



STRATEGIC PLANNING CONSULTANT SERVICES, RFQ #26-49-9999-009

MANDATORY INFORMATIONAL MEETING

Thursday, June 04, 2026 @ SIA Event Center and Zoom

Minutes:

Information Meeting started exactly at 12:00 PM and concluded at 12:25 PM.

1. See the Power Point presentation for details.

PM – Ryan Sheehan

- General outline.
- Potential for some deliverables to be advanced, earlier deliverables will be specifically around organization structure.

Q&A – We encourage submission of email even if answered today.

Q. Time frame for RFQ. Time of engagement for the firm. Time frame for various stages.

A. Recommendation will go to Airport Board as soon as possible. If no single firm is selected through SOQ reviews interviews may be required. If interviews are needed, it may be presented to the Board in August. Deliverables will be determined during negotiation of scope and fee. A 12-to-18-month timeline is anticipated. We also have an RFQ for a Master Plan going out next month.

Q. Consulting roster; are we leveraging any of those firms.

A. No, the consulting roster will not be utilized to select firms.

Question received post-meeting via email:

Q. What is the Board's anticipated timeline and budget for this project?

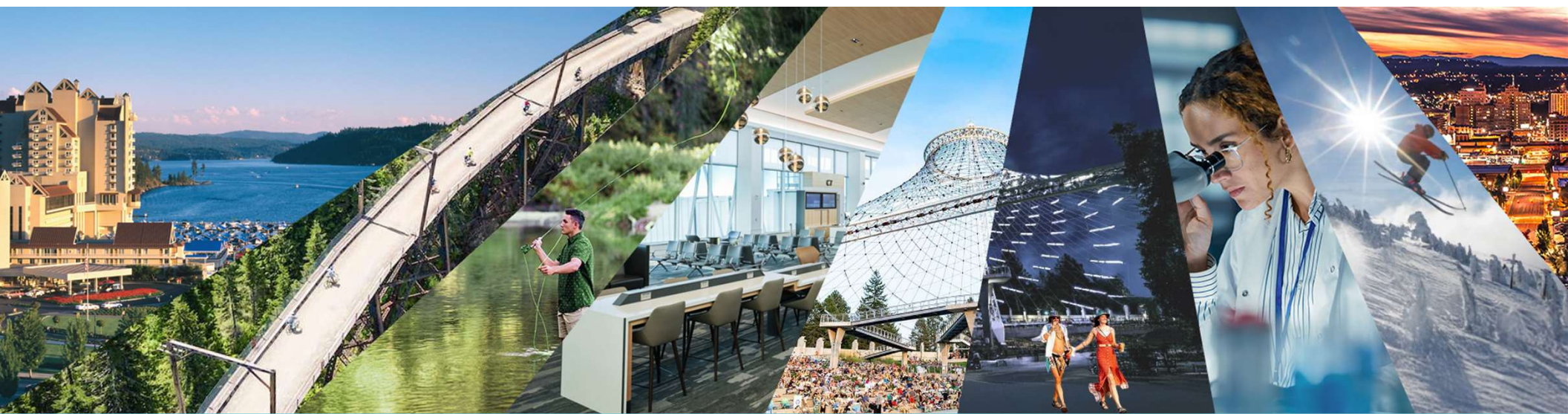
A. The Board anticipates the planning effort to take 12 – 18 months, with milestone dates for specific deliverables to be established during the scope and fee negotiations with the successful proposer. The budget will be determined during the scope and fee negotiations with the successful proposer.



# Spokane International Airport

#26-49-9999-009 Strategic Planning Consultant Services  
Mandatory Informational Meeting Attendance  
Thursday, June 4, 2026 at 12:00 PM

