2026
Stage I Submission Deadline	Thursday, November 26, 2026; 2:00pm PCT
Anticipated Shortlist and Invitation to Stage II	February, 2027

The RFP timetable is tentative only and may be changed by the City at any time. Bids received after the Submission Deadline will not be accepted. All times in the RFP are listed as local time.

Contact:

Romona Marshall, Manager, Procurement Services

Any questions regarding the project are to be submitted through the Procurement Portal – Euna Procurement (Bonfire) in the Messages section: Opportunity Q & A. Note that any questions being submitted are only available for viewing by the City of

Vernon. Should questions arise that result in answers that have a material value to the project, they will be issued via an addendum for all proponents to view.

This Request for Proposals (the “RFP”) is an invitation by The Corporation of the City of Vernon (the “City”) to prospective Proponents to submit a proposal for the opportunity to **lease airside land accessed from Captain Bailey Way and forming part of the Vernon Regional Airport** as further described in the RFP Particulars **(Appendix A)** (the Opportunity”).

This opportunity is open to Proponents working independently or in partnership, who are interested in leasing and developing one or both available parcels **(Attachment A)**. The City is particularly interested in proposals that demonstrate aviation-related benefit, financial viability, collaboration with airport users or operators, economic development impact, and broader community value while supporting the long-term function, sustainability, and economic potential of the airport.

The RFP will consist of a two (2) Stage Evaluation Process.

- Stage I - Proponents are invited to submit a High-Level Concept Proposal showing how you would use the space(s).
- Stage II - Proposals with the highest ranked evaluation score from Stage I, will then be invited to submit a more detailed proposal and business plan to demonstrate project readiness and viability.

The RFP documents have been posted and are available for download at:

URL: <https://vernon.bonfirehub.ca/portal>

Click the link above or type the address into your browser to go to the portal; register as Vendor or login and the documents will be accessible. It is recommended to download from a PC and ensure your firewall and virus security allows downloads.

The City of Vernon reserves the right to accept or reject all or part of any proposal, and to accept the Proposal in total or in part, or to accept the Proposal which it deems most favourable in the interest of the City of Vernon.