AGENDA

AIRPORT COMMITTEE
TO BE HELD IN THE MURRAY ROOM ON
WEDNESDAY, 3 DECEMBER 2025 AT 5:00 PM

Items of Business

CL05 p2 Airport Masterplan Request for Quotations

DISTRIBUTION LIST
Councillor Christine Stead (Chair), Councillor Tony O'Grady, Councillor Anne Napoli, Garry Harriman (Community Representative), Jason Gordon (Community Representative), Michael Borg (Community Representative), Peter Little (Community Representative), Robert Ryan (Community Representative), Roslyn Frawley (Community Representative)

Director Sustainable Development, Joe Rizzo; Urban Strategic Design & Major Projects Manager, Peter Badenhorst; Acting Airport Facility Coordinator, Luke Lasscock and Minute Secretary, Joanne Bollen

Quorum = 3

If you are unable to attend this meeting please notify the Minute Secretary prior to commencement of the meeting by email or by telephoning Council on 1300 176 077.

This Committee meeting may be attended remotely and recorded by audio or audio-visual means for administrative purposes. No other recording is permitted.

Acknowledgement of Country

Griffith City Council acknowledges the Wiradjuri people as the traditional owners and custodians of the land and waters, and their deep knowledge embedded within the Aboriginal community.

Council further pays respect to the local Wiradjuri Elders, past, present and those emerging, for whom we acknowledge have responsibilities for the continuation of cultural, spiritual and educational practices of the local Wiradjuri people.

CLAUSE **CL05**

TITLE **Airport Masterplan Request for Quotations**

FROM **Joe Rizzo, Director Sustainable Development**

TRIM REF **25/141471**

SUMMARY

A draft Request for Quotation (RFQ) document for the development of the Griffith Regional Airport has been prepared. The Committee is asked to review the draft RFQ and consider whether any additional scope items are to be included.

RECOMMENDATION

The Committee endorse the Request for Quotation (RFQ) document for the Griffith Regional Airport Masterplan in order for staff to release the document to consultants to submit quotations.

REPORT

The previous Griffith Airport Master Plan 2008-2018 was completed in 2008 (refer to Attachment a). This document is outdated and does not meet the strategies and objectives of the airport beyond 2025.

As such a draft Request for Quotation (RFQ) document (refer to Attachment b) for the development of the Griffith Regional Airport has been prepared aligning with the future growth of the airport facility, the City of Griffith, and the region.

LINK TO STRATEGIC PLAN

This item links to Council's Strategic Plan item 5.7 Support transport connectivity.

ATTACHMENTS

GRIFFITH CITY COUNCIL

GRIFFITH AIRPORT MASTER PLAN

2008 - 2018

AIRPORTS PLUS

SCIENTISTS ENGINEERS MANAGERS & FACILITATORS

CITY OF GRIFFITH

GRIFFITH AIRPORT

MASTER PLAN

2008 – 2018

Prepared for

GRIFFITH CITY COUNCIL

by

AIRPORTS PLUS PTY LTD

and

SEMF PTY LTD

in association with

VIPAC Engineers and Scientists Pty Ltd

CONTENTS

Part 1 Master Plan

1 INTRODUCTION

Airports Plus Pty Ltd was commissioned by the Griffith City Council to undertake a study to produce a new Master Plan for Griffith Airport with a 10 year planning horizon.

A consultant's brief was prepared for the project and included the following objectives:

- The location of the proposed new terminal;
- The proposed expansion and layout of the car park;
- Expansion requirements of the main apron;
- A possible extension of runway 06/24
- Extensions to the existing taxiway system, including the provision of a parallel taxiway;
- Relocation of the Primary Wind Indicator;
- The establishment of a dedicated helicopter area, including parking areas;
- GA parking requirements, including facilities for the air ambulance;
- Identification of possible aviation and non-aviation related lease areas;
- The extension of Aerodrome Road to meet Rifle Range Road;
- Develop an Australian Noise Exposure Forecast; and
- Identify any other infrastructure requirements.