| Name                 | Company                                    | Email                                   |
|----------------------|--------------------------------------------|-----------------------------------------|
| Ryan Sheehan         | SIA                                        | rsheehan@spokaneairports.net            |
| David Haring         | SIA                                        | dharing@spokaneairports.net             |
| Rob Schultz          | SIA                                        | rshultz@spokaneairports.net             |
| Lisa Corcoran        | SIA                                        | lcorcoran@spokaneairports.net           |
| Michelle Plunkitt    | SIA                                        | mplunkitt@spokaneairports.net           |
| Margaret Merin       | SIA                                        | mmerin@spokaneairports.net              |
| Abhijit Bathe        | Abhijit Bathe, PE   Principal - Geometrics | Abhijit@GeometricsEng.com               |
| Abhijit Joshi        |                                            |                                         |
| R Batty              | Steer Group                                | Richard.Batty@steergroup.com            |
| Paul Clark           | Paul Clark VP, InterVISTAS Consulting      | paul.clark@intervistas.com              |
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| Heather Morhart      | InterVISTAS Consulting                     | heather.morhart@intervistas.com         |
| Krishna Murthy       |                                            |                                         |
| Owais's iPhone       |                                            |                                         |
| Carlos Ozores        | PA Consulting                              | carlos.ozores@paconsulting.com          |
| Akaash Padmanabha    | Boston Consulting Group                    | padmanabha.akaash@bcg.com               |
| Vishal Patel         |                                            |                                         |
| Jacqueline Robinette | MIG                                        | jrobinette@migcom.com                   |
| Suhrita Sen          | Infrastructure Advisors LLC                | Suhrita.sen@infrastructure-advisors.com |
| McKinzie Tatum       | Heartland LLC                              | mtatum@htland.com                       |
| Josh Van Wie         | Osborn Consulting                          | joshv@osbornconsulting.com              |



# STRATEGIC PLANNING CONSULTANT SERVICES RFQ#26-49-9999-009

RFQ Informational Meeting

June 4, 2026

# Spokane Airports at a Glance

- Introductions of Airport Staff
- Information and Background on Spokane Airports

**Spokane International Airport**



**Felts Field (SFF)**



**Airport Business Park**

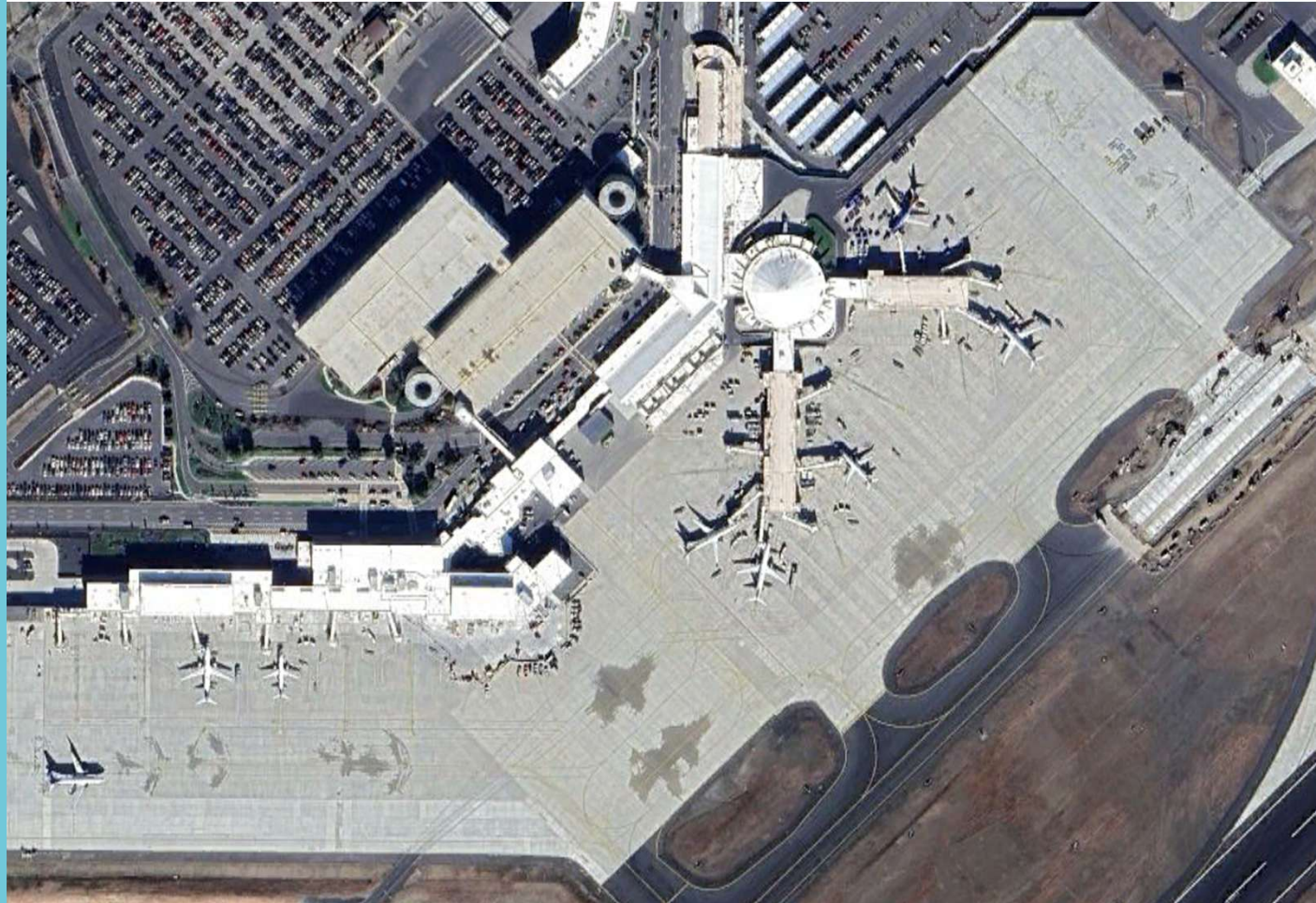


**Rail-Truck Transload Center**



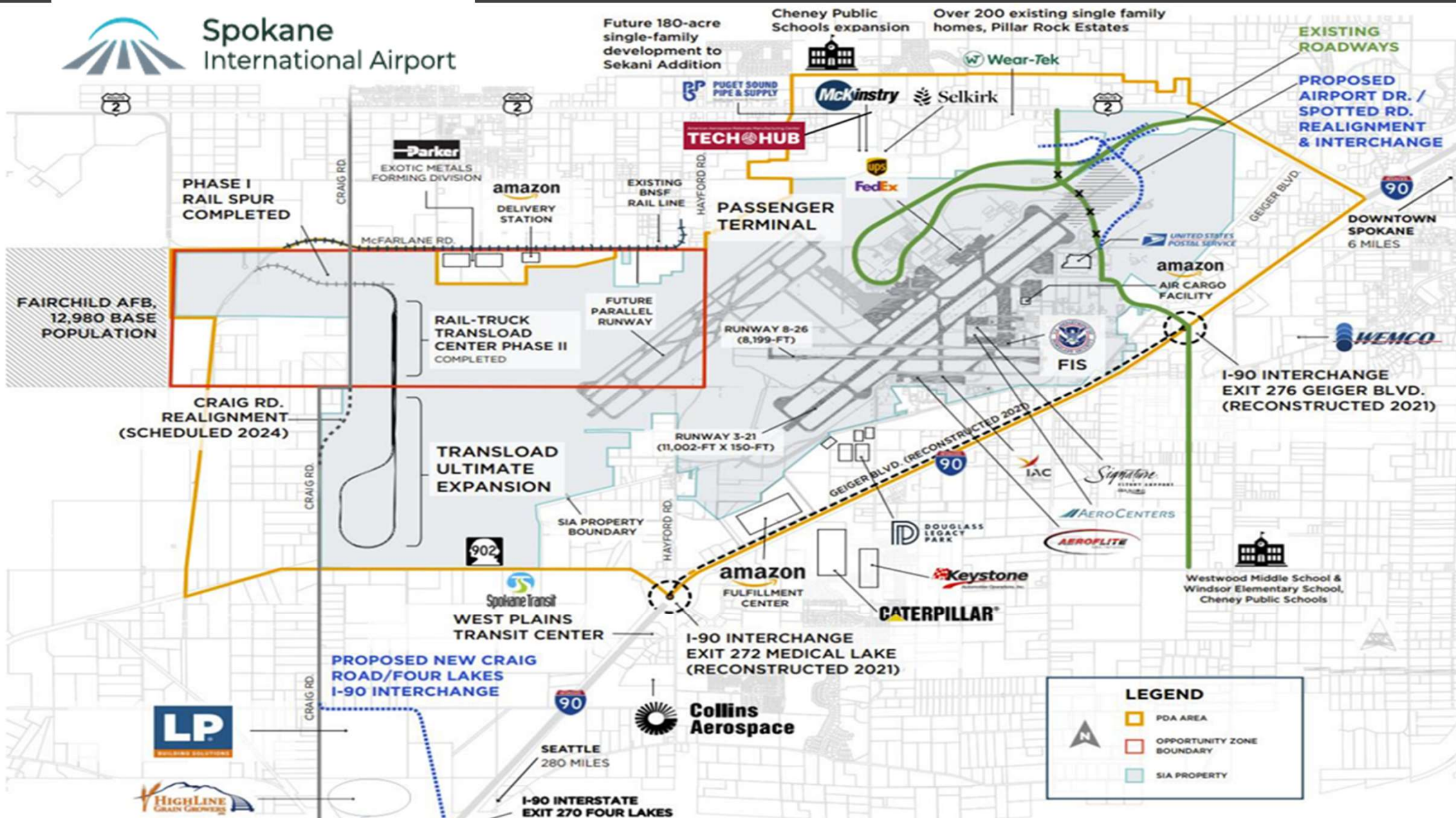
## Spokane International Airport (GEG)

