CITY OF JOPLIN, MISSOURI

BID PACKAGE

#JLN2026-02

for

Air Service Consulting Services

JOPLIN PUBLIC WORKS DEPARTMENT – Airport Division
602 S. MAIN STREET
JOPLIN, MO 64801

NOTICE TO BIDDERS

The City of Joplin, Missouri will accept sealed bid proposals until March 17, 2026 at 11:00AM at the Joplin Public Works Department – Airport Division located at 602 S. Main Street, Joplin, Missouri, 64801 to PURCHASE the following:

Air Service Consulting Services

Specifications and bid forms are available from **Allison Zahner**, Joplin Regional Airport Manager, by calling 417-623-0262 ext. 1840 or by writing to azahner@joplinmo.org or at the address indicated above.

Sealed bids must be received by the Director of Public Works or his Designee before 11:00AM, prevailing local time on March 17, 2026, at which time all bids will be publicly opened and read aloud by the Director of Public Works or his Designee at the Joplin City Hall, 602 S Main Street, Joplin MO 64801 in the 4th floor conference room. Any bids received after the specified deadline will be returned to the vendor.

The City reserves the right to evaluate all bids, to reject any or all bids and re-bid at a later date. The City may waive any irregularities in the bid or negotiate variances from specifications, and make awards that are in the best interests of the City. The City will have final decision in all matters regarding acceptance of bids and issuance of awards.

The City encourages minority and female owned businesses to submit bids on all City purchases.

Leslie Haase, CPA
Finance Director

*Publication Date: February 28, **2026***

INSTRUCTIONS TO BIDDERS

The City of Joplin, Missouri proposes to PURCHASE the following:

Air Service Consulting Services

General Description and Specifications

The City is soliciting proposals from qualified firms to provide professional air service consulting services, including support for air service development, Essential Air Service (EAS) programs, and airline recruitment.

The selected consultant will assist the Airport in analyzing market trends and demand, developing airline business cases, engaging with airline planners and stakeholders, and supporting community and governmental coordination related to commercial air service.

The consultant shall provide professional air service consulting services as directed by the Airport. Services may include, but are not limited to, the following:

1. Business Case Development
2. Airline Recruitment and Engagement
3. Stakeholder Conference Calls and Coordination
4. Airline Planner Meetings
5. Community Engagement
6. Catchment leakage study

Contract Term
The anticipated contract term is one (1) year from the date of execution, with two (2) optional one-year renewals at the discretion of the City, subject to final contract negotiations.

Compensation Structure
Proposers shall submit pricing following the format outlined in the Bid Proposal Response Form. Pricing should be transparent and inclusive of all costs associated with performing the services described in this RFP.

MARK BID ENVELOPES: "BID #JLN2026-02 Air Service Consulting Services, Due Tuesday March 17, 2026, at 11:00am"

Questions concerning the specifications and bidding procedures should be directed to Allison Zahner, Joplin Public Works Department – Airport Division by email at azahner@joplinmo.org, by mail at 602 S. Main Street, Joplin, MO, 64801 or by phone at 417-623-0262 ext. 1840.

CITY OF JOPLIN, MISSOURI
BID PROPOSAL RESPONSE FORM
AIR SERVICE CONSULTING SERVICES

BID#JLN2026-02
COMPANY NAME: _____

ADDRESS: _____

DATE: _____

I. Base services
    a. Proposed fee structure
    b. Total proposed cost for base services: $_____
II. Add On/Optional Services
    a. Catchment leakage Study – Proposed cost: $_____
III. Additional/On-call Services
    a. Submit proposed costs for any services outside the base scope. Indicate hourly rate(s), rate range, or other unit of billing your firm uses. $_____

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Mail or Deliver Bids to:

Joplin Public Works Department
ATTN: Airport
602 S MAIN STREET
JOPLIN, MO. 64801

Unauthorized Aliens Workers Act

The successful bidder will have to sign an agreement that they are enrolled and participating a Federal Work Authorization Program ("FWAP") that ensures that all of its employees or agents or subcontractors have the legal right to work in the United States, as defined in 8 U.S.C. 1324a(h)(3) and RSMo § 285.525-285.555, and that it will maintain this compliance for the entire duration of its contract with the City of Joplin, and will provide an Affidavit of Compliance to the City stating the same.

AFFIDAVIT OF COMPLIANCE
(Missouri Unauthorized Alien Workers Act)

My name is _____ (name) _____ and I am the _____ (Title) _____ of _____ (Company Name) _____. I hereby represent, affirm and certify to the City of Joplin that my company does not knowingly employ any person who is an unauthorized alien in connection with contracted services with the City. I further affirm that my company is actively enrolled and participating in a federal work authorization program with respect to all employees working in connection with the contract services provided to the City.

_____

Affiant