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Jane McDermott

From: @yorkaviation.co.uk
Sent: 03 November 2011 16:59
To: Major site
Cc:
Subject: RE: Filton Airfield - Aviation Options Report Consultant Review
Attachments: York-Aviation-Experience.doc; Mini CVs.doc

Major site / York Aviation

Dear

We are responding to your email today as we are keen to ensure that the maximum time is available to achieve what you need by the stated deadlines, which are obviously quite short in this case.

Our understanding is that you need to test the accuracy of the assumptions in the reports you have commissioned and also the views of the 'Save Filton Airfield Campaign Group'. York Aviation has considerable experience in the market assessment of airports and also in the area of Business and General Aviation, which of course is relevant in this case. We have also undertaken work in the aerospace sector and in the area of Maintenance, Repair & Overhaul (MRO). We believe therefore that we are well qualified to undertake this work for you and that subject to our being appointed as early as possible next week, that we can achieve the deadlines set out in your email. I am attaching a statement of our full experience, but I have also set out below a few examples of our work that may be of particular relevance:

York aviation
Farnborough Airport (2007/8) - provision of advice in relation to the need for an increase in weekend business aviation movements at Farnborough Airport (appeared as an expert witness for TAG Farnborough at the Planning Appeal Public Inquiry, which was successful).

Invest Thames Gateway (2011) - proposition research into the aerospace and MRO sectors in the Thames Gateway area.

Lydd Airport (2010/11) - preparation of advice in relation to traffic forecasts and planning applications;

SEEDA (2010) - assessment of the aviation potential of Lee-on-Solent (Daedalus) airfield.

States of Guernsey (2009 to 2011) - economic-based assessment of development options at Guernsey Airport.

Tewkesbury Borough Council (2007) - advice in relation to various planning applications submitted by Gloucester Airport in terms of satisfying the requirements of the Civil Aviation Authority and evaluating the extent to which additional flying activity might be attracted as a result.

We would propose to undertake the following specific tasks:

- a) review the available material - both the Motts and TOR reports plus the material from the Save Filton Airfield Group (and anything else you think we should see);
- b) meet with yourselves to identify areas where input from ourselves might be particularly helpful or any areas of particular concern to yourselves and combine this meeting with a brief visit to the site (if this is possible);
- c) Complete our interim review and submit a draft report by Wednesday 16th November;
- d) Meet with yourselves to discuss the draft report and any issues arising;
- e) Finalise the report by Friday 25 November.

Given the time constraints in this case, we would expect to have to limit our work to providing advice on the accuracy of the assumptions and statements made in the reports, verification of key assumptions where practical by making a few telephone calls (subject to your approval), and the preparation of the report. We would use existing data available to us to inform our analysis although we would not be able to undertake original research as part of this task. We would, however, advise you if we think that additional work could or should be carried out in relation to any aspect of the analysis that has been undertaken to date.

fee

Our fee for this work would be £. This is a fixed fee (excluding VAT) and would not include expenses, which we would charge at cost. We would expect, however, to be able keep our expenses to

expenses

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around £ per person per visit based on average train fares and assuming these could be booked a reasonable time in advance of the trip.

The work would be undertaken by myself and my colleague Both and I have experience of undertaking airport market assessments and of the Business and General Aviation markets. We may also call on the advice if required of another colleague, who has extensive experience in Airport Master Planning. I attach our most recent mini-CVs for your information. The project would be overseen and quality checked by our Managing Partner

We hope that this outline proposal meets your expectations and we would be very keen to work with you on this project. York Aviation prides itself on close contact with its clients and operating flexibly to meet client needs.

I look forward to your reply in due course, but please do not hesitate to contact us if you wish to discuss any aspect of our proposal further.

Kind Regards

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From:

Major Sites Team

Sent: 03 November 2011 17:13

To:

York Aviation

Cc:

Major Sites / York Aviation

Subject: RE: Filton Airfield - Aviation Options Report Consultant Review

Many thanks. We have invited quotes from a small number of companies and hope to be in a position to appoint early next week. I think that your note covers everything we need for now but will contact you if we need to clarify anything.

Kind regards

YORK AVIATION EXPERIENCE

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Web