- Small-Hub Commercial Service Airport
- Second-largest airport in Washington State
- Approximately 6,000 acres
- 20 active gates with boarding bridges
- 3 on-property hotels
- Ground Transportation Center and CONRAC
- Parking facilities: 2,476 garage spaces, 7,000+ surface parking spaces





# Spokane International Airport



## Felts Field (SFF)

- FAA-designated Reliever Airport
- Approximately 400 acres
- Runway 4L/22R: 4,499 x 140 ft
- Runway 4R/22L: 2,650 x 75 ft
- Water landing area
- Over 200 based aircraft
- Federal Contract Tower



# Spokane International Airport Business Park

- 540-acre park adjacent to Spokane International Airport
- 19 buildings
- 8 tenants
- Houses USPS Regional Processing & Distribution Center, Amazon Prime Air Facility, office buildings and manufacturing and recycling facilities



# Rail-Truck Transload Center

- Operational in Fall 2024
- Connects directly to the BNSF Rail Line
- Facility Highlights:
  - 1.7 miles of new track alignment
  - Two loading tracks with 2,000 ft. clear length
  - One running track
  - Five turnouts
  - 182,650 sq. ft. concrete circulation area for freight truck movement
- Future phase will add second transload facility and arrival/departures track and ability to accommodate full unit trains



## Informational Items:

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- Introductions
- Disclaimer: Q&A is not binding until issued in written addendum
- SOQs will be received by the Spokane Airport Board until  
**2:00 p.m. (PDT), June 16, 2026 (PDT)**
- Follow submittal requirements and format as identified in RFQ.
- Firms are advised to familiarize themselves with the Airport's PSA and be prepared to accept without modification to the terms and conditions. The selected consultant will be expected to execute the Airport's PSA.
- Direct all questions to [rsheehan@spokaneairports.net](mailto:rsheehan@spokaneairports.net)

# Scope of Work

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1. PROJECT OBJECTIVES:
2. GENERAL SCOPE OF SERVICES:
  - a. Task 1 - Project Initiation and Governance
  - b. Task 2 – Organizational Purpose and Values
  - c. Task 3 – Systemwide Assessment and Strategic Context
3. ENTITY-SPECIFIC TASKS AND DELIVERABLES:
  - a. Spokane International Airport (GEG)
  - b. Felts Field Airport (SFF)
  - c. Spokane International Airport Business Park
  - d. Spokane International Airport Rail-Truck Transload
4. STRATEGIC FRAMEWORK:
  - a. Task 4 – Strategic Goals and Initiatives
  - b. Task 5 – Implementation and Action Plan
5. FINAL DELIVERABLES:
6. COORDINATION AND REVIEW:

## SOQ Format and Submittal:

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- One electronic copy emailed to [rsheehan@spokaneairports.net](mailto:rsheehan@spokaneairports.net)
  - Page limit is 15 pages, not including the Transmittal Letter and Table of Contents
  - Maximum file size of the SOQ is 10MB.
- All questions from this point forward must be in writing or email.
- Request for clarifications must be received via email at least five working days prior to the submittal deadline - Tuesday, June 9, 2026. Responses will be provided no later than - Thursday, June 11, 2026, via an addendum.
- Statement of Qualifications:
  - Project Organization and Staff Experience
  - Specific Relevant Projects
  - Project Understanding and Approach
  - Three (3) References

## Q&A... So Far:

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- Questions?



## Contact Information

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**Ryan H. Sheehan, A.A.E.**

Chief Operation Officer

Spokane Airports

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