



Proposal

**Fixed Base Operation**  
**Paso Robles Municipal Airport**



Attention: City of El Paso de Robles

The following represents Loyd's Aviation's formal response to the City of El Paso De Robles' Request for Proposals for Fixed Base Operation at the Paso Robles Municipal Airport.

Loyd's Aviation is a California corporation also doing business as Bakersfield Jet Center, and operates Loyd's Aircraft Maintenance as a wholly owned subsidiary. Mailing address for the primary office is:

PO Box 80958  
Bakersfield, CA 93380

And a physical address of:

1601 Skyway Drive, Suite 100  
Bakersfield, CA 93308

Primary Contact Person is Ryan Crowl, President and can be reached at (661) 393-1334.

This proposal has been reviewed and authorized on behalf of Loyd's Aviation this 29<sup>th</sup> day of June, 2023.

Ryan Crowl  
President

## Table of Contents

<b>1</b>	<b>EXECUTIVE SUMMARY.....</b>	<b>3</b>
1.1	SUMMARY OF COMPENSATION .....	3
1.2	CAPITAL INVESTMENT.....	4
<b>2</b>	<b>QUALIFICATIONS AND EXPERIENCE.....</b>	<b>5</b>
2.1	BACKGROUND AND HISTORY .....	5
2.2	MANAGEMENT PROFILES .....	7
<b>3</b>	<b>REFERENCES.....</b>	<b>13</b>
<b>4</b>	<b>MANAGEMENT PLAN .....</b>	<b>14</b>
4.1	PLAN OVERVIEW .....	14
4.2	ROLES AND RESPONSIBILITIES .....	14
4.3	ORGANIZATIONAL CHART .....	15
4.4	STAFFING AND HOURS OF OPERATION.....	16
4.5	TRAINING AND QUALITY ASSURANCE PROGRAMS .....	16
4.6	INITIATION OF OPERATION.....	20
<b>5</b>	<b>OPERATIONAL PLAN .....</b>	<b>22</b>
5.1	PRODUCTS AND SERVICES .....	22
5.2	EQUIPMENT COSTS.....	24
5.3	POLICIES AND PROCEDURES.....	24
<b>6</b>	<b>MARKETING PLAN.....</b>	<b>27</b>
6.1	MARKET GROWTH STRATEGY .....	27
6.2	ADVERTISING STRATEGY .....	27
6.3	PRICING STRATEGY .....	27
<b>7</b>	<b>FINANCIAL PLAN .....</b>	<b>29</b>
7.1	STATEMENT OF FINANCIAL CAPACITY .....	30
7.2	THREE YEAR HISTORICAL INCOME .....	31
7.3	RENTS, FEES, AND OTHER CHARGES.....	32
7.4	PROOF OF INSURANCE.....	32
<b>8</b>	<b>DEVELOPMENT CONCEPT PLAN.....</b>	<b>33</b>
8.1	COST ESTIMATES.....	33
8.2	CONSTRUCTION SCHEDULE.....	33
8.3	AMORTIZATION AND LENGTH OF LEASE.....	33
8.4	EXECUTIVE FBO.....	33
8.5	HANGAR DEVELOPMENT.....	35
<b>9</b>	<b>EXHIBITS.....</b>	<b>36</b>

## 1 Executive Summary

Loyd's Aviation is pleased to offer its proposal to the City of El Paso De Robles (City) for the Fixed Base Operation at the Paso Robles Municipal Airport (KPRB). Enclosed, you will find our plan to improve, develop, and service the General Aviation needs at KPRB.

Loyd's Aviation brings more than 65 years of aviation experience into this proposal, including Fuel Operations and Handling, Hangar Storage and Construction, Aircraft Maintenance, Corporate Aircraft Management and Aircraft Charter. In support of those operations, Loyd's Aviation maintains an Air Carrier Certificate under 14CFR Part 135 (#LOYA165G) and a FAA Certified Repair Station Certificate under 14CFR Part 145 (#7LOR165C).

In preparation for this proposal, Loyd's Aviation has made itself familiar with the operation of KPRB, the Request for Proposal (RFP), and Airport publications. Further, Loyd's Aviation understands the objectives of the City as they relate to KPRB and as stated in the RFP.

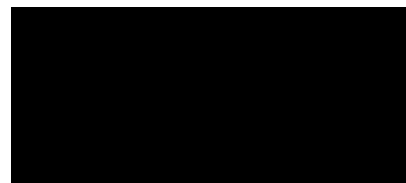
This proposal is a natural expression of interest for Loyd's Aviation. For several decades we have been a user of KPRB, have cared for its tenants through our wide range of services, and value several happy customers currently based there. Because Kern County is so agriculturally centered, many of our customers are both economically and socially connected to Paso Robles. For more than 65 years we've offered aviation services centered around personal relationships backed with expertise and high standards. The FBO is often the first impression for new visitors to a city and we hold that responsibility in high regard. Paso Robles makes a perfect cultural fit with our values, our clientele, and our team.

### 1.1 Summary of Compensation

Based upon the information contained within the RFP, and subject to the negotiated terms of a master lease between the City and Loyd's Aviation, the following fees are proposed.

#### Lease Rates

Executive Air Center Offices (FBO Dedicated)  
Executive Air Center Storage Hangar (FBO Dedicated)  
Restaurant Area of the Airport Terminal  
Dedicated FBO Office Space (Terminal)



#### Flowage Fees

Jet Fuel	\$.12 per gallon*
Avgas	\$.10 per gallon*
Fuel Facilities Development (all fuels)	\$.03 per gallon*

\* or as otherwise stated in the most recently adopted Comprehensive Fee Schedule.

#### Parking/Overweight Fees

Per the current Adopted Comprehensive Fee Schedule as applicable with a negotiated split between City and FBO.

## 1.2 Capital Investment

Loyd's Aviation is proposing two capital improvement projects as a part of this proposal. The first is an addition to the existing terminal for the purposes of supporting the FBO operations and passengers. The second is a hangar development project located on the vacant land identified in the RFP and located directly west of the fuel farm. The details of each project can be found in the Development Plan below.

Financing for each project will be secured from traditional banking sources. See the financial letter of reference contained in the Financial Plan. Amortization of capital is expected to be long-term, in the 20+ year range.

### Deployed Equipment

The anticipated equipment needs will include the following:

#### Fuel Trucks

A total of 3 trucks are anticipated to be needed in support of the FBO operations. Those include two Jet-Fuel trucks and one Avgas truck. Trucks will meet all applicable fire and quality assurance standards and will be inspected daily in accordance with Loyd's Aviation's IS-BAH approved standards.

#### Ground Service Equipment

The anticipated need for ground service equipment (GSE) includes a 28-volt Ground Power Unit (GPU), a lavatory service cart, and a tug appropriate for the size and operational needs of the FBO and based aircraft.

#### Aircraft

Loyd's Aviation's fleet of aircraft available for charter will be available for use to local clients and occasionally stored at KPRB. Additionally, aircraft management and charter services will be offered to locally based aircraft owners. Loyd's Aviation has served KPRB for many years, bringing passengers from other locations as well as picking up local customers.

This proposal is a natural expression of interest for Loyd's Aviation. For several decades we have been a user of KPRB, have cared for its tenants through our wide range of services, and value several happy customers currently based there. Because Kern County is so agriculturally centered, many of our customers are both economically and socially connected to Paso Robles. For more than 65 years we've offered aviation services centered around personal relationships backed with expertise and high standards. The FBO is often the first impression for new visitors to a city and we hold that responsibility in high regard. Paso Robles makes a perfect cultural fit with our values, our clientele, and our team.

## 2 Qualifications and Experience

### 2.1 Background and History

Loyd's Aviation was established in 1958 by Byron Loyd in Bakersfield, CA. Initially a flying service company, Byron began selling aircraft parts, followed by the construction of shadeports and hangars at Meadows Field (KBFL). In 1986, Byron's son Steve Loyd joined the company as President and continued its growth by adding an Aircraft Maintenance business and Fuel services. Aircraft Management and Aircraft Charter have remained as services of the company. In 2005, Ryan Crowl joined the company as a flight instructor and in 2016 took over as its President, a role he continues to hold.

Today, Loyd's Aviation operates Bakersfield Jet Center, a Full-Service FBO at Meadows Field, as well as a Flight Department, Parts Sales department, hangar rentals and a maintenance business, Loyd's Aircraft Maintenance.

Loyd's Aviation has been in continuous business at Meadows Field (KBFL) Bakersfield, CA since 1958. Currently, it leases approximately 25 acres of property from the County of Kern at KBFL on a new 30-year lease signed in 2022. Loyd's Aviation operates business units in the following aviation areas:

#### **Fuel and Line Services**

- Loyd's Aviation, DBA Bakersfield Jet Center, is the largest FBO at Meadows Field.
- **Certified Stage III under the International Standard for Business Aircraft Handling (IS-BAH).** Bakersfield Jet Center was just the 8<sup>th</sup> company in the U.S., and 21<sup>st</sup> in the World, to achieve Stage III status. It remains the only IS-BAH Certified FBO of any kind in Kern County.
- Contracted fuel supplier for the US Government Defense Logistics Agency (DLA).
- Contracted fuel supplier for the Corporate Aircraft Association (CAA).
- Avfuel Branded fuel dealer since 2001.
- **All Line Service Technicians (LSTs) NATA Safety 1<sup>st</sup> Trained and Certified.**
- In Excess of 100,000 sq. ft. of hangar storage.

#### **Aircraft Maintenance Services**

- Loyd's Aircraft Maintenance is a wholly owned subsidiary of Loyd's Aviation and has been in operation since 1986.
- **FAA 14 CFR Part 145 Repair Station Certificate.**
- **Cessna and Piper Aircraft Authorized Repair Station.**
- Authorized dealer of Garmin Avionics.
- A wide variety of aircraft served from single-engine piston to corporate jets.

# Attachment 2

- Turbine Aircraft Specialties in Beechcraft King Air and Cessna Citation products.
- Retail Aircraft Parts Sales.

## **Flight Department Services**

- Aircraft Management Services – Including provisions of pilots, maintenance, hangar, fuel, accounting, scheduling, and concierge services.
- FAA 14 CFR Part 135 Air Carrier (Charter) Certificate.
- Currently manages piston, turboprop and jet aircraft.

## 2.2 Management Profiles

The following pages show the profiles, training, experience, and certifications of the management team at Loyd's Aviation. Personnel described hold the titles of:

- President
- CFO/General Manager
- Vice President
- Safety Coordinator
- Line Department Manager



## Ryan Crowl – President

### **Pilot Ratings**

Airline Transport Pilot  
Small UAS

Flight Instructor Ratings – CFI, CFII, MEI  
Aircraft Type Ratings – BE-30, CE525, CE560XL, CE-680

### **Flight Experience**

Total ..... 7000+      PIC..... 6500+      Turbojet ..... 1400+

### **Work Experience**

Loyd's Aviation ..... Sept. 2005 – Present

Positions Held:

- President (Current), 2016-Present
- VP of Flight Operations, 2009-2016
- Charter and Flight School Director, 2007-2009
- Chief Flight Instructor, 2005-2007

Current Duties:

- Management Responsibility for Loyd's Aviation's overall operation and direction
- Management of 40+ employees
- Financial and Strategic Planning
- Creation of new sales and business opportunities

Embry-Riddle Aeronautical University ..... March 2001 – August 2005

Positions Held:

- Assistant Training Manager
- Flight Supervisor
- Flight Standards Pilot
- Flight Instructor

### **Education**

Missouri State University ..... 2018 – 2022

Master of Business Administration

Embry-Riddle Aeronautical University ..... 1996 – 2000

Bachelor of Science

- Major: Aeronautical Science
- Minor: Business Administration

### **Other Experience**

- Vice Chair, National Air Transportation Association (NATA) Airport Business Committee
- Board Member, Embry-Riddle Aeronautical University – Aerospace Advisory Board
- Rotary Club of Bakersfield
- Vistage CEO Group - Member

## Chris Clements – CFO/General Manager

### **Work Experience**

*Loyd's Aviation*

*Sept. 2008 – Present*

Positions Held:

- General Manager, 2011 – Present
- Accounting Manager, 2008-2011
  - Oversight of Accounting functions
  - Oversight of Managed Aircraft companies
- Accounting Clerk, 2008 – 2008
  - Accounts Receivable/Accounts Payable
  - Bank Reconciliation
  - Payroll

Current Responsibilities:

- Manage daily operations.
- Oversee facilities maintenance.
- Manage rental space.
- Oversee Accounting department.
- Oversee Human Resources department.

### **Education**

*California State University - Bakersfield*

*2007*

Bachelor of Science

- Major: Business Administration

### **Other Experience**

- National Business Aviation Association (NBAA) Certified Aviation Manager – 2022
- Boy Scouts of America – Eagle Scout – 1992

## William Long – Vice President of Aircraft Maintenance

### **Work Experience**

Loyd's Aviation

1991- Present

Positions Held:

- Vice President of Maintenance (Current), 2007-Present
- Parts Department Manager, 1991-2007

Current Duties:

- Operational responsibility for Loyd's Aircraft Maintenance, Inc.
- Management of all A&P Mechanics
- Oversight of Parts Department
- Aircraft Sales

Previous Responsibilities

- Management of the Line Service Department
- Supervision of the Rentals Department (Aircraft and RV storage)
- IT Management and Website design
- Sourcing and Procurement of Aircraft Parts
- Aircraft Maintenance Quoting/Estimating

### **Other Experience**

- Private Pilot License
- Extensive Parts and Inventory Management Experience

## Daniel Samms – Safety Coordinator

### **Work Experience**

Loyd's Aviation

2014- Present

Positions and Responsibilities:

- Managed the Line Service Department for 5 years (2014 - 2019)
- Concurrently managed Customer Service Representatives for 4 years (2015 - 2019).
- Managed the Safety Department from 2016 to current, moving into the role full time in February of 2019.
- Lead Loyd's Aviation through all 3 two-year phases of the IS-BAH (International Standard of Business Aircraft Handling) Certification, becoming just the 8th U.S. FBO, and 21<sup>st</sup> in the world, to be approved for the 3<sup>rd</sup> Stage.
- Helped develop our robust Safety Management System and Safety Culture.
- Wrote the Employee Policy and Procedure Manual used in the Loyd's Aviation Line Department.
- Nearly a decade of experience in Fuel QC and compliance.
- Trained dozens of employees to our exacting standards.
- Review SMS entries in conjunction with the Safety Committee to help form future policy and mitigate risks.
- Perform monthly audits and approve of necessary solutions to ensure compliance with OSHA, FAA, TSA, NTSB, CERS, SJVAPCD, and other governmental regulatory bodies.