The methodology used to achieve the objectives included:

- An inspection of Griffith Airport including an overview of all infrastructure;
- Consultation with all key stakeholders including community representatives to ascertain current and future business and community developments and expectations;
- Interviews with all major aircraft operators based at Griffith Airport to collect data on the type of aircraft being operated, the number of movements of their current aircraft and future aircraft types that may be introduced;
- Interview with the current RPT operator (Regional Express) to collect data on future aircraft types and operations;
- Collection of data regarding other RPT aircraft operations (eg., Virgin Blue)
- Collection of data regarding itinerant aircraft and helicopter operations;
- Correlation of all data collected and the preparation of a draft ANEF report and plan for endorsement by Council;
- Submission of the final ANEF report and plan for endorsement by Airservices Australia;
- Preparation of a draft Land Use Strategy and Master Plan for the Airport site specifically addressing the above criteria;
- Submission of the draft Master Plan report and discussions with Council officers; and
- Submission of the final Master Plan report.

The central goal of this report is to produce a strategic airport planning document that considers the future development of the site with a planned and logical development strategy. The emphasis of this document is on making allowance for aviation growth, and protecting the airport from external developments that may otherwise impact on aircraft operations, while also maximising the use of the site for non-aviation activities.

The importance of the Master Planning process was further emphasised during the drafting of this report with the NSW Minister of Transport declaring that the air transport route between Griffith and Sydney to be a deregulated route as from 30 March 2008. This declaration opens up the Griffith/Sydney air transport route to competition.

A number of reports were reviewed that had been prepared by Council, relating to the future development and operation of the airport. These reports were:

- Griffith Airport Master Plan, Airport Planning Pty Ltd, 1989
- Griffith Airport Development Strategy, Rehbein AOS Airport Consulting, 2005
- Griffith Airport Business Plan 2006/2012, Airports Plus Pty Ltd, 2006

2 MASTER PLAN REPORT STRUCTURE

This report comprises two separate parts in line with the objectives and methodology listed above. Each of the parts has been written as stand alone documents so that they can be used independently for planning and other purposes.

The parts are:

- Griffith Airport Master Plan – prepared by Airports Plus Pty Ltd and SEMF Pty Ltd: and
- Australian Noise Exposure Forecast 2018 - prepared by VIPAC Engineers and Scientists Ltd

3 AVIATION TERMINOLOGY USED IN THIS REPORT

The aviation industry uses a number of abbreviations and terms that are defined in the list below.

General Aviation (GA) is defined as all aviation activity at civil airports other than Regular Public Transport (RPT) by international and domestic airlines. GA is divided into a number of sectors that include air charter, private and corporate flying, local flying, pilot training and aerial work. Pilot training and aerial work dominate total GA hours flown in Australia. Helicopter operations are also normally classified as GA.

Regular Public Transport (RPT) is a term used to define a scheduled airline service that is available to the general public.

ACN	Aircraft Classification Number
AEP	Aerodrome Emergency Plan
ARFL	Aeroplane Reference Field Length
CASA	Civil Aviation Safety Authority
GPS	Global Positioning System
INM	Integrated Noise Model
MTOW	Maximum Take-off Weight
PAL	Pilot Activated Lighting
PCN	Pavement Classification Number
VOR	Visual Omni Range radio beacon

4 AVIATION PLANNING CRITERIA

4.1 Aerodrome Reference Code

The Aerodrome Reference Code is a planning reference based on the characteristics of the aeroplane determined as the critical aeroplane for an aerodrome.

The "critical aeroplane" is defined by CASA as "the aeroplane, or aeroplanes, … [that] … the aerodrome is intended to serve as having the most demanding operational requirements with respect to the determination of movement area dimensions, pavement bearing strength and other physical characteristics in the design of [an] aerodrome…"

Once the critical aeroplane has been determined the aerodrome facilities can be designed and built to meet those characteristics.

At Griffith Airport a Fokker F27 was most likely the critical aeroplane that the facilities were designed for. This aeroplane is not now operated in Australia and it will be necessary to determine a new "critical" aeroplane in the following sections of the Master Plan.

The following table indicates the size of aircraft that determine the Aerodrome Reference Code and is copied from CASA's Manual of Standards Part 139 (Chapter 2) which contains the Australian standards for aerodromes.

