

ITB # 02212024 – ISU AIR CHARTER SERVICE 2024

ATTACHMENT 2 – SPECIFICATIONS / REQUIREMENTS

INSTRUCTIONS – Check **Yes** or **No** for each requirement (there are 25 requirements) indicating whether or not you can, and will, meet each requirement. If No is checked on any requirement and an explanation is not given or not acceptable to the University, your bid may be found non-responsive, after which it will receive no further consideration. Except for your answers, provided below each requirement, do not make any other modifications to this form or submit your responses on any other form. Doing so may cause your bid to be found non-responsive.

REQUIREMENT

1. The Contractor is responsible to maintain and supply all equipment, aircraft, engine reserve, fuel, and other supplies required for the services to be performed under the Contract. If the plane is not available and ready for take-off within the contracted time frame, the Contractor will be responsible to feed and host the traveling party until such flight is ready, in addition to Contractor's other obligations as set forth in this ITB.

YES _____ **NO** _____

EXPLANATION

2. Aircraft must meet or exceed all Federal Aviation Regulations (FAR), Standards and Requirements for Safe Air Transportation Services.

YES _____ **NO** _____

EXPLANATION

3. Aircraft shall be all weather capable.

YES _____ **NO** _____

EXPLANATION

4. The Contractor/Carrier shall be capable of flying in all climate conditions and under instrument flight rules when necessary.

YES _____ NO _____

EXPLANATION

5. All flights shall have one pilot in command and one co-pilot.

YES _____ NO _____

EXPLANATION

6. The pilot and co-pilot must each be fully capable to operate the plane, and must be fully licensed to operate in the pilot and co-pilot capacity, respectively. Both the pilot and co-pilot shall have sufficient flight hours necessary to pilot the aircraft per the schedule on **Attachment 1 (A-D)**. The Contractor/Carrier shall meet all applicable requirements concerning FAR Part 121 and shall be FAR Part 121 certified for any and all flights.

YES _____ NO _____

EXPLANATION

7. The Contractor shall furnish a copy of its FAR Part 121 certificate to the University's Purchasing Department before contract(s) will be finalized. Failure to provide the required certificate within 5 days of notice of award may result in a finding that your bid is non-responsive.

YES _____ NO _____

EXPLANATION

8. In addition to the foregoing, the Contractor shall ensure compliance with all Federal, State, and local laws, rules, and regulations pertaining to the ownership and operation of the aircraft, including but not limited to compliance with all applicable regulations promulgated by the Federal Aviation Administration and/or the US Department of Transportation and the ITD.

YES _____ NO _____

EXPLANATION

9. ISU will accept bids from carriers or brokers. Brokers will identify carriers in their bid materials, and provide contracts and other documentation sufficient to show that the carrier will comply with all terms, conditions and requirements of this ITB.

YES _____ NO _____

EXPLANATION

10. Contractor shall have sole and absolute responsibility for furnishing qualified crews and flight attendants for each flight.

YES _____ NO _____

EXPLANATION

11. Contractor shall have sole and absolute responsibility for maintenance of the aircraft in accordance with all applicable regulations for all pre-flight, flight, and post-flight operations, including but not limited to the performance of every act, duty, and responsibility required by law or regulation of any regulatory authority having jurisdiction over the operation of each flight and the aircraft.

YES _____ NO _____

EXPLANATION

12. Contractor shall have sole and absolute responsibility for aircraft security while the aircraft is on the ground.

YES _____ NO _____

EXPLANATION

13. Contractor shall have sole and absolute responsibility for pre-flight check-in procedures for both passengers and baggage; and air terminal security as may be required by law.

YES _____ NO _____
EXPLANATION

14. Contractor shall have sole and absolute responsibility for ingress and egress of the passengers to and from the aircraft.

YES _____ NO _____
EXPLANATION

15. The air carrier will carry an insurance policy with minimum liability (Bodily Injury & Property Damage) limits set forth in the Insurance Requirements of this ITB, and the University and the State of Idaho will be named as an additional insured on the Contractor's Aircraft liability policy. The Certificate of Insurance will be furnished to the University's Purchasing Department before contracts will be finalized.

YES _____ NO _____
EXPLANATION

16. Will any sub-contractors be used? If yes, provide name of sub-contractor company and names and contact numbers for sub-contractors.

YES _____ NO _____
EXPLANATION

17. Saturday game dates are finalized, however, the kickoff times are not finalized. The potential for kick-off time changes exists and any such changes will be communicated to the Contractor as soon as possible. The arrival time for each Friday's travel is the most critical requirement, and Contractor is expected to accommodate the University in order to meet this requirement.

YES _____ NO _____

EXPLANATION

18. Passenger jet aircraft must be able to seat a travel party of a minimum of 183 passengers. Average weight of passengers: 64 players @ 240 lbs. each; other passengers: 185 lbs. each, plus carry-on baggage.

YES _____ NO _____

EXPLANATION

19. Aircraft must be capable of carrying equipment weight for all flights of approximately 6000 lbs. This does not include player/passenger carry-on bags.

YES _____ NO _____

EXPLANATION

20. Arrival times at the competition sites are noted on **Attachment 1 (A-D), Flight Bid Schedules**. Please check yes or no indicating whether or not you can meet the departure time on each flight **Bid Schedule**. If you can't meet the exact departure time, provide an explanation and an alternate time that will still allow for on time arrival to destinations.

YES _____ NO _____

EXPLANATION

21. Only passengers approved by ISU Athletic Department will be on any flight chartered by ISU. ISU reserves the right to add additional passengers within capacity limits.

YES _____ NO _____
EXPLANATION

22. Each game will be approximately three and one half (3.5) hours to four (4) hours long. Ideally, the team will depart from the stadium approximately one (1) hour after completion of the game and will go directly to the airport for departure. The aircraft should be available to load passengers four and one half (4.5) hours after game start time.

YES _____ NO _____
EXPLANATION

23. Carrier shall provide non-alcoholic, non-carbonated beverages and water on each flight.

YES _____ NO _____
EXPLANATION

24. The contractor will advise the University, in writing, of all laws, rules, and regulations with which the University must comply in performing this contract, including but not limited to all laws, rules, and regulations pertaining to the chartering of aircraft, sufficiently in advance of the time for compliance by the University that the University may meet its compliance obligations. The Contractor will consult with and reasonably assist the University in complying with such laws, rules, and regulations.

YES _____ NO _____
EXPLANATION

25. BOYCOTT OF ISRAEL CERTIFICATION

INSTRUCTIONS: The following certification is required under Idaho State Law for public contracts if payments under the agreement exceed \$100,000 and the vendor employs ten (10) or more employees.

CERTIFICATION CONCERNING BOYCOTT OF ISRAEL: Pursuant to Idaho Code section 67-2346 (effective July 1, 2021), if payments under the Agreement exceed one hundred thousand dollars (\$100,000) and VENDOR employs ten (10) or more persons, VENDOR certifies that it is not currently engaged in, and will not for the duration of the Agreement engage in a boycott of goods or services from Israel or territories under its control. The terms in this section defined in Idaho Code section 67-2346 shall have the meaning defined therein.

Yes, we certify to the above.

No, we do not certify.

Vendor Name: _____

Vendor Title: _____