### **Education**

Summit Bible College

2018

Master of Theology in Counseling – Graduated Cum Laude

Summit Bible College

2018

Bachelor of Theology

- Major: Christian Counseling

### **Other Experience**

- Cal-OSHA 30 Hour Card
- CPR Certified
- IS-BAH Auditor (lapsed)
- NATA Safety 1st Qualified

## John Wright – Line Service Manager

### **Work Experience**

Loyd's Aviation

2014- Present

#### Positions and Responsibilities:

- Recruiting, interviewing and hiring Line Department employees.
- Implemented mentoring program to promote positive feedback and engagement.
- Open and close location and monitor shift changes to uphold successful operations strategies and maximize business success.
- Inventory Management, Including the ordering of fuel deliveries (Jet-A & 100LL).
- Quality Assurance (QA) Management of Aviation Fuels – Quality checks, daily samples, filter changes, etc.
- Maintenance of Training and Employee Records.
- Employee Coaching and Training.
- Hazardous Waste Management and Removal.
- Personal Protective Equipment (PPE) Inventory management and enforcement.
- Uniform Management

### **Education and Training**

- NATA Safety 1st Training - 12/2022 – Certificate
- Fuel Safety Supervisor Training – 10/2022 Certificate
- Professional Development: Peer to Supervisor – Certificate
- Negating Negativity in a Work Place – Certificate
- Workplace Harassment Prevention for Managers – Certificate
- Safety Management Systems Training – Certificate
- Solid Foundation for Supervisors Training – Certificate

## 3 References

The references listed below are available for the City's verification use.

### Business References

**Curt Castagna – President/CEO**

Aeroplex Group Partners  
castagna@aeroplex.net  
(562) 981-2659

**Joe Gregory – President**

Grapevine MSP  
jgregory@grapevinemsp.com  
(661) 345-5526

**Ben Laverty IV – COO**

California Safety Training  
biv@cstcsafety.com  
(661) 377-8300

### Financial References

**Tri-Counties Bank**

Janet Hepp – SVP, Loans  
Janethepp@tcbk.com  
(661) 371-2036

**Avfuel**

Mark Haynes – VP Sales  
mhaynes@avfuel.com  
(734) 663-6466, ext. 424

### Customer References

**Craig Stoller – Co-Owner**

Sextant Wines  
craig@sextantwines.com  
(805) 542-0133

**Matt Daghish – VP of Flight Operations**

Wonderful Aviation  
matt.daghish@wonderful.com  
(661) 391-6400

**Brian Maxted – CEO**

Holloway Group  
Brian.maxted@hmholloway.com  
(805) 369-2000

## 4 Management Plan

### 4.1 Plan Overview

Loyd's Aviation intends to take a "hands-on" approach to managing the FBO location through the use of an onsite, full-time manager, as well as oversight and support offered by executive staff. All key members of the management team located in Bakersfield will contribute to the oversight of the Paso Robles FBO and all members of the team will make regular visits to the location. The team's current proximity (either a 2-hour drive or a 30-minute flight) makes that an easily obtainable goal. Team members in Paso Robles will also visit Bakersfield for initial and recurrent training.

The mission, vision, and values of Loyd's Aviation will extend to the Paso Robles Airport. Those are:

#### Mission

The mission of Loyd's Aviation is to maintain the highest level of safety and customer service in the aviation industry.

#### Vision

The vision of Loyd's Aviation is to be a leader in defining a premier aviation company that will foster a rewarding, nurturing, and challenging work environment.

#### Values

Safety, Customer Service, Integrity

### 4.2 Roles and Responsibilities

Below are brief descriptions of the roles and responsibilities of the applicable positions to this RFP. Additional information on these positions and personnel can be found in the Qualifications and Experience section.

President – Provides oversight of all Loyd's Aviation departments and revenue streams, drives growth, nurtures the culture, and acts as chief cheerleader for employee success.

General Manager – Oversees accounting for all Loyd's Aviation businesses, oversees FBO operations, plans capital expenditures, and provides mentorship for the Line Service Manager.

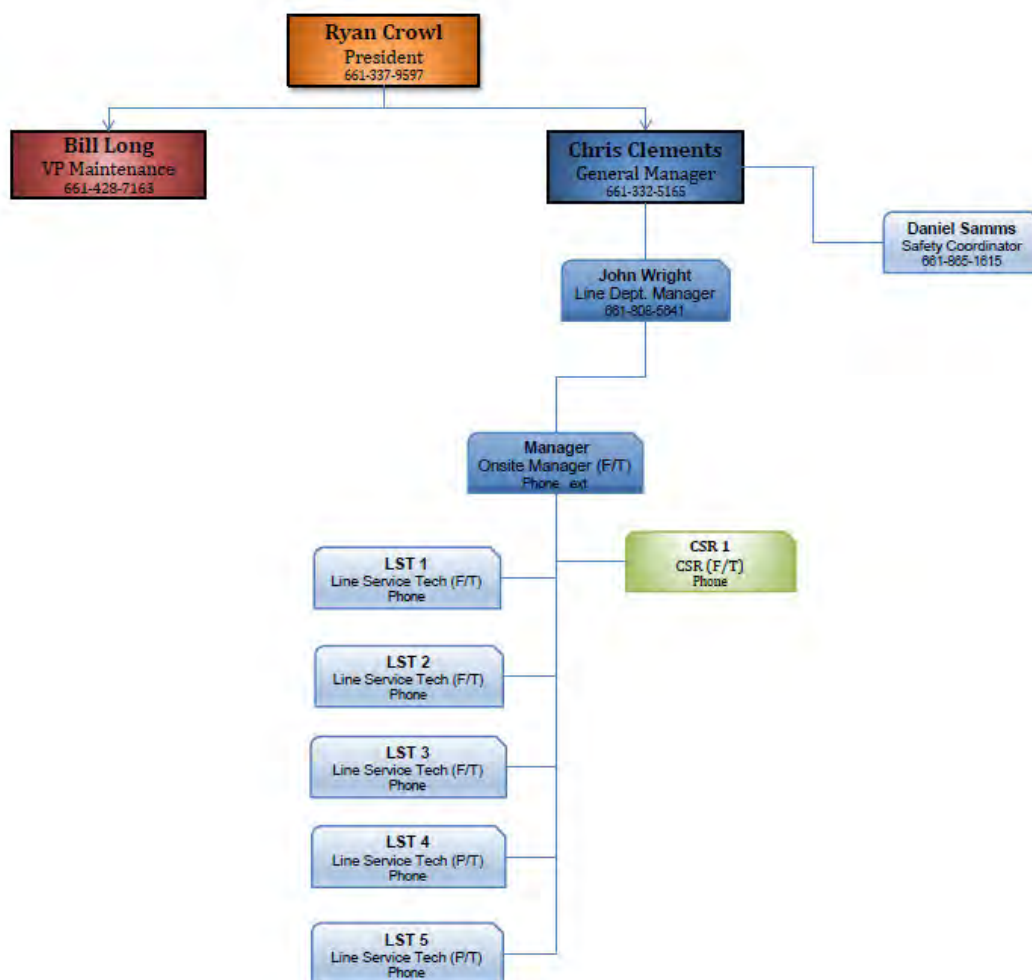
Line Service Manager (LSM) – Supervises LSTs, ensures Quality Assurance (QA) testing is accurate and complete, supervises the maintenance of equipment, and ensures excellent customer service.

On-Site Manager – Will supervise the LSTs and CSRs under the direction of the Line Service Manager, set staff schedules, ensure QA testing is accurate and complete, ensure compliance

with policies and procedures, work with LSM to maintain equipment, and ensure excellent customer service.

Safety Coordinator – Will facilitate the implementation and maintenance of our existing Safety Management System (SMS). This includes onsite inspections and follow-up of SMS safety concerns. Will also create a custom Emergency Response Plan unique to the operation.

## 4.3 Organizational Chart



PRB Employees	
Full Time Employees	5
Part Time Employees	2

6/14/2023



## 4.4 Staffing and Hours of Operation

Loyd's Aviation will hire and train local staff to support the functions required by the RFP. Unless otherwise noted, it is the intention of Loyd's Aviation to fulfill this contract with its own employees. It is anticipated that a staff of four full-time positions and 2-3 part-time positions will be required to meet the requirements of the RFP. That will include one On-Site Supervisor, one Customer Service Representative (CSR) and 4-5 Line Service Technicians (LSTs). Loyd's Aviation intends to hire locally to fill all of the positions if possible.

Those staff members will be supported by Loyd's Aviation's management staff and Safety Coordinator. Resumes for key management positions can be found in the Qualifications and Experience section.

Daily schedules will usually consist of two overlapping shifts, allowing for breaks to be covered. Coverage will include 7-day staffing. Seasonal and holiday adjustments may be made to accommodate demand. Major holidays may be reduced to a minimum staff, depending on demand, but will always have coverage via callout service. The anticipated schedule is below.

Monday - Friday	0600-1800
Saturday and Sunday	0700-1800

All Line Service Technicians (LSTs) are required to participate in the On Call program once they have reached the level of LST2 on the Loyd's Aviation LST Career Ladder. This program is designed so that, on a weekly rotation, an LST is responsible for any after-hours fueling needs and emergencies.

The On-Call LST must be able to respond to the call within 1 hour during their assigned On-Call week and may not engage in any activity that could prevent the employee from completing the necessary services. This includes, but is not limited to, consuming/using any and all substances or medications that can affect one or more mental and/or physical functions (e.g., coordination, reflexes, vision, mental capacity, judgment, etc.), in accordance with Loyd's Aviation Employee Policy Handbook.

## 4.5 Training and Quality Assurance Programs

### Training

Loyd's Aviation provides both general and specific training for Line Service personnel through use of the online National Air Transportation Association (NATA) Safety 1<sup>st</sup> program, in addition to the in-house training program which includes equipment specific training. Supervisor training also includes Fuel-Supplier Sponsored Quality Assurance training. Training includes the following areas and requirements:

- The NATA Safety 1st program will be completed biennially by all Line Service Technicians employed by Loyd's Aviation, including Human Factors training.
- LSTs are expected to complete a new 'Equipment Specific Training' document each year of employment.

# Attachment 2

- First Aid training, including the use of Automated External Defibrillators (AED's) will be provided to select employees of the department biennially.
- All employees of Loyd's Aviation shall complete a training course in the recognition of classes of fires, extinguisher types, and how to successfully extinguish aviation and non-aviation related fires at the beginning of employment, and at least annually thereafter.
- All employees of Loyd's Aviation shall complete a review of the Emergency Response Plan (ERP) and emergency evacuation procedures at the beginning of employment, and at least annually thereafter. This shall include practical activity training as well as the location of emergency equipment.
- Employees are not permitted to operate fuel trucks or perform job-specific tasks such as fueling on their own until they have received adequate training and been approved by management.

## Quality Assurance

Loyd's Aviation's Quality Assurance Program is integrated into its EPPM (Employee Policy and Procedures Manual) and NATA Safety 1<sup>st</sup> Training. It is tracked and inspected via Jet Fuel QC, a program that records and tracks all Quality Assurance (QA) tests. All managers have access to Jet Fuel QC, which gives both an instant look and historical records of the status of all QA testing. All of Loyd's Aviation's Line Department policies, procedures, and records are independently audited through the International Business Aviation Council's (IBAC) International Standard for Business Aircraft Handling (IS-BAH) program.

Quality Assurance (QA) Checks are a vital component of the operation of the Line Department. These QA checks provide assurance as to the quality of dispensed fuel, in addition to ensuring fueling equipment remains in a satisfactory, operable condition.

QA checks are monitored by the General Manager, Safety Coordinator, and Line Dept Manager and are updated annually through Safety Management System (SMS) data and to comply with industry, and IS-BAH, best practices.

Safety Coordinator and Line Department Manager will ensure compliance to policy during regular and unscheduled site visits.

QA Checks are performed under the guidance of NATA Safety 1<sup>st</sup> principles. The QA checks are broken down into two categories (Fuel Farm and Trucks), then subdivided into daily, weekly, monthly, quarterly, or annual periods.

## Fundamentals of Inspection

Loyd's Aviation utilizes Jet Fuel QC for all of its checking and testing records and forms. As such, all data, including inspection dates and results are inputted electronically via a tablet and monitored via a dashboard by supervisors. Paper forms are not typically printed however can be retrieved from Jet Fuel QC. Samples of forms produced out of Jet Fuel QC are listed below. All forms are ATA compliant.

## Inspection Supervision

# Attachment 2

Supervision of inspection status is the responsibility of all LSTs. However, special emphasis of this effort is given to the Line Service Manager and On-Site Manager. Additionally, periodic inspections are completed by the Safety Coordinator and the General Manager. Supervisors of all levels have access to the Jet Fuel QC dashboard which gives instant access to the status of inspections and QA testing.

## Correction of Discrepancies

Guidance for correcting discrepancies is contained within the EPPM. All employees are highly encouraged to report safety or quality issues immediately to their supervisor. Additionally, Loyd's Aviation's Safety Management System (SMS) is an active method for discovering, tracking and remedying any real, imminent or potential safety threats.