Aerodrome Reference Code				
Code element 1		Code element 2		
Code number	Aeroplane reference field length	Code letter	Wing span	Outer main gear wheel span
1	Less than 800 m	A	Up to but not including 15 m	Up to but not including 4.5 m
2	800 m up to but not including 1200 m	B	15 m up to but not including 24 m	4.5 m up to but not including 6 m
3	1200 m up to but not including 1800 m	C	24 m up to but not including 36 m	6 m up to but not including 9 m
4	1800 m and over	D	36 m up to but not including 52 m	9 m up to but not including 14 m
		E	52 m up to but not including 65 m	9 m up to but not including 14 m
		F	65 m up to but not including 80 m	14 m up to but not including 16 m

Table 1 – Aerodrome Reference Code

The F27 was a code 3C aeroplane.

4.2 Selected Critical Aircraft

As the F27 does not now operate in Australia it is necessary to determine a new "critical aeroplane" for Griffith Airport so that appropriate allowances may be made in the Master Plan to accommodate it.

The current SAAB aeroplanes being operated by Regional Express have a significant requirement for runway length, but they must also be compared with other aeroplanes providing RPT services, such as the Boeing 737, Airbus A320 and the Embraer E170.

The majority of passenger operations into regional centres in Australia have been serviced by turbo prop aircraft with a seating capacity up to 50. The two common aircraft are Dash 8 and the SAAB 340. Recently Virgin has begun introducing Embraer E170 jet aircraft, with seating for 78 passengers, onto Regional services.

There are many business aircraft used in Australia but the ones that currently operate into Griffith Airport are the Canadair Challenger 604 used by the RAAF to transport Federal Parliamentarians within Australia. Cessna Citation/Learjet or similar are used by many businesses to transport their senior management within Australia.

Aeroplane manufacturers provide operational information that allows aerodrome planners to allow for specific aeroplanes, and also allows aeroplane operators to determine the suitability of an aerodrome for an aeroplane. The information provided includes:

- The **Aerodrome Reference Field Length** (ARFL) which is used to determine the runway length required. The ARFL is determined for operations on a flat paved runway at sea level in standard atmospheric conditions and zero wind. Multiplying factors have been determined by CASA to allow for variations in the above conditions, so that a required runway length can be determined. The length is also subject to commercial and financial considerations as an aeroplane can operate with a reduced carrying capacity.
- The **Aeroplane Classification Number** (ACN) which is a number that expresses the relative effect of the aeroplane on a pavement for a specified subgrade category. This number should match the runway's **Pavement Classification Number** (PCN) so that the aeroplane's operation does not cause any structural deterioration to the runway.
- The **Wing Span** and **Outer Main Gear Wheel Span** which are used to determine the aeroplanes code number (see above) which determines the physical characteristics of the aerodrome.

A comparison of the various aeroplane types that have been considered is shown in the following table. From this comparison, Code 3C aircraft, such as the SAAB 340 and the Embraer E170, have been determined as the aeroplane size to provide a high quality service to the Griffith community. Furthermore, the Embraer E170 is the only jet RPT aeroplane with greater than 50 seat capacity likely to be operated in Regional Australia within the next 20 years.

Aeroplane	Ref Code	ARFL*	MTOW (kg)	Seating Capacity
Jet Aeroplanes				
Boeing 737 - 400	4C	2499	63,083	129
Airbus A320	4C	2058	72,000	150
Embraer E170	3C	1547	35.990	78
Turbo Prop Aeroplanes				
Dash 8 – 300	2C	1122	18,642	50
SAAB 340	3C	1220	12,371	34
Challenger 604	3B	1780	21,500	12
Fokker F27-500	3C	1670	20,412	60

Table 2 – Comparison of aircraft operating characteristics

The ARFL must be adjusted for the specific characteristics of an aerodrome, including for its altitude and average temperature. For example, the corrections for

the altitude and temperature of Griffith results in a runway length requirement of 1700 m for the Embraer E170.

As can be seen from the above comparison, the Embraer E170 requires similar aerodrome characteristics as the Fokker F27 and has a carrying capacity of 78 passengers in a jet RPT aeroplane. It is also the "critical" aeroplane as it has …" the most demanding operational requirements with respect to the determination of movement area dimensions, pavement bearing strength…" that can be accommodated with minimal alterations to the Griffith Airport infrastructure.