Examples of QA checks from Jet Fuel QC are below:

AIRCRAFT FUELING EQUIPMENT CHECKS		STATION:		EQUIPMENT ID:		MONTH	
<b>WEEKLY</b>							
<b>1. STATIC SYSTEM CONTINUITY TEST</b>		Date:	Date:	Date:	Date:	Date:	Date:
REEL ID: 1	OHMS:	OHMS:	OHMS:	OHMS:	OHMS:	OHMS:	OHMS:
REEL ID: 2	OHMS: N/A	OHMS:	OHMS:	OHMS:	OHMS:	OHMS:	OHMS:
IDENTIFICATION OF PERSON PERFORMING TASKS	Image not found or type unknown	Explanation	Image not found or type unknown	Image not found or type unknown	Image not found or type unknown	Image not found or type unknown	Image not found or type unknown
<b>2. CORRECTED FILTER DP</b>		Date:	Date:	Date:	Date:	Date:	Date:
OBSERVED DP:	3	N/O	3	2			
ACTUAL FLOW RATE:	179	N/O	163	165			
CORRECTED DP:	5.66	N/O	6.35	4.17			
RECORD METHOD USED:	Max Flow	N/O	Max Flow	Max Flow			
IDENTIFICATION OF PERSON PERFORMING TASKS	Image not found or type unknown	Explanation	Image not found or type unknown	Image not found or type unknown	Image not found or type unknown	Image not found or type unknown	Image not found or type unknown
<small>CONDITION CODES: S = SATISFACTORY C = COMMENT N/U = NOT USED N/A = NOT APPLICABLE N/O = NOT OBSERVED            SUMP SAMPLE RATINGS: SOLIDS - 1 = CLEAN 2 = SLIGHT 3 = PARTICULATE 4 = DIRTY; WATER - A = BRIGHT B = HAZY C = CLOUDY D = WET E = SURFACTANTS</small>							
REMARKS: See discrepancy log							
<small>This form complies with 2023.1 ATA FORM 103.04B</small>				<small>RETAIN THIS FORM ON FILE FOR 12 MONTHS</small>			

AIRCRAFT FUELING EQUIPMENT CHECKS		STATION: BFL	EQUIPMENT ID#	MONTH:
MONTHLY	CONDITION CODE	DATE	CHECKED BY	
1. FILTRATION & FREE WATER TESTS			Image not found or type unknown	
2. DIRT DEFENSE & ELECTRONIC WATER SENSOR SYSTEM			Image not found or type unknown	
3. NOZZLE SCREEN VISUAL			Image not found or type unknown	
4. NOZZLE SCREEN CLEANING			Image not found or type unknown	
5. FUEL HOSES			Image not found or type unknown	
6. SIGNS, LABELS, PLACARDS			Image not found or type unknown	
7. METER SEALS			Image not found or type unknown	
8. EMERGENCY FUEL SHUTOFF SYSTEM (EACH SYSTEM)			Image not found or type unknown	
8.1. BUTTON 1: FLOW RATE: OVERRUN %: GALLONS:				
8.2. BUTTON 2: FLOW RATE: OVERRUN %: GALLONS:				
8.3. BUTTON 3: FLOW RATE: OVERRUN %: GALLONS:				
9. DEADMAN CONTROL SYSTEM (EACH SYSTEM)			Image not found or type unknown	
9.1. HOSE REEL DEADMAN: FLOW RATE: OVERRUN %: GALLONS:				
9.2. LIFT DECK DEADMAN: FLOW RATE: OVERRUN %: GALLONS:				
10. FIRE EXTINGUISHERS			Image not found or type unknown	
11. LIFT PLATFORMS			Image not found or type unknown	
12. REFUELING TRUCK TANK INTERIORS			RECORD RESULTS ON FORM 103.07D	
13. REFUELING TRUCK VENTS & DOME COVERS			Image not found or type unknown	
14. FSII TEST			Image not found or type unknown	
14.1. PRIEST %: 0.1				
15. REFUELING TRUCK TROUGH DRAINS			Image not found or type unknown	
NOTE: VERIFY EACH EFSO WILL COMPLETELY STOP FUEL FLOW BEFORE OVERRUN HAS EXCEEDED 5% OF ACTUAL FLOW RATE				
REMARKS: See Discrepancy Log				

CONDITION CODES: S = SATISFACTORY G = COMMENT NU = NOT USED N/A = NOT APPLICABLE N/O = NOT OBSERVED

This form complies with 2023.1 ATA FORM 103.04C

RETAIN THIS FORM ON FILE FOR 12 MONTHS

## 4.6 Initiation of Operation

The initiation and implementation of Loyd's Aviation's plan will involve four phases. Descriptions of the phases are below along with an estimated timeframe for each.

### **Phase 1 – Ramp Up**

The first phase will begin immediately upon notification of a successful proposal. During this approximately 90-day period, Loyd's Aviation will focus on:

- Recruiting, hiring and training personnel: As the most time-consuming part of this phase, this work will begin immediately. Loyd's Aviation will recruit locally and carefully select candidates to help with the FBO launch. Prior to the second phase, new team members will be trained on-site in Bakersfield to ensure a smooth transition on opening day. The Line Service Manager will take the lead role in supervising the recruiting and training.
- Procure necessary equipment: Two Jet A and one Avgas refueler trucks will be required for the FBO, so Loyd's Aviation will secure these trucks through direct purchases and/or lease agreements. Additionally, a GPU and a lavatory service cart will be purchased to be ready upon commencement of the lease. The General Manager will take the lead role in procuring equipment, assisted by the President.
- Customize policies and procedures specifically for PRB. The Line Service Manager and Safety Coordinator will work together to complete this step. The existing Employee Policy and Procedures Manual (EPPM) will be adapted to meet the site-specific needs at KPRB. This step will also include a specific Spill Prevention Control and Countermeasures Plan (SPCC), and Safety Management System (SMS) based on Loyd's Aviation's existing plans.

### **Phase 2 – Launch Operations**

The second Phase will begin on the commencement date of the lease and is expected to extend six to twelve months. During this phase, Loyd's Aviation will utilize the existing portions of the terminal, specifically the first floor FBO office, as a base from which to greet customers and operate its fueling services.

During this period, the priority is to build relationships with airport tenants and businesses alike. With the goal of fostering a safe and efficient airport environment that encourages growth, this step is quite possibly the most important of all and will not be rushed. We realize that the aviation business is based on relationships, so that will be the focus. Loyd's Aviation has no intention of displacing any existing FBO tenant. On the contrary, its goal is to foster a relationship of growth for all.

The last remaining portion of this phase will include a refinement of policies and procedures, building a cohesive team of staff, and learning the airport environment, seasonality of operations, and the ebb and flow of traffic.

### **Phase 3 – FBO Construction**

This phase will be focused on the construction of the FBO building as an add-on to the existing terminal. Details of the plans for this can be found in the Development Plan. It is anticipated

that this phase will extend for twelve to eighteen months. The first step will be to finalize the FBO design, followed by securing permits, and finally begin the construction. During construction, FBO operations will continue out of the existing FBO office, which will be remodeled during the final phase of construction. This phase may overlap a bit with Phase 2.

#### **Phase 4 – Hangar Development**

The final phase of operation is the development of the land site west of the fuel farm. Loyd's Aviation's detailed plan for hangar development can be found in the Development Plan. This construction is anticipated to begin after Phase 3 is complete and will be constructed in phases as demand presents itself. The first hangars are expected to take twelve to eighteen months to complete, depending on steel availability.

## 5 Operational Plan

### 5.1 Products and Services

In addition to the specific products and services listed below, Loyd's Aviation can support KPRB with additional personnel and equipment during peak business periods or heavy fire-fighting activity. Onsite support is only a 30-minute flight, or a two-hour drive away.

#### Fuel Services

Loyd's Aviation will offer both Jet A and Avgas via truck and maintain the self-serve Avgas location. The quality of fuels delivered is a top priority, which is why Loyd's Aviation is an IS-BAH (International Standard for Business Aircraft Handling) Stage III certified FBO. This certification covers all aspects of an FBO's operations from towing to quality assurance (QA) and requires a minimum of 4 years and three successful audits, each presenting a higher standard than the first, to receive the Stage III certification. Loyd's Aviation was proud to be just the 23<sup>rd</sup> FBO in the world and 8<sup>th</sup> in the United States to receive such certification.

As part of the commitment to quality fuel, Loyd's Aviation utilizes Jet Fuel QC to track and record its QA checks and tests. One of many advantages to the system is that it allows for management oversight of the checks even from a remote location. Samples of QA forms from Jet Fuel QC are located in the previous section.

Refueling trucks necessary to support KPRB will consist of two Jet A trucks and a single Avgas truck. Jet A trucks will be equipped with both over-wing and single-point fueling hoses and include an ice-inhibiting additive ("Prist/FSII") system. These trucks will support the variety of aircraft that may utilize KPRB.

Fuel payment processing will accept all major credit cards, major contract fuel programs, and offer loyalty rewards for enrolled customers.

A note about alternative fuels: Loyd's Aviation is in tune with the industry's attempt to reduce emissions from aircraft. Those attempts fall into two categories:

1. **Sustainable Aviation Fuel (SAF)** is a renewable jet fuel that can be blended with traditional jet fuel in an effort to reduce carbon emissions. That product is currently available in small batches at a significantly increased price compared to traditional jet fuel. Some tax incentives are available to offset the cost, but it is currently running \$0.25 to \$0.75 per gallon more than traditional jet fuel. Through its suppliers, Loyd's Aviation has the capability of offering SAF to those customers who would prefer it.
2. **Unleaded Avgas** has been a goal of general aviation for a number of years. It's a challenging issue that has not fully been solved yet. At this time, there is only one unleaded option for avgas in the form of UL94. While UL94 is available in limited quantities, it is not approved for all aircraft, it requires aircraft owners to purchase an STC (Supplemental Type Certificate) in order to use the fuel, and it is significantly more expensive than 100LL. There

are other options that are on the horizon, but we still do not have a commercially viable unleaded option. As soon as an option emerges, Loyd's Aviation will seek to offer it to consumers.

## Maintenance Services

Loyd's Aviation does not intend to open its own maintenance shop on the airport, although that ability is available should the need arise. It does, however, intend to support the local maintenance and avionics businesses however possible so they may be successful. That support may come in the way of parts procurement and sales, technical publications support, business management assistance, tooling, or other experience support. If needed, Loyd's Aviation can also offer the assistance of temporary on-site technicians and specialty equipment to aid local shops. Subject to conversations with their leadership, Loyd's Aviation wishes to continue the contracted maintenance relationship with Air Jav Aviation to meet the requirements of the RFP.

## Ground Handling

Active handling of the transient ramp space will be conducted by local staff. This includes parking, marshalling, chocking and coning off parked aircraft. In some cases, it may also include moving aircraft to overflow parking to free space for others. All of these procedures are outlined in Loyd's Aviation's EPPM.

Equipment utilized in ground handling will include a GPU for engine starting, heating and cooling of aircraft, and a lavatory service cart. Each of these is towable by a tug or other small vehicle. Aircraft towing will also be available for FBO hangar tenants and for the positioning of aircraft on the transient ramp, as needed.

## Luggage Service

Luggage carts will be on site along with staff to assist arriving and departing passengers.

## Ground Transportation Services

Loyd's Aviation has an existing relationship with Priceless Rental Cars and can offer on-site rental cars for crews and passengers alike. Cars will be kept at the airport, readily available for customers.

## Hotel Accommodations

Loyd's Aviation will seek to negotiate discounted rates at local hotels to accommodate crew and passengers.

## Aircraft Sales

Loyd's Aviation has decades of experience in the sales and acquisition of aircraft and will offer those services to the local aviation community. Sales and acquisitions can increase activity on an airport via pre-buy inspections and maintenance, and new tenants. Loyd's Aviation maintains an FAA Dealer's Aircraft Registration Certificate (#D001297), see Exhibit E.



## Aircraft Charter

Chartered aircraft will be available under Loyd's Aviation's Air Carrier Certificate (#LOYA165G). Loyd's Aviation currently offers turboprop and jet aircraft for charter. Positioning discounts for local customers will be offered.

## Crew and Passenger Amenities

A variety of refreshments will be available to FBO customers, crews, and passengers, including coffee, water, and snacks. A private crew lounge is available upstairs along with a conference room and additional restroom.

## 5.2 Equipment Costs

The total estimated capital cost for the main pieces of equipment is \$875,000.00. That equipment includes three fuel trucks, a tug, GPU, and lavatory service cart. This estimate does not include any costs for capital improvements.

## 5.3 Policies and Procedures

Line Service Policies and Procedures are contained within Loyd's Aviation's Employee Policies and Procedures Manual (EPPM). Additionally, a Spill Prevention Control and Countermeasures plan (SPCC), Safety Management System (SMS), and an Emergency Response Plan (ERP) contain information used to supplement the EPPM.

Each of these documents are currently implemented at Loyd's Aviation, discussed at department meetings and/or monthly safety meetings, and are audited by third parties. The information contained within them is beyond the scope of this proposal, but significant topics covered in each document are listed below.

### Employee Policies and Procedures Manual (EPPM)

The EPPM is a living reference document that serves as a training source for new LSTs and as a reference point for all Line personnel. It includes information and direction on a large variety of tasks and topics. Each procedure is broken down into step-by-step processes. Some of the contents are:

- Standards of Performance
- Career Ladder
- Training and Competency
- Quality Assurance Checks
- Aircraft Fueling
- HAZMAT Storage
- Ground Service Equipment Maintenance Control System

### Spill Prevention Control and Countermeasures (SPCC) Plan

The SPCC is a plan to prevent and contain discharges of oil-based products into the environment. Reviewed every five years, the plan includes:

# Attachment 2

- Identification and Location of storage sources
- Direction of flow in the event of a rupture or leak
- Assessment of primary and secondary containment
- Personnel Training
- Contingency Planning

## Safety Management System (SMS)

The SMS is the core of Loyd's Aviation's safety culture. It contains policy elements, safety philosophy, and action items. The system is actively managed by the Safety Coordinator that has been trained in SMS for managers. Examples of its content include:

- Safety Policy Statement – See Exhibit G
- Flight Risk Assessment Tools
- Risk Management Tools
- Root Cause Analysis
- SMS Portal through FltSafety.com – Allows users to input safety concerns that are actively tracked to a resolution.
- Monthly Safety Meetings

## Emergency Response Plan (ERP)

The ERP serves as a step-by-step guide to navigating an emergency. It includes useful information not normally utilized in day-to-day operations. Included in the ERP are:

- Emergency Phone Numbers
- Initial Contact and Response action items
- A guide to activating and operating the Emergency Operations Center
- On-Site Response steps
- Guidelines to notifying next of kin
- Interactions with news media
- Accident and Incident Investigation
- General Emergency Preparations
- Responses to specific emergencies such as bomb threats, hijacking, and earthquakes.
- Checklists for various emergency situations

## Licenses, Permits, Operating Certificates

Loyd's Aviation maintains various permits, licenses and certificates for its business lines. Those applicable for this proposal are listed below and attached as exhibits.

- Air Carrier Certificate - #LOYA165G (Exhibit C)
- Repair Station Certificate - #7LOR165C (Exhibit D)
- Dealer's Aircraft Registration Certificate - #D001297 (Exhibit E)
- California Department of Tax and Fee Administration Seller's Permit – (Exhibit F)

## Insurance

Loyd's Aviation is currently insured by QBE Insurance Group, LTD. A certificate of insurance showing current General Liability limits is attached as Exhibit H. Loyd's Aviation will maintain

# Attachment 2

insurance coverage adequate for its operations and in compliance with City's Minimum Standards for Airport Services, as amended.

## Security Plan

Loyd's Aviation's current security plans and practices are heavily driven by TSA and 14CFR Part 139 airport requirements, most of which do not apply to KPRB. A revised plan will be made to accommodate the uncontrolled airport environment. Providing reasonable, yet unintrusive, security will be the goal for that policy.

## 6 Marketing Plan

### 6.1 Market Growth Strategy

It is the opinion of Loyd's Aviation that Paso Robles Municipal airport is positioned well for conservative growth in the coming years. As the City continues to grow and evolve, the airport will as well. The proximity to the central coast, the few options for nearby airline service, the availability of development land, and the lack of congested airspace all combine to paint a picture of growth possibilities.

Airport growth is directly tied to local business growth, especially those businesses that create above-average job wages. Therefore, Loyd's Aviation would encourage the City to continue its business-friendly practices. Businesses that are interested in establishing or retaining their corporate headquarters near airports are considered to be the most coveted.

Given the current environment, Loyd's Aviation sees the most growth potential in the small corporate aircraft for KPRB. Specifically, turboprops and light jets represent a healthy portion of the market, and can drive growth in fuel sales, maintenance, and passenger counts. Example aircraft include Beechcraft King Airs, Pilatus PC-12s, Cessna Citation's CJ series. There is currently a lack of hangar space for that sized aircraft at KPRB while other CA airports are out of space. Conservatively increasing hangar space, without flooding the market, will help to increase the activity and sales on the field without driving hangar prices below profitability. A small waiting list for hangar tenants is a healthy situation, so the addition of two or three corporate-sized hangars every two or three years would be the recommendation based on current demand.

### 6.2 Advertising Strategy

It has been our experience that targeted, individual marketing based on relationship building works the best. It's not the flashiest or most exciting method but proves steady and long-lasting. Therefore, the marketing approach for based tenants will happen through targeted contacts using industry specific data such as JetNet, and others.

Transient traffic marketing will consist of aviation specific ad campaigns on platforms such as fltplan.com, foreflight, Garmin Pilot, etc. Loyd's Aviation will also represent KPRB at regionally appropriate industry trade shows, such as NBAA's events and offer fuel reward programs to attract aircraft looking for fuel stops.

### 6.3 Pricing Strategy

Loyd's Aviation's pricing strategy has always been, and will continue to be, one of moderation. It is not the intention to be the cheapest option and compete solely based on price, nor is it the intention to gouge customers to gain every margin dollar possible. A fair price to allow for fair wages and fair profits, topped off with exceptional service will be the strategy.

Fuel prices will be posted regularly on common industry websites, and adjustments made weekly when appropriate. Discounts for volume purchases, contract fuel accounts, and FBO-hangared tenants will be offered, as well as loyalty programs through the selected fuel supplier.

## Aviation Development/Growth and Advocacy

Loyd's Aviation has always been involved in the larger aviation community, including seats on boards and committees for trade associations. Current memberships include the National Air Transportation Association (NATA), National Business Aviation Association (NBAA), and the Aircraft Owners and Pilots Association (AOPA).

Loyd's Aviation's President, Ryan Crowl currently serves as Vice Chair of the Airport Business Committee for NATA. Issues taken up by the committee include SAF, Unleaded Avgas, and NFPA 409 Fire Code for Hangars. In June of 2023, Mr. Crowl was part of a delegation advocating for aviation business alongside NATA on Capitol Hill and met with the Speaker of the House's staff to discuss the issue.

Additionally, Mr. Crowl is a member of the Aerospace Advisory Board for the Prescott, AZ campus of Embry-Riddle Aeronautical University. As a member of the board, he advises the faculty on current industry issues and concerns and speaks to students in the classroom to promote business and corporate aviation careers. Loyd's Aviation is very interested in the promotion of general aviation to the next generation of leaders.

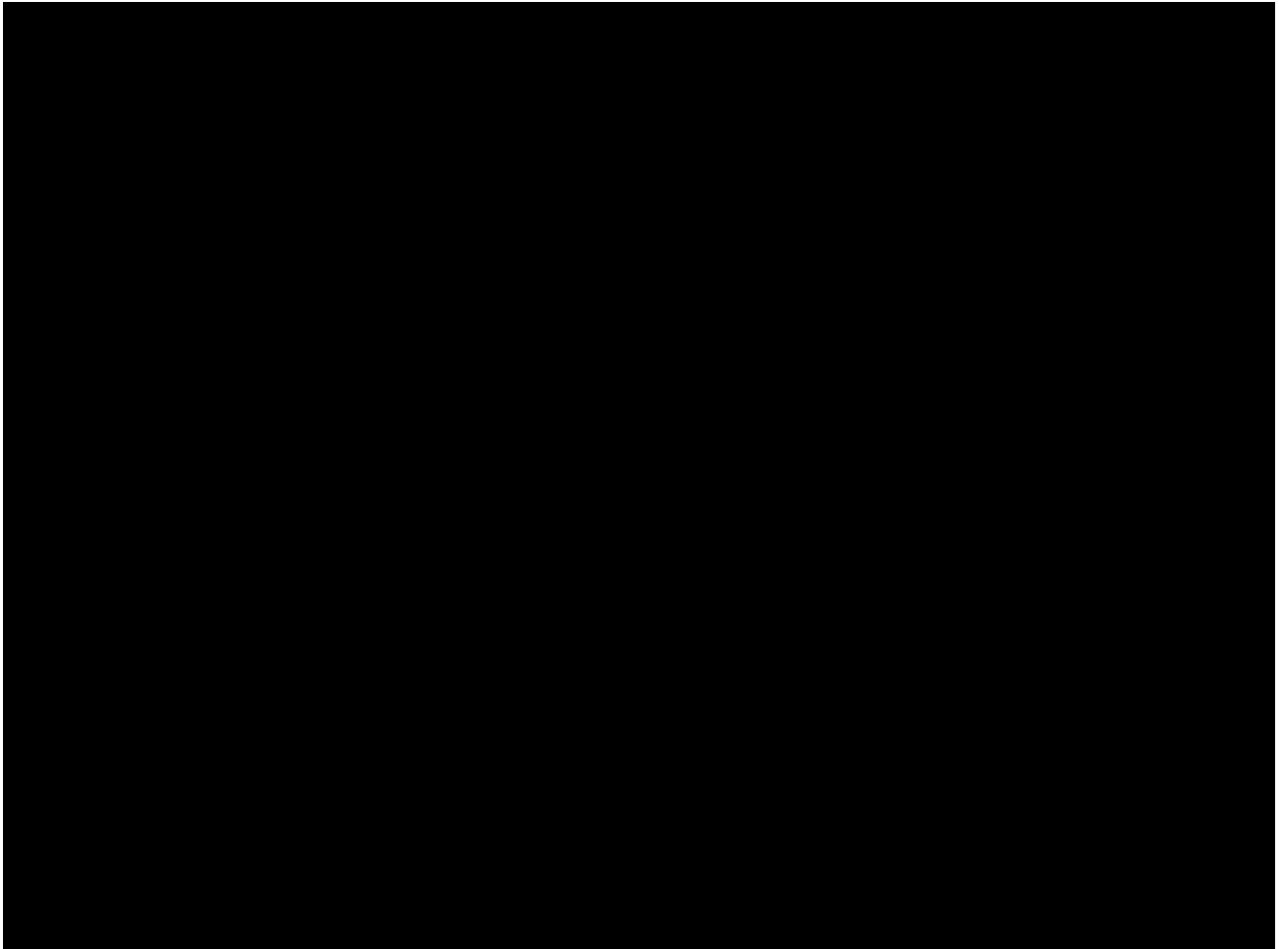
These efforts promote the entire general aviation community as a great career choice, a message that is never loud enough. Loyd's Aviation will spend an estimated \$20,000 per year to promote KPRB and will continue to advocate for the industry as a whole.

## 7 Financial Plan

Portions of this section have been redacted to protect the proprietary and non-public information of Loyd's Aviation. A separate un-redacted version has been provided to the City for exclusive use of the RFP selection committee.

## 7.1 Statement of Financial Capacity

See letters inserted on the following pages from banking and bonding companies.





# Attachment 2

CHUBB®

202B Halls Mill Road, Whitehouse Station, NJ 0889-1650

## FEDERAL INSURANCE COMPANY

June 28, 2023

El Paso De Robles  
City Hall  
1000 Spring Street  
Paso Robles, CA 93446

Re: [REDACTED]

To Whom It May Concern:

[REDACTED] is a valued surety client and our experience with the company has been most satisfactory.

We would favorably consider our client's request to provide bid, performance and/or payment bonds that may be required. Such pre-qualification and approval would be conditioned upon underwriting considerations such as but not limited to acceptable bond forms, confirmation of full project financing, and favorable review and approval of the contract terms and conditions and related underwriting criteria at the time of the request for the bonds. Presently we have a \$50,000,000 single/\$100,000,000 aggregate program for our client, but the amount of surety credit available to our client on a future date would have to be re-evaluated at the time of the request for the bonds.

The issuance of the bid, performance and payment bonds is a matter between our client and its surety. Our client and its surety assume no liability to third parties or to you in conjunction with this letter. This letter is not an assumption of liability, nor is it a bid bond or a performance bond. It is issued only as a bonding reference, as requested by our client.

Federal Insurance Company has an A.M. Best rating of A++, XV and is listed in the Treasury Department Circular 570.

Yours truly,



Kathy R. Mair, Attorney-in-Fact for  
Federal Insurance Company

## CALIFORNIA ALL-PURPOSE ACKNOWLEDGMENT

## CIVIL CODE § 1189

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California )

County of Orange )

On JUN 28 2023 before me, Mechelle Larkin, Notary Public,  
DATE [Name of Notary Public and Title "Notary Public"]

personally appeared Kathy R. Mair -----  
[Name(s) of Signer(s)]

who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.



WITNESS my hand and official seal.

Signature of Notary Public Mechelle Larkin

Place Notary Seal Above

### OPTIONAL

Though this section is optional, completing this information can deter alteration of the document or fraudulent reattachment of this form to an unintended document.

### Description of Attached Document

Title or Type of Document: \_\_\_\_\_

Document Date: \_\_\_\_\_ Number of Pages: \_\_\_\_\_

Signer(s) Other Than Named Above: \_\_\_\_\_

### Capacity(ies) Claimed by Signer(s)

Signer's Name: Kathy R. Mair

- Corporate Officer – Title(s): \_\_\_\_\_
- Partner –  Limited  General
- Individual  Attorney-in-Fact
- Trustee  Guardian or Conservator
- Other: \_\_\_\_\_

Signer Is Representing: \_\_\_\_\_

Signer's Name: \_\_\_\_\_

- Corporate Officer – Title(s): \_\_\_\_\_
- Partner –  Limited  General
- Individual  Attorney-in-Fact
- Trustee  Guardian or Conservator
- Other: \_\_\_\_\_

Signer is Representing: \_\_\_\_\_



# Attachment 2



## Power of Attorney

Federal Insurance Company | Vigilant Insurance Company | Pacific Indemnity Company  
Westchester Fire Insurance Company | ACE American Insurance Company

Know All by These Presents, that **FEDERAL INSURANCE COMPANY**, an Indiana corporation, **VIGILANT INSURANCE COMPANY**, a New York corporation, **PACIFIC INDEMNITY COMPANY**, a Wisconsin corporation, **WESTCHESTER FIRE INSURANCE COMPANY** and **ACE AMERICAN INSURANCE COMPANY** corporations of the Commonwealth of Pennsylvania, do each hereby constitute and appoint My Hua, Mechelle Larkin and Kathy R. Mair of Irvine, California; Tenzer V. Cunningham, Sokha Evans, Martha Gonzales, Joaquin Perez, Jeffrey Strassner and Brenda Wong of Los Angeles, California-----

each as their true and lawful Attorney-in-Fact to execute under such designation in their names and to affix their corporate seals to and deliver for and on their behalf as surety thereon or otherwise, bonds and undertakings and other writings obligatory in the nature thereof (other than bail bonds) given or executed in the course of business, and any instruments amending or altering the same, and consents to the modification or alteration of any instrument referred to in said bonds or obligations.