The adoption of a Code 4C aircraft, such as the Boeing 737, as the critical, or design, aircraft has the following site restrictions which are discussed in more detail in Section 4.3 below and depicted on Figure 1in Section 9:

- There will be no area available within the serviced sites for aviation developments;
- Existing buildings will have to be demolished, including the current terminal and some of the buildings occupied by the agricultural operators, including the larger ones;
- Height restrictions will need to be placed on adjoining properties to the north of the airport, which may require land acquisitions;
- The aircraft pavements will require strengthening and widening. This will equate to the construction of a new runway, taxiway and apron to replace the existing pavements; and
- The terminal precinct will be restricted between the Golf Course and the runway strip area so that there will be limited aircraft parking available.

The passenger numbers that were being achieved when the Rex service to Melbourne was operating of about 100,000 annually (50,000 arrivals and 50,000 departures) can be carried on 5 Boeing 737services per week, or one per day Monday to Friday only. This level of service will not provide the level of service that the community rightfully expects. The end result will be that the passengers will find a more convenient mode of travel with a possible loss of all air services. Furthermore, there is no indication of current or future air freight opportunities to warrant the introduction of the larger aircraft.

The cost to introduce a Code 4C aircraft is estimated to be similar to the cost of a new airport on a green field site large enough to accommodate all the operational requirements.

Accordingly, Code 3C has been adopted as the design aeroplane standard for the future of Griffith Airport.

4.3 Determining Runway Operational Requirements

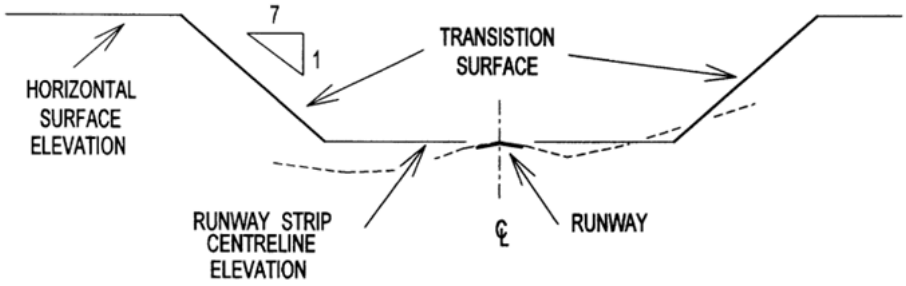
A runway is required to be a specified width and be surrounded by a runway strip of a specified dimension, have runway end safety areas (RESA) at each end and to have a series of Obstacle Limitation Surfaces, primarily based on a specified baseline at either end of the runway. CASA provides standards for these characteristics in its Manual of Standards Part 139 – Aerodromes (Chapter 6). They are summarised in the following table for both Code 3C and 4C aeroplanes allowing for a non-precision instrument approach (GPS approach).

	Code 3C aeroplane	Code 4C aeroplane
Runway width	30 m	45 m
Total runway strip width	150 m	300 m
Length of runway end safety area	90 m	90 m
Inner edge width of approach surface	150 m	300 m
Slope of the first section of the Approach Surface	3.33%	2.0%
Inner edge width of takeoff surface	180 m	180 m

Table 3 – Summary of Code 3C and 4C Physical Requirements

A code 3C aircraft also requires that similar Obstacle Limitation Surfaces (OLS) must be protected, however they originate closer to the runway centreline and, therefore, have a lesser impact on the surrounding environment.

The critical OLS on an airport is the transitional surface, which commences at the edge of the runway strip (75 m from the runway centreline for code 3C aeroplanes) and slopes upwards and outward at a gradient of 14.3% (1 in 7) until it intersects the Inner Horizontal Surface at a height of 45 m above the aerodrome. The following diagram depicts the Transitional Surface in relation to the runway centreline.



The runway length is also determined by the length available between an obstacle free Approach Surface at either end of the airport property. With allowances for a Code 3 non-precision instrument approach to either end of runway 06/24, providing a final approach gradient of 3.33%, a maximum runway length of 2,080 m is available due to terrain obstacles both east and west of the airport. The OLS and the terrain obstacles are shown on Figure 3 in Section 9.

The alignments of the two runways would have been based on the prevailing winds and have been chosen to provide at least 95% useability. The current data available from the Bureau of Meteorology, and the property boundaries, indicates that there is no reason to realign the runways.

A future runway of **2,080** m in the 06/24 alignment will be protected to allow for a future Embraer E190 RPT operation. There is no requirement to extend the 18/36 runway which can only be used by light GA aircraft during strong northerly winds.

Regional Express advised, by email, during the consultation process that the SAAB operations require an additional 200 m of runway pavement; a total of 1,700 m. This should be considered as a Stage 1 extension to the runway.

	Length of Runway (metres)	**Width of Runway (metres)**	**Company Utilising Aircraft Type**
Griffith Airport - current runway	1500	30	
SAAB 340 (currently in use at Griffith Airport)	1700	30	Regional Express
Embraer E170	1700	30	Virgin
Embraer E190	2080	45	Virgin
Boeing 737	2499	45	Qantas, Virgin
Airbus A-320	2058	45	Jetstar
Max runway length available	2080		

Table 4 – Summary of aircraft and runway requirements

5 EXISTING FACILITIES

Terminal Building

In previous planning exercises the current location of the terminal was considered adequate as Regional Express was servicing the airport with the SAAB 340 (twin propellers). Planning was underway to undertake major extensions to the terminal building to accommodate the passenger loads being experienced at Griffith airport.

However with the suspension of the Melbourne service Council is now investigating the possibility of attracting other airlines to Griffith. With this in mind this Master Plan has been developed with the Embraer E170 used as the design aircraft for planning infrastructure requirements at Griffith Airport.

With the introduction of jet services, 100% screening of passengers and baggage will have to take place, at an estimated cost of $4 million for the screening equipment alone. As such space requirements in terms of screening equipment and sterile areas will need to be considered. Further staff amenities required for the increased staff levels that will be required to undertake this operation will also need to be considered. The total cost of a Terminal and the required screening equipment is likely to be in the order of $7,000,000.

Generally, while the Terminal provides shelter and limited facilities for current passengers it does not provide an appropriate image for the Griffith community and will not facilitate the introduction of jet passenger services. Therefore, if jet RPT services commence, it is recommended that a new Terminal Building be constructed.

Runways, Taxiways and Aprons

The current runway 06/24 is 1503 m long and 30 m wide, fitted with a Pilot Activated Airport Lighting Control System. If jet RPT services are introduced a Visual Approach Slope Indicator system will need to be installed. It is estimated that to install a Precision Approach Path Indicator lighting system, which meets the current CASA standards would cost in the order of $100,000. A new lighting system, which will be required when the runway is extended, will be in the order of $600,000.

The cost of extending the 30 m wide runway to a total length of 1700 m. has been estimated at $500,000.

The current runway 18/36 is a 600 m long and 18 m wide grass runway, provided for light aircraft operating predominantly in strong northerly winds. It is proposed that this runway be retained in its current form.

The capacity of the current runway configuration is much greater than the number of aircraft movements and therefore there is no need to calculate the busiest peak hour or forecast the busiest peak hour for the next 10-15 years. The current runway configuration has the capacity of over 100,000 aircraft movements per annum and would be greater with the addition of the parallel taxiway.

The existing taxiways are adequate for the current and any foreseeable RPT aircraft operations.

The main apron is suitable in size for two SAAB sized aircraft (wing span of 22 m) but would have to be extended to park two aircraft if one was to be an Embraer E170 with a 26 m wing span, at an estimated cost of $200,000.

The parking for general aviation aircraft is well serviced with prepared parking areas and Council provided tie down facilities.

There is currently no dedicated facility provided for helicopters.

Access Roads

The current access road is Remembrance Drive from the Griffith CBD area. There are no sealed access roads to facilitate access from the Lake Wyangan residential areas to the north or from the growing Collina area to the east. The Collina and Lake Wyangan areas have been identified in Council's Growth Strategy 2030 as future residential development areas for Griffith and should have ready access to the airport.

There is an unsealed road that provides some access to and from the residential areas to the west.

Services

The current services are provided to the terminal building and to the other buildings that currently occupy the site. The services provided are water, power and telecommunications. Each building has its own septic tank system if it has toilets installed.

Drainage

The airport and the hills to the south of the airport drain through a culvert that passes under the runway just to the east of the Terminal building. The large catchment area and the restricted drainage system results in flooding of the Terminal Building and restricts development of the site. The catchment area is shown on Figure 2 in Section 9.