In Witness Whereof, said **FEDERAL INSURANCE COMPANY**, **VIGILANT INSURANCE COMPANY**, **PACIFIC INDEMNITY COMPANY**, **WESTCHESTER FIRE INSURANCE COMPANY** and **ACE AMERICAN INSURANCE COMPANY** have each executed and attested these presents and affixed their corporate seals on this 27<sup>th</sup> day of **October, 2021**.

*Dawn M. Chloros*

Dawn M. Chloros, Assistant Secretary

*Stephen M. Haney*

Stephen M. Haney, Vice President



STATE OF NEW JERSEY  
County of Hunterdon SS.

On this 27<sup>th</sup> day of **October, 2021** before me, a Notary Public of New Jersey, personally came Dawn M. Chloros and Stephen M. Haney, to me known to be Assistant Secretary and Vice President, respectively, of **FEDERAL INSURANCE COMPANY**, **VIGILANT INSURANCE COMPANY**, **PACIFIC INDEMNITY COMPANY**, **WESTCHESTER FIRE INSURANCE COMPANY** and **ACE AMERICAN INSURANCE COMPANY**, the companies which executed the foregoing Power of Attorney, and the said Dawn M. Chloros and Stephen M. Haney, being by me duly sworn, severally and each for herself and himself did depose and say that they are Assistant Secretary and Vice President, respectively, of **FEDERAL INSURANCE COMPANY**, **VIGILANT INSURANCE COMPANY**, **PACIFIC INDEMNITY COMPANY**, **WESTCHESTER FIRE INSURANCE COMPANY** and **ACE AMERICAN INSURANCE COMPANY** and know the corporate seals thereof, that the seals affixed to the foregoing Power of Attorney are such corporate seals and were thereto affixed by authority of said Companies; and that their signatures as such officers were duly affixed and subscribed by like authority.

Notarial Seal



KATHERINE J. ADELAAR  
NOTARY PUBLIC OF NEW JERSEY  
No. 2316655  
Commission Expires July 18, 2024

*Katherine J. Adelaar*  
Notary Public

### CERTIFICATION

Resolutions adopted by the Boards of Directors of **FEDERAL INSURANCE COMPANY**, **VIGILANT INSURANCE COMPANY**, and **PACIFIC INDEMNITY COMPANY** on August 30, 2016; **WESTCHESTER FIRE INSURANCE COMPANY** on December 11, 2006; and **ACE AMERICAN INSURANCE COMPANY** on March 20, 2009:

"RESOLVED, that the following authorizations relate to the execution, for and on behalf of the Company, of bonds, undertakings, recognizances, contracts and other written commitments of the Company entered into in the ordinary course of business (each a "Written Commitment"):

- (1) Each of the Chairman, the President and the Vice Presidents of the Company is hereby authorized to execute any Written Commitment for and on behalf of the Company, under the seal of the Company or otherwise.
- (2) Each duly appointed attorney-in-fact of the Company is hereby authorized to execute any Written Commitment for and on behalf of the Company, under the seal of the Company or otherwise, to the extent that such action is authorized by the grant of powers provided for in such person's written appointment as such attorney-in-fact.
- (3) Each of the Chairman, the President and the Vice Presidents of the Company is hereby authorized, for and on behalf of the Company, to appoint in writing any person the attorney-in-fact of the Company with full power and authority to execute, for and on behalf of the Company, under the seal of the Company or otherwise, such Written Commitments of the Company as may be specified in such written appointment, which specification may be by general type or class of Written Commitments or by specification of one or more particular Written Commitments.
- (4) Each of the Chairman, the President and the Vice Presidents of the Company is hereby authorized, for and on behalf of the Company, to delegate in writing to any other officer of the Company the authority to execute, for and on behalf of the Company, under the Company's seal or otherwise, such Written Commitments of the Company as are specified in such written delegation, which specification may be by general type or class of Written Commitments or by specification of one or more particular Written Commitments.
- (5) The signature of any officer or other person executing any Written Commitment or appointment or delegation pursuant to this Resolution, and the seal of the Company, may be affixed by facsimile on such Written Commitment or written appointment or delegation.

FURTHER RESOLVED, that the foregoing Resolution shall not be deemed to be an exclusive statement of the powers and authority of officers, employees and other persons to act for and on behalf of the Company, and such Resolution shall not limit or otherwise affect the exercise of any such power or authority otherwise validly granted or vested."

I, Dawn M. Chloros, Assistant Secretary of **FEDERAL INSURANCE COMPANY**, **VIGILANT INSURANCE COMPANY**, **PACIFIC INDEMNITY COMPANY**, **WESTCHESTER FIRE INSURANCE COMPANY** and **ACE AMERICAN INSURANCE COMPANY** (the "Companies") do hereby certify that

- (i) the foregoing Resolutions adopted by the Board of Directors of the Companies are true, correct and in full force and effect,
- (ii) the foregoing Power of Attorney is true, correct and in full force and effect.

Given under my hand and seals of said Companies at Whitehouse Station, NJ, this

**JUN 28 2023**



*Dawn M. Chloros*

Dawn M. Chloros, Assistant Secretary

IN THE EVENT YOU WISH TO VERIFY THE AUTHENTICITY OF THIS BOND OR NOTIFY US OF ANY OTHER MATTER, PLEASE CONTACT US AT:  
Telephone (908) 903- 3493 Fax (908) 903- 3656 e-mail: surety@chubb.com

## 7.2 Three Year Historical Income

See the following page for a combined financial statement showing total profit and loss for the combined years of 2020, 2021, and 2022. Numbers are shown in an EBITDA format.

## Loyd Companies

Combined Income Statement  
2020 - 2021 - 2022 Totals

Income

Maintenance Department  
Line Department  
Flight Department

---

[REDACTED]

**Total Income:**

Cost Of Sales

Maintenance Department  
Line Department  
Flight Department  
Credit Card Fees

---

[REDACTED]

**Total Cost of Sales:**

**Gross Profit:**

Expense

Payroll Expense  
Parts Expense  
Aircraft Expenses  
Shop Expenses  
Line Department Expenses  
Office & General Expenses  
Personnel Expenses  
Advertising/Promo  
Dues, Fees & Subscriptions  
Insurance - Liability  
Occupancy Expenses

---

[REDACTED]

**Total Expenses:**

**Profit Before Other**

Other Income

**Total Other Income:**

Other Expense

**Total Other Expense:**

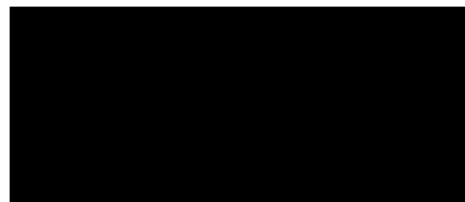
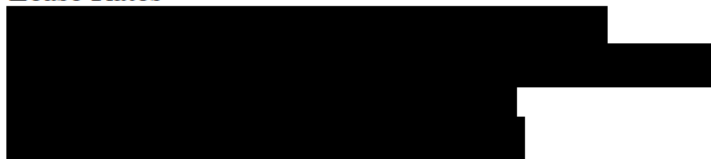
**Net Income:**

[REDACTED]

## 7.3 Rents, Fees, and Other Charges

As previously stated in the Executive Summary, Loyd's Aviation's proposed lease payments are below. In addition, a negotiated lease rate for the unimproved land designated for FBO development (west of the fuel farm) will be paid on a per square foot, per year rate.

### Lease Rates



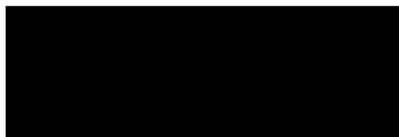
### Flowage Fees

Jet Fuel

Avgas

Fuel Facilities Development (all fuels)

\* or as otherwise stated in the most recently adopted Comprehensive Fee Schedule.



### Parking/Overweight Fees

Per the current Adopted Comprehensive Fee Schedule as applicable with a negotiated split between City and FBO.

## 7.4 Proof of Insurance

Please see Exhibit H for a Certificate of Insurance showing Loyd's Aviation's general liability rates. That policy is currently in force. All insurance policies procured by Loyd's Aviation for the Paso Robles airport will meet or exceed the Airport's Minimum Standards, as adopted.

## 8 Development Concept Plan

Loyd's Aviation's development plan includes two major conceptual improvements to the Airport. First is an addition to the existing Airport Terminal to provide an executive FBO space. The second improvement includes the development of a hangar complex located on the vacant lot west of the fuel farm identified in the RFP. Detailed explanations of the two improvements are described below. Final designs may change due to the availability of utilities, material cost fluctuations, financing rates, permitting requirements, or a number of other factors.

### 8.1 Cost Estimates

Estimated costs for the two improvements are based on preliminary estimates, current materials costs, and projected permitting expenses. Each project will be bonded and managed by a licensed general contractor. The hangar development figure below includes the cost of the ramp space/apron shown in the design layout below.

Executive FBO	\$3,043,400.00
Hangar Development (Total Build)	\$5,951,600.00
Total	\$8,995,000.00

Financing for the construction will come from traditional bank financing. See statement of financial capacity in Section 7.

### 8.2 Construction Schedule

The anticipated schedule for development is described in section 4.6.

### 8.3 Amortization and Length of Lease

The amortization period for the construction will be up to 24 years. Financial institutions will typically only finance for 80% of the length of a lease. Therefore, Loyd's Aviation proposes an initial 5-year lease with a contingency that a new lease term will begin upon the commencement of construction for the Executive FBO. At that point, a new term of 30 years, with two 5-year options will begin. That arrangement should allow Loyd's Aviation plenty of time to design and procure building permits with enough lease to adequately finance the project, and it gives the City an assurance that construction will begin.

### 8.4 Executive FBO

It is our belief that an addition to the existing terminal makes the most sense for a new FBO for several reasons. First, the large existing ramp space and the large presence of the Airport Terminal makes it the logical parking place for transient aircraft. From both the street side and the ramp side, the terminal is the focal point of the airport. Secondly, locating the FBO in close proximity to the restaurant benefits both businesses.

# Attachment 2

The airport does not require a large FBO building given the anticipated traffic, but it does need an upscale location that is easy to access from both the ramp and street. The BFO building concept is designed to do just that, and measures approximately 5,200 square feet. The desire is for the addition to look related to the terminal, but with a bright, open, executive look. See Exhibit A for drawings and renderings of the Executive FBO.

**First Floor:** The lower level will feature an open design that extends upward through both levels on the ramp side. This will allow light from the glass wall to fill the space. The reception desk will be in sight from both entrances to allow customer service representatives to greet guests entering from either location.

The restrooms downstairs will feature a classy design with a privacy wall in front of the entrance. Research shows that FBO restrooms are among the highest priorities for guests so they will be well appointed.

The entrance from the ramp side will include a dual-purpose vestibule. It will provide storage for luggage carts to they are easily accessible, as well as provide a way to quiet the noise into the building. Located next to the vestibule will be a landscaped area. This area will help to warm the appeal of the entrance as well as provide a relief place for those traveling with their pets.

A subtle feature of the first-floor design is a doorway between the restrooms and the reception area that will lead into the existing terminal. This will allow customers to access the restaurant without exiting the building, promoting the symbiotic relationship between the FBO and the restaurant.

Not shown on the first-floor design is the use of the dedicated FBO space in the existing terminal. That area will be used as office space for line service staff.

**Second Floor:** The top floor will also benefit from the open concept and the glass wall to enable a bright space. The conference room will feature several windows, including some facing the ramp area to allow for a view of aircraft activity. The space will be available to all FBO guests.

Additional features of the second floor include a pilot lounge with a view to the street side of the building. This is an important feature so pilots can see when their passengers are arriving. Also upstairs, is a counterspace with seating that can be used as a charging station, workstation, or viewing area. Rounding out the upstairs is a single user restroom, a storage closet, and another access door to the existing terminal.

Below, you will find elevation drawings, floor plans, and artist renderings of the proposed FBO addition. Please feel free to reach out with questions.



## 8.5 Hangar Development

The hangar development will include up to 11 individual corporate hangars of approximately 3,600 square feet each, and an additional series of small “T” hangars (or box hangars) designed for small aircraft. Independent research of the area’s aviation community has shown Loyd’s Aviation the need for hangars to house corporate-sized aircraft. See Exhibit B for the Hangar Development Plan.

The approach for construction will be an “on-demand” approach. This hangar development is not intended to be built in one phase. Doing so would flood the airport’s hangar market and bring down pricing across the field. A steady approach of two or three hangars at a time will be the plan.

### Corporate Hangars

Hangars will be of steel construction, each measuring approximately 3,600 square feet, and include door widths of approximately 60 feet and door heights of approximately 19 feet. These dimensions are adequate to accommodate turboprops, light jets, and some mid-sized jets. Aircraft larger than a 60-foot wingspan will not be considered for this area due to the taxi lane width constraints approaching the parcel. Options available for hangar tenants will include insulation and a small interior office space.

As an optional add-on value, Loyd’s Aviation has partnered with a new aviation technology company called Hangar Safe. They provide an artificial intelligence system that helps to prevent “hangar rash” damage to aircraft. This system will be offered to hangar tenants.

### Small Hangars

Loyd’s Aviation still sees the need for small hangars on the field, which is why the proposal includes a few small hangars that will accommodate single-engine and small twin-engine aircraft.

## 9 Exhibits

- Exhibit A – FBO Design and Renderings
- Exhibit B – Hangar Development Plan
- Exhibit C – Air Carrier Certificate
- Exhibit D – Repair Station Certificate
- Exhibit E – Dealer’s Aircraft Registration Certificate
- Exhibit F – CDTFA Seller’s Permit
- Exhibit G – Safety Policy Statement
- Exhibit H – Certificate of Liability Insurance
- Exhibit I – Signed RFP Addenda Acknowledgement Forms
- Exhibit J – Airport Operating Permit



# LOYD'S AVIATION FBO AND HANGAR EXPANSION PROPOSAL PASO ROBLES MUNICIPAL AIRPORT

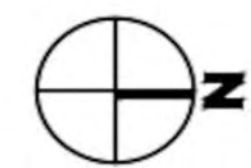
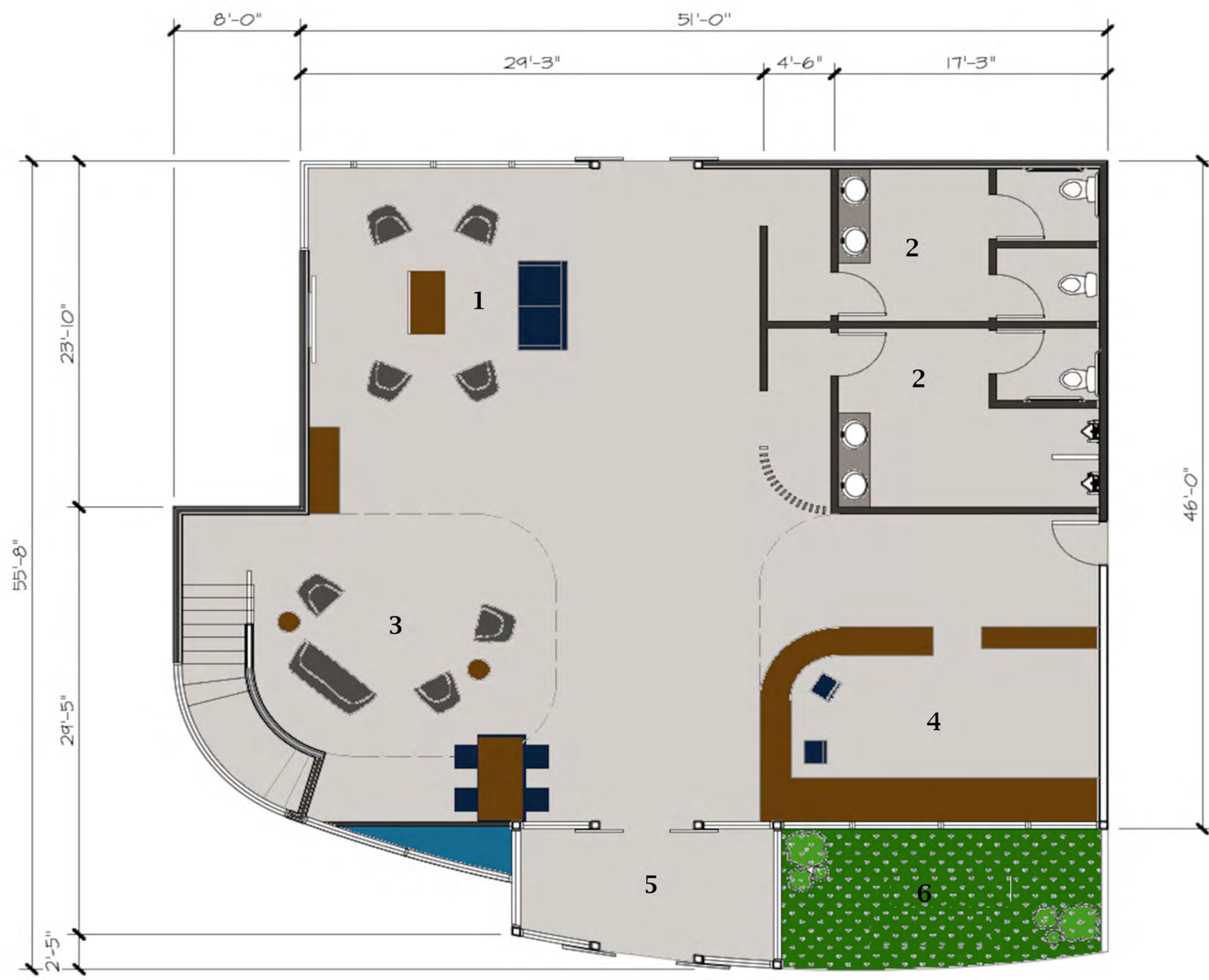


SOUTHEAST VIEW



SOUTHWEST VIEW





**FIRST FLOOR PLAN**

1/8" = 1'-0"

- 1. LOUNGE AREA
- 2. RESTROOMS
- 3. OPEN LOUNGE
- 4. RECEPTION
- 5. VESTIBULE
- 6. GRASS AREA

**MAIN ENTRY**



**RECEPTION VIEW**



**WALK-IN VIEW**

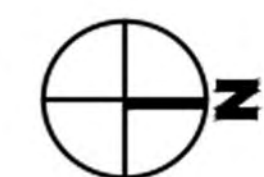
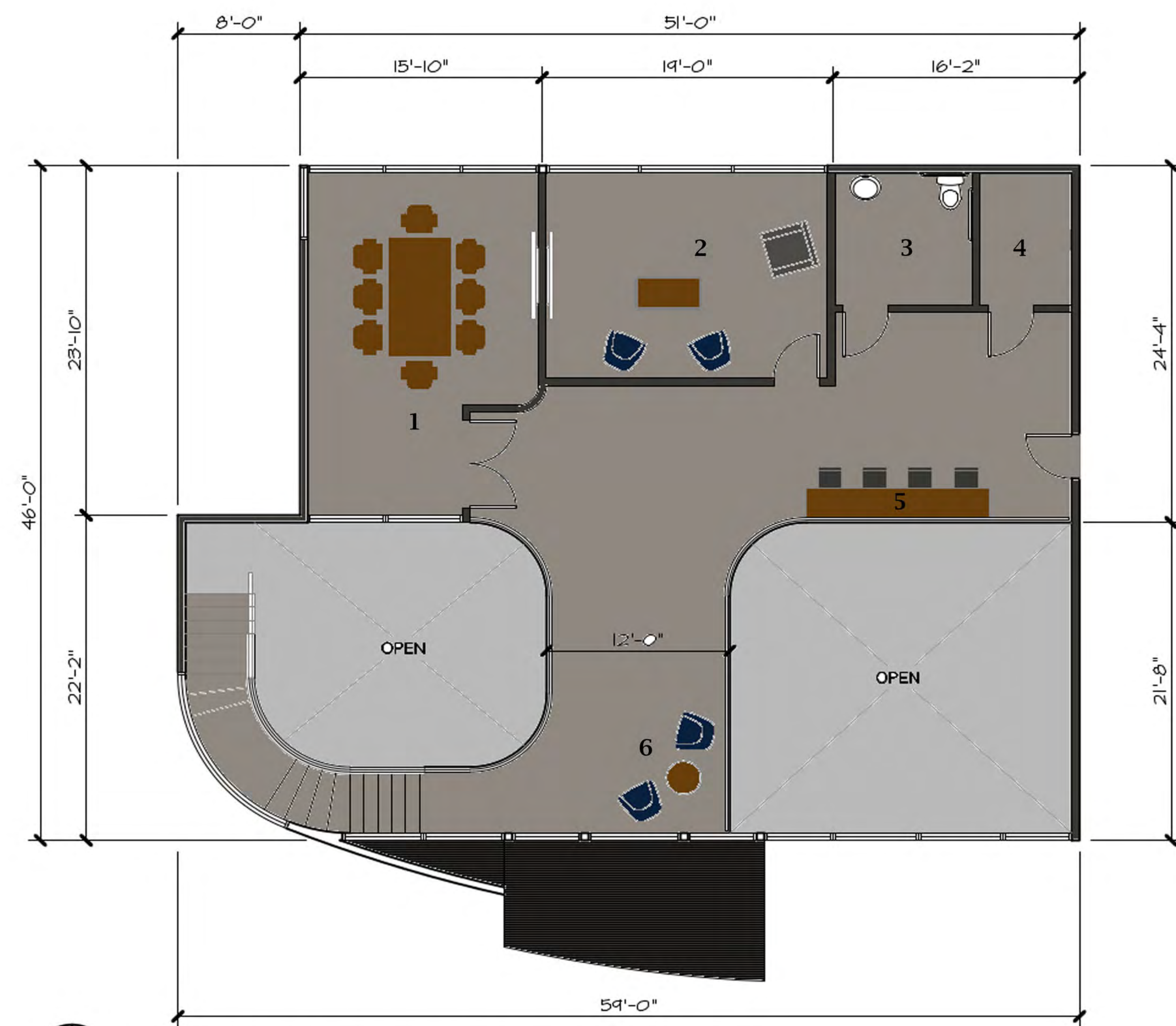




CONFERENCE ROOM



SECOND FLOOR VIEW

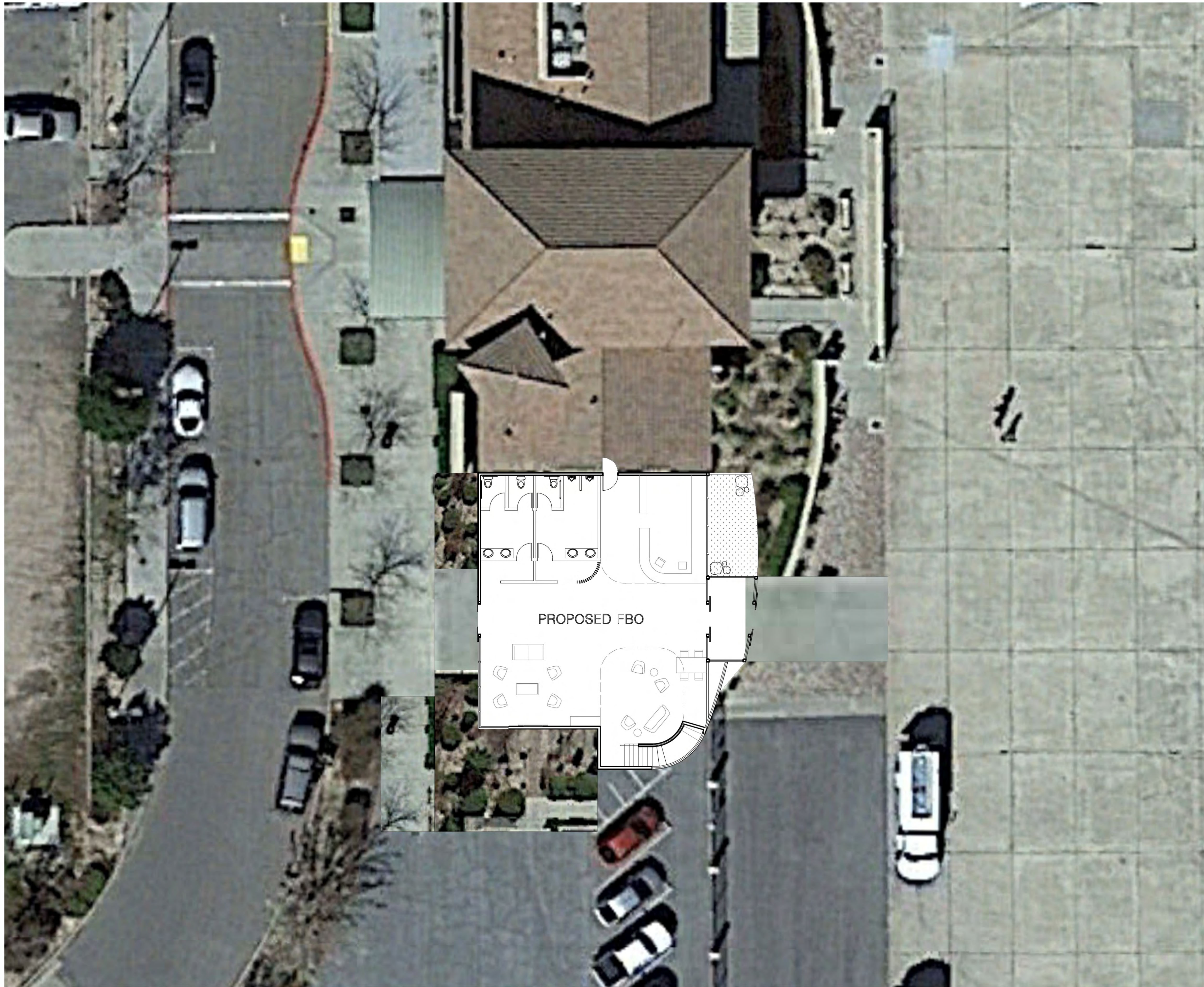


**SECOND FLOOR PLAN**

1/8" = 1'-0"

- 1. CONFERENCE ROOM
- 2. PILOT LOUNGE AREA
- 3. RESTROOM
- 4. I.T. ROOM
- 5. CHARGE STATION
- 6. MINI-LOUNGE AREA





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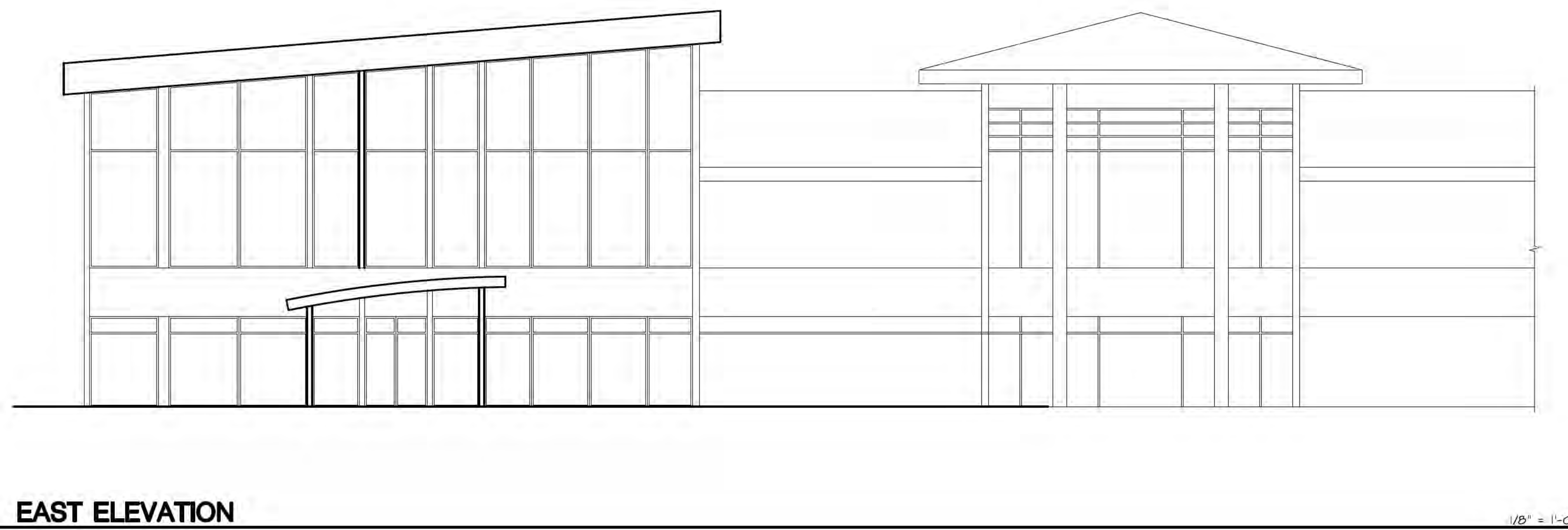
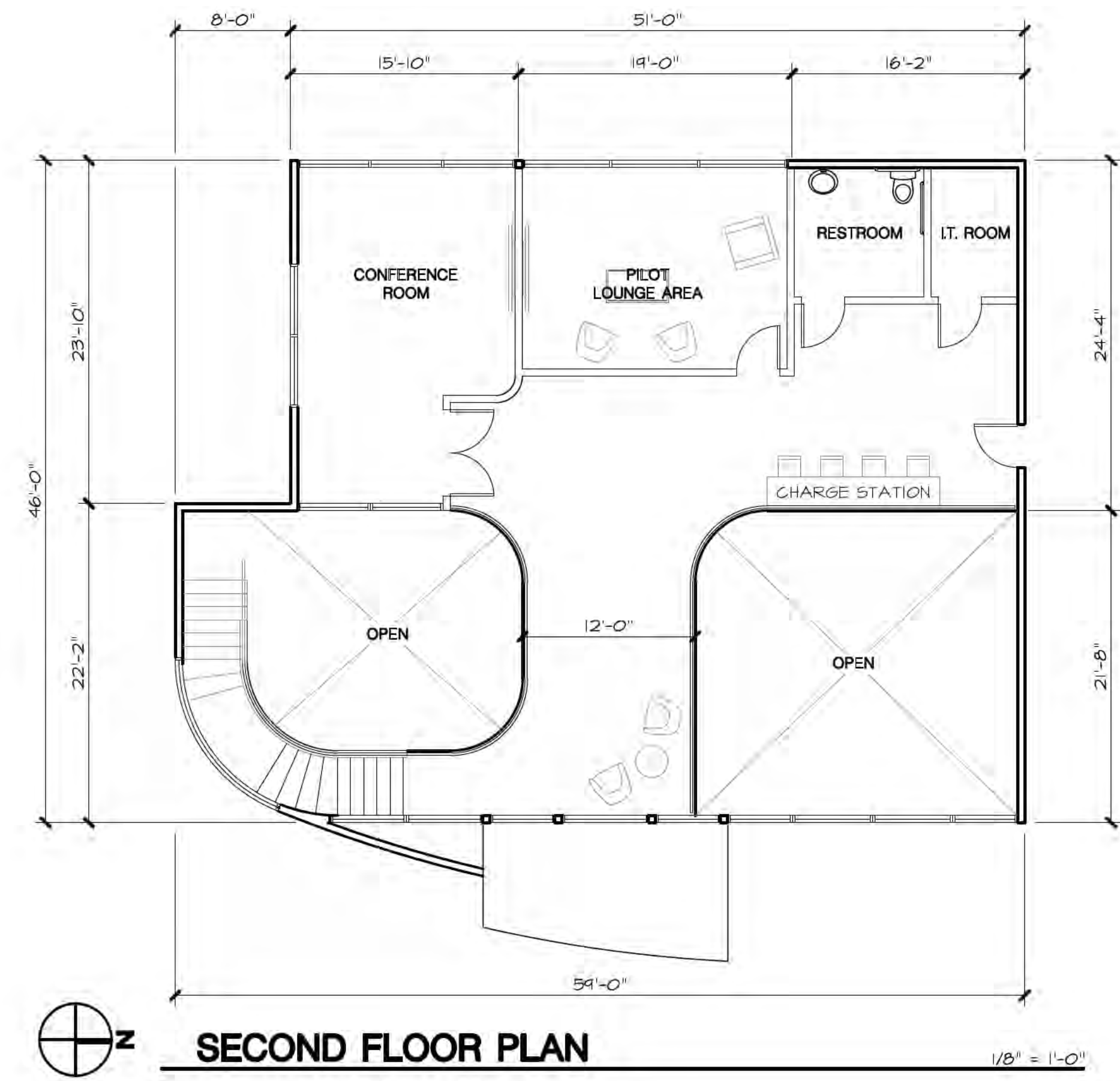
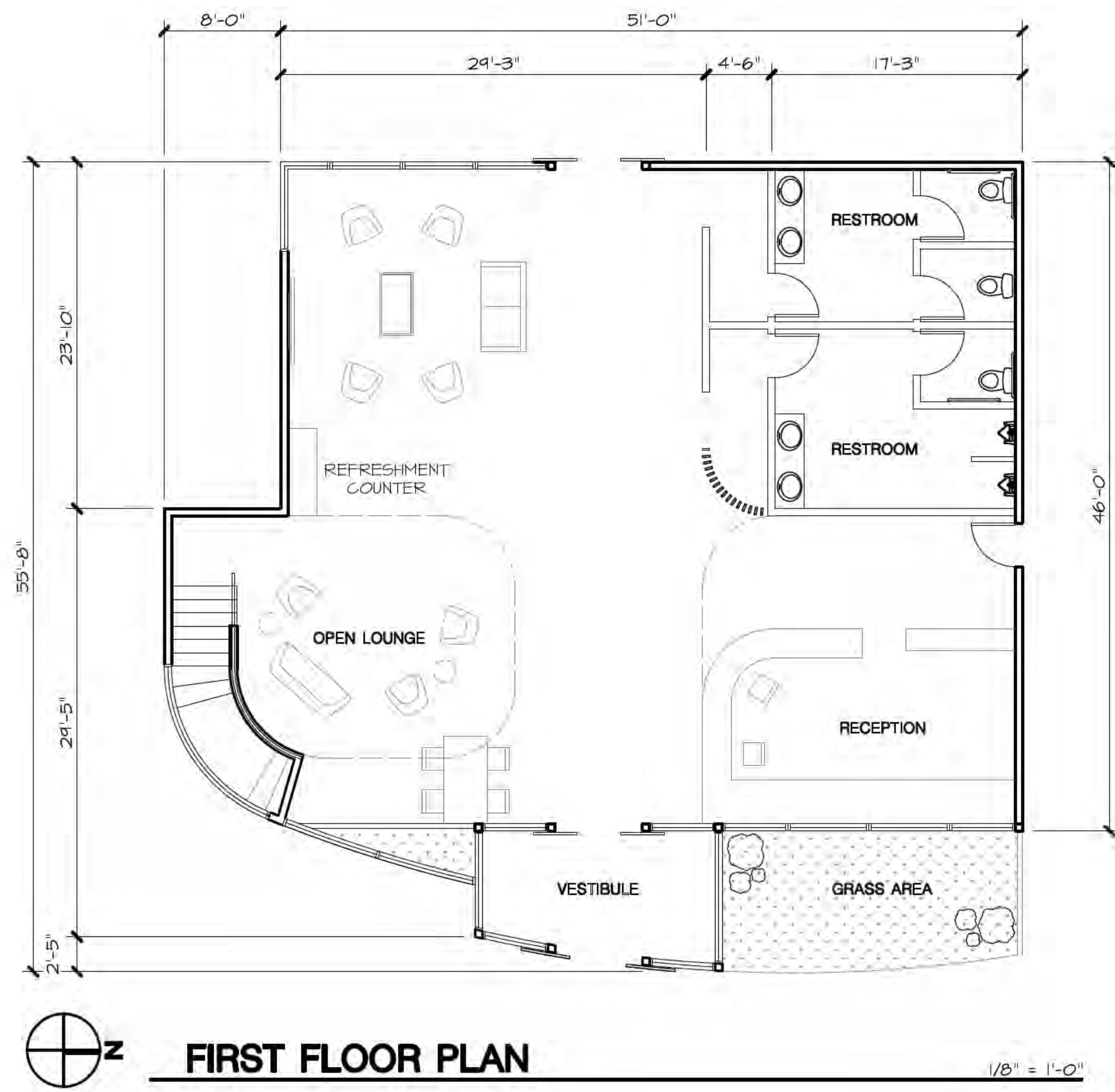


**PROPOSED FBO  
SITE PLAN**

1" = 10'

		<b>ENGEL &amp; COMPANY</b> <i>Engineers</i> 4009 UNION AVENUE BAKERSFIELD, CA 93305 www.engelengineers.com (661) 327-7025	DRAWN EM	<b>Site Plan - Proposed FBO</b> Design Proposal <b>Paso Robles Airport</b> 4912 Wing Way, Paso Robles, CA 93446 Loyds Aviation	SHEET NO. <b>A-1</b>
			DATE ----		OF 24518
			CHECKED JT		
DATE	ISSUED FOR		APPROVED .		





File: p:\loyds Aviation\24518 - Paso Robles Airport - Design\Drawings\24518A02.dwg Layout: 24518A02.sldt Scale: 1/8" = 1'-0" Date: 6/24/2023 8:55 PM

DATE	ISSUED FOR	<b>ENGEL &amp; COMPANY</b> Engineers 4009 UNION AVENUE BAKERSFIELD, CA 93305 www.engelengineers.com (661) 327-7025	DRAWN	<b>Floor Plans &amp; Elevations</b> Design Proposal <b>Paso Robles Airport</b> 4912 Wing Way, Paso Robles, CA 93446 Loyds Aviation	SHEET NO. <b>A-2</b> OF A-5 24518
			EM		
			DATE		
			CHECKED		
			APPROVED		





**(11) 60x60 HANGARS**  
**(8) T HANGARS**



**PROPOSED HANGAR  
 SITE PLAN**

1" = 40'

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		<b>ENGEL &amp; COMPANY</b> <i>Engineers</i> <b>4009 UNION AVENUE</b> <b>BAKERSFIELD, CA 93305</b>  <a href="http://www.engelengineers.com">www.engelengineers.com</a> (661) 327-7025	DRAWN EM	<b>Site Plan - Proposed Hangars</b> Design Proposal <b>Paso Robles Airport</b> 4912 Wing Way, Paso Robles, CA 93446 Loyds Aviation	SHEET NO. <b>A-0</b>
DATE	ISSUED FOR		CHECKED JT		APPROVED





US Department  
of Transportation  
Federal Aviation  
Administration

## Air Carrier Certificate

This certifies that

**Loyd's Aviation**  
**1601 Skyway Drive, Suite 100**  
**Bakersfield, CA 93308**

has met the requirements of the Federal Aviation Act of 1958, as amended, and the rules, regulations, and standards prescribed thereunder for the issuance of this certificate and is hereby authorized to operate as an air carrier and conduct common carriage operations in accordance with said Act and the rules, regulations, and standards prescribed thereunder and the terms, conditions, and limitations contained in the approved operations specifications.

This certificate is not transferable and, unless sooner surrendered, suspended, or revoked, shall continue in effect indefinitely.

By Direction of the Administrator

Sheryl Hammahs  
(Signature)

Manager, Fresno FSDO  
(Title)

Western Pacific  
(Region/Office)

Certificate number: LOYA165G

Effective Date: April 6, 2006

Reissued: March 16, 2009

Issued at: WP-17A

UNITED STATES OF AMERICA  
DEPARTMENT OF TRANSPORTATION  
FEDERAL AVIATION ADMINISTRATION

# Air Agency Certificate

*Number* 7LOR165C

*This certificate is issued to*

**LOYD'S AIRCRAFT MAINTENANCE, INC.**

*whose business address is*

**1601 Skyway Drive, Suite 100  
Bakersfield, California 93308**

*upon finding that its organization complies in all respects with the requirements of the Federal Aviation Regulations relating to the establishment of an Air Agency, and is empowered to operate an approved* **Repair Station**

*with the following ratings:*

**Limited Airframe**

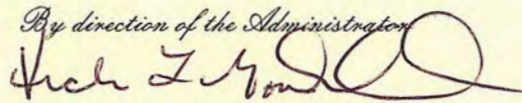
**Limited Instrument**

**Limited Radio**

*This certificate, unless canceled, suspended, or revoked, shall continue in effect* **indefinitely.**

*Date issued:*

**March 29, 2017**

*By direction of the Administrator*  


**Victor L Goodell, Manager  
Van Nuys FSDO, Western-Pacific Region**

**This Certificate is not Transferable, AND ANY MAJOR CHANGE IN THE BASIC FACILITIES, OR IN THE LOCATION THEREOF, SHALL BE IMMEDIATELY REPORTED TO THE APPROPRIATE REGIONAL OFFICE OF THE FEDERAL AVIATION ADMINISTRATION**

*Any alteration of this certificate is punishable by a fine of not exceeding \$1,000, or imprisonment not exceeding 3 years, or both*

UNITED STATES OF AMERICA DEPARTMENT OF TRANSPORTATION - FEDERAL AVIATION ADMINISTRATION <b>DEALER'S AIRCRAFT REGISTRATION CERTIFICATE</b>		
DATE OF ISSUE Jul 2, 2022	DATE OF EXPIRATION Jul 1, 2023	CERTIFICATE NO. D001297
I S S U E D  T O	LOYDS AVIATION INC PO BOX 80958 BAKERSFIELD CA 93380-0958	THIS CERTIFICATE IS VALID ONLY IN CONNECTION WITH USE OF THE AIRCRAFT UNDER SECTION 47.69 OF THE FEDERAL AVIATION REGULATIONS.  (See reverse side)
	The above manufacturer or dealer has complied with Sections 47.63 and 47.65 of the Federal Aviation Regulations. This aircraft is a registered civil aircraft of the United States under 49 USC 44103 when this certificate is carried in the aircraft and the aircraft (1) is owned by the above manufacturer or dealer, and (2) is operated for a purpose permitted in Section 47.69 of the Federal Aviation Regulations.	
		 U. S Department Of Transportation <b>Federal Aviation                      Administration</b>
<small>AC FORM 8050-6 (5-06)</small>		

CALIFORNIA DEPARTMENT OF TAX AND FEE ADMINISTRATION

## SELLER'S PERMIT

April 1, 2001

ACCOUNT NUMBER

097863446 - 10000

LOYD'S AVIATION INC  
1601 SKYWAY DR  
BAKERSFIELD CA 93308-1628



Office of Control :  
Bakersfield Branch Office

*NOTICE TO PERMITTEE:  
You are required to obey all  
Federal and State laws that  
regulate or control your  
business. This permit does  
not allow you to do  
otherwise.*

I HEREBY AUTHORIZE PURSUANT TO SALES AND USE TAX LAW TO ENGAGE IN THE BUSINESS OF SELLING AND BLENDING PERSONAL PROPERTY AT THE ABOVE LOCATION THIS PERMIT IS VALID ONLY AT THE ABOVE ADDRESS

THIS PERMIT IS VALID UNLESS REVOKED OR CANCELED AND IS NON-TRANSFERABLE IF YOU SELL YOUR BUSINESS OR DROP OUT OF A PARTNERSHIP NOTIFY US OR YOU COULD BE RESPONSIBLE FOR SALES AND USE TAXES OWED BY THE NEW OPERATOR OF THE BUSINESS

*Not valid at any other address*

**For general tax questions, please call our Customer Service Center at 1-800-400-7115 (CRS:711).**

**For information on your rights, contact the Taxpayers' Rights Advocate Office at 1-888-324-2798 or 1-916-324-2798.**

CD FA-442-R REV 18 (5-18)

### A MESSAGE TO OUR NEW PERMIT HOLDER

**As a seller, you have rights and responsibilities under the Sales and Use Tax Law. In order to assist you in your endeavor and to better understand the law, we offer the following sources of help:**

- Visiting our website at [www.cdtfa.ca.gov](http://www.cdtfa.ca.gov)
- Visiting an office
- Attending a Basic Sales and Use Tax Law class offered at one of our offices
- Sending your questions in writing to any one of our offices
- Calling our toll-free Customer Service Center at 1-800-400-7115 (CRS:711)

**As a seller, you have the right to issue resale certificates for merchandise that you intend to resell. You also have the responsibility of not misusing resale certificates. While the sales tax is imposed upon the retailer,**

- You have the right to seek reimbursement of the tax from your customer
- You are responsible for filing and paying your sales and use tax returns timely
- You have the right to be treated in a fair and equitable manner by the employees of the California Department of Tax and Fee Administration (CDTFA)
- You are responsible for following the regulations set forth by the CDTFA

As a seller, you are expected to maintain the manuals and records of a prudent businessperson. You are required to maintain these books and records for no less than four years, and make them available for inspection by a CDTFA representative when requested. You are also required to know and charge the correct sales or use tax rate, including any local and district taxes. The tax rate applicable to your sales or use may not necessarily correspond to the tax rate of your business address displayed on this permit. You are also expected to not buy, sell, lease, add, or discount your business, add or drop a partner, officer, or member, or when you are moving any or all of your business operations. If it becomes necessary to surrender this permit, you should only do so by mailing it to a CDTFA office, or giving it to a CDTFA representative.

If you would like to know more about your rights as a taxpayer, or if you are unable to resolve an issue with CDTFA, please contact the Taxpayers' Rights Advocate Office for help by calling toll-free, 1-888-324-2798 or 1-916-324-2798. The fax number is 1-916-323-3319.

**Please post this permit at the address for which it was issued and at a location visible to your customers.**

California Department of Tax and Fee Administration

Business Tax and Fee Division



Bakersfield Jet Center



## Safety Policy Statement

The mission of Loyd's Aviation is to maintain the highest level of safety and customer service in the aviation industry. With that in mind, we are committed to developing, implementing, maintaining, and constantly improving strategies and processes to ensure that all of our business activities meet that safety goal.

As the President of The Company, I am The Accountable Executive and committed to achieving the highest level of safety performance and mitigating our risks of operations to the lowest practical point that can be attained. All employees and management are also accountable to deliver the highest level of safety performance on a continuing basis.

Our Commitment to safety is to:

- Support the management of safety by providing appropriate resources, fostering a just culture including safety practices, and encouraging an effective safety reporting and communication system.
- Establish a safety culture throughout the company as a primary responsibility of all managers and employees.
- Clearly define, for all the team members, accountabilities and responsibilities for delivery of the organization's safety implementation and safety management system.
- Establish and operate a hazard identification and risk management process. This includes a hazard reporting system and mitigation process to assist in reducing our operating risks to the lowest level as reasonably practicable.
- Ensure that no action will be taken against any team member who discloses hazards, safety concerns, or other safety issues while utilizing the hazard reporting system. If an investigation discloses a willful disregard of safety policy, illegal act, gross negligence, and/or neglect of regulations or procedures, appropriate human resource policies will be followed.
- Comply with and, wherever possible, exceed legislative and regulatory requirements and standards.
- Ensure that sufficient skilled human resources are available to implement safety strategies and processes.
- Ensure that all staff are provided adequate and appropriate safety information and training; are competent in safety matters; and are allocated only tasks commensurate with their skills.
- Establish and measure our safety performance against realistic safety performance indicators and safety performance targets.
- Continually improve our safety performance through management processes that insure relevant safety action is taken and is effective.
- Ensure externally-supplied systems, and services utilized to support our operations, are delivered to meet our safety performance standards.
- This policy will be reviewed annually along with our SMS and all our Company Policies and Procedures.



Ryan Crowl, President & Accountable Executive 1-17-2023





# Exhibit H

# Attachment 2 GBOLIARIS

## CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

6/6/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> Aviation Marine Insurance Services Inc. 4000 Bridgeway, Suite 101 Sausalito, CA 94965	<b>CONTACT NAME</b> PHONE (A/C, No, Ext) (510) 530-4415	FAX (A/C, No) (888) 945-1230
	<b>E-MAIL ADDRESS</b>	
<b>INSURER(S) AFFORDING COVERAGE</b>		<b>NAIC #</b>
<b>INSURED</b> Loyd's Aviation, Inc. Ryan Crowl P.O. Box 80958 Bakersfield, CA 93380	<b>INSURER A QBE Insurance Group, LTD</b>	
	<b>INSURER B</b>	
	<b>INSURER C</b>	
	<b>INSURER D</b>	
	<b>INSURER E</b>	
	<b>INSURER F</b>	

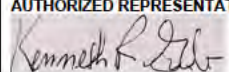
**COVERAGES****CERTIFICATE NUMBER:****REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	<b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GENL AGGREGATE L MIT APPL ES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			100000836	12/1/2022	12/1/2023	EACH OCCURRENCE	\$ 10,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 250,000
							MED EXP (Any one person)	\$ 25,000
							PERSONAL & ADV INJURY	\$ 5,000,000
							GENERAL AGGREGATE	\$
							PRODUCTS - COMP/OP AGG	\$ 10,000,000
							<b>Hangar Keepers</b>	\$ 10,000,000
	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident)	\$
							BODILY INJURY (Per person)	\$
							BODILY INJURY (Per accident)	\$
							PROPERTY DAMAGE (Per accident)	\$
								\$
	<b>UMBRELLA LIAB</b> <input type="checkbox"/> OCCUR <b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE	\$
							AGGREGATE	\$
								\$
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y / N If yes, describe under DESCR PTION OF OPERATIONS below		N / A				PER STATUTE	OTH-ER
							E.L. EACH ACC DENT	\$
							E.L. DISEASE - EA EMPLOYEE	\$
							E.L. DISEASE - POLICY LIMIT	\$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)  
 Trasportation of fuel including sudden and immediate spills.  
 Holder is additionally Insured

**CERTIFICATE HOLDER****CANCELLATION**

Paso Robles Municipal Airport 4912 Wing Way Paso Robles, CA 93446	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE 



CITY OF EL PASO DE ROBLES  
"The Pass of the Oaks"

RFP ADDENDUM NO. 1


Fixed Base Operation  
Paso Robles Municipal Airport

RFP ADDENDUM ISSUE DATE: May 12, 2023

RFP DUE DATE: June 29, 2023 at 5:00 PM

**NOTE: IT IS NECESSARY TO INCLUDE A SIGNED RFP ADDENDUM WITH YOUR RFP PROPOSAL IN ORDER FOR THE PROPOSAL TO BE DEEMED RESPONSIVE. IN THE EVENT OF MULTIPLE ADDENDA, ALL ARE REQUIRED TO BE SIGNED AND SUBMITTED.**

I acknowledge receipt of this RFP Addendum, which consists of these 3 pages with additional information and clarification. I further acknowledge that the RFP Proposal submitted for this project incorporates the information contained in this RFP Addendum.

Company Name: Loyd's Aviation  
Signature:   
Title: President  
Date: June 27, 2023

1. Section 2.2 (Description of the Airport/FBO Property and Facilities/Aircraft Parking and Storage) does not include the Terminal Ramp. Why is that the case? What is the City's expectation of the FBO when it comes to use and management of the Terminal Ramp?

A: The terminal ramp was inadvertently omitted from Section 2.2. It is depicted on page 24 of the document. For the terminal ramp, and other public ramps not under agreement with the FBO it is expected that the FBO help manage day to day parking and general directing of aircraft to parking as needed and in conjunction with Airport staff.

2. Section 2.2 (The Proposal should indicate whether and, if so how, the current subtenants would be accommodated, expanded, or transitioned.) Please provide a list of all current agreements the city has on all of the proposed properties with associated rates and terms, including the seasonal agreement for the Skycrane Helicopter.



CITY OF EL PASO DE ROBLES  
"The Pass of the Oaks"

RFP ADDENDUM NO. 2  
FINAL ADDENDUM

Fixed Base Operation  
Paso Robles Municipal Airport


RFP ADDENDUM ISSUE DATE: May 25, 2023

RFP DUE DATE: June 29, 2023 at 5:00 PM

**NOTE: IT IS NECESSARY TO INCLUDE A SIGNED RFP ADDENDUM WITH YOUR RFP PROPOSAL IN ORDER FOR THE PROPOSAL TO BE DEEMED RESPONSIVE. IN THE EVENT OF MULTIPLE ADDENDA, ALL ARE REQUIRED TO BE SIGNED AND SUBMITTED.**

---

I acknowledge receipt of this RFP Addendum, which consists of these **3** pages with additional information and clarification. I further acknowledge that the RFP Proposal submitted for this project incorporates the information contained in this RFP Addendum.

Company Name: Loyd's Aviation  
Signature:   
Title: President  
Date: June 27, 2023

- 
1. Are all the areas shown in blue part of the FBO facilities to be leased to other successful proposer? (photo 1 at end of document)
    - a. No, all the areas in the attached photo are not expressly part of the facility to be leased by the successful proposer. See the first 5 items of bold lettering under section 2.2 on page 2 for description of potential FBO facilities to be leased.
  2. Does the City currently have any month to month, quarterly, or annual agreements with any user, other than the current FBO, on any of the proposed FBO lease hold areas depicted in the RFP? If so, what rates are these users paying to utilize space?
    - a. No. Unless otherwise negotiated, rates are based off the current fee schedule adopted by City Council.



Exhibit J



CITY OF EL PASO DE ROBLES  
"The Pass of the Oaks"

*Airport Operating Permit*

ISSUED TO:

Loyd's Aviation

Business Name

1601 Skyway Dr., Suite 100

Bakersfield, CA 93308

Address

Pursuant to the requirements and provisions of Section 8.0 and 10.00 of the adopted Rules & Regulations of Paso Robles Municipal Airport, dated June, 6, 2017, the above listed entity is hereby authorized to provide aeronautical services and conduct business on the Airport in accordance with the following conditions, limitations and restrictions.

APPROVED BUSINESS ACTIVITY: Aircraft Rental, Flight Instruction, Related Services

1. The holder of this permit shall secure and maintain in full force, a current City Business License, authorized and issued by the City of Paso Robles.
2. Holder shall maintain insurance, to adequately protect the exposures created by said operations to the following minimum limits:
 

Airport Liability Insurance	\$ 1,000,000
Aircraft Liability Insurance	\$ 1,000,000/per aircraft
3. Holder shall comply with all applicable Airport Rules & Regulations.
4. Holder shall comply with all requirements of a Full Service FBO, as defined in Airport Minimum Standards for Aeronautical Activities.
5. Holder is entitled to park operating aircraft within the confines of the public parking area so long as they are parked and secured in accordance with adopted Airport Regulations.
6. Monthly Airport Operating Permit Fee calculation based on amounts agreed upon in attached FBO Lease.

Failure to conform or comply with the terms and conditions of this permit shall result in the immediate termination of all privileges and authorizations allowed herein.

Issued this date: \_\_\_\_\_

By: \_\_\_\_\_