Council is negotiating with the Department of Natural Resources to develop a flood mitigation study for the area in which the airport is located. The study may recommend the construction of flood retention basins, and provision has been made for one up stream of the runway.

GCC has advised that the existing terminal building has been flooded in the past during rainfall events and that this can be a regular occurrence. The magnitude of rainfall event that causes flooding of the building and car park area has not been evaluated. As the current terminal building is prone to flooding, it is recommended that the floor level of the future terminal building is set above the 1 in 100 year flood level.

Other Buildings

There are numerous other buildings erected on the airport to service the various aviation activities.

Non Aviation Commercial

The only non-aviation activity on the airport is an agricultural lease for grazing and a small area leased for the conversion of the lees from wine making into cattle feed and compost.

Environment

Evaporation Ponds

Each of the agricultural aviation operators has an evaporation pond to contain the waste materials from each day's spraying operations. The waste consists of the aircraft tank residue and water. The ponds were apparently clay lined, however this study did not confirm the integrity of the ponds, nor did it analyse the cocktail of chemicals that the ponds may contain. The odours from the ponds are noticeable in the Terminal area.

The plan makes provision for the construction of a new wash down bay and evaporation pond.

Remnant Forest

There are two areas of remnant forest located either side of the runway across the middle of the airport. The plan makes provision for the protection of these areas. Further study may be required to identify their environmental significance.

6 DEVELOPMENT TRIGGERS

Master Plans usually include aviation activity forecasts; however these generally prove to be unreliable tools to predict capital expenditure and facility development. A more realistic method is to identify trigger points and to base capital expenditure on normal financial measures, such as return on investment, through negotiations with the users who may ultimately fund the expansion and/or on a commercial basis. As an example of this, over the previous twelve months, GA traffic has almost ceased due to the drought and the RPT traffic has changed by 50% due to the introduction, and the subsequent cessation, of the Griffith/Melbourne service; these changes have had an impact on the operations of the airport and were not predicted.

Therefore the triggers for expansion should be:

- Runway – Stage 1: Regional Express currently requires an additional 200 m of runway pavement to enable operations in summer without sacrificing payload. Any extension of the runway will require an upgrade of the airport lighting system. This will also enable the Embraer E170 to operate flights of about 1 hour duration (eg, Melbourne, Sydney, Brisbane, Adelaide) from Griffith Airport.
- Runway - Stage 2: Extend the runway to 2100 m. This will be demand driven to enable aircraft such as the Embraer E170 to operate to its maximum range. This extension will be based on financial and "level of service" considerations. It is high unlikely that such an extension will be required in the period of this Master Plan.
- Taxiway: Will be driven by a "level of service" consideration as the current and any forecast traffic can be accommodated with minimal delays using the current taxiways to enter the runway.
- Terminal Building: Already identified for replacement based on "level of service" considerations. With the introduction of jet services, 100% screening of passengers and baggage will have to take place, at an estimated cost of $7 million. As such space requirements in terms of screening equipment and sterile areas will need to be considered. Further staff amenities required for the increased staff levels that will be required to undertake this operation will also need to be considered. The existing building will not accommodate the additional space requirements and will have to be either extended or replaced. Generally, while the Terminal provides shelter and limited facilities for current passengers it does not provide an appropriate image for the Griffith community and will not facilitate the introduction of jet passenger services.
- Apron Area: This expansion will be associated with an expansion of the Terminal Building to accommodate additional scheduled services, especially jet aircraft services. Any expansion of the apron will also trigger a relocation of the Illuminated Wind Indicator and Signal Circle located immediately to the east of the current apron.
- Other developments: Should be based on normal financial and commercial considerations, which could include speculative developments.

7 LAND USE STRATEGY

The recommended Land Use reserves for Griffith Airport are shown on Figures 4 and 5 in Section 9.

7.1 Terminal Zone, including Car Park

The terminal precinct, including the car park, should be reserved as shown on Figure No 4. This location takes into consideration the ready availability of key service requirements (power and water), the access of the terminal to the main access road and the existing apron and taxiway. The precinct allows for the apron to be extended parallel to the runway, with provision for a second taxiway onto the runway. It also allows for the development of a taxiway parallel to the main runway.

Adjacent to this zone, and beside the entrance roadway, an area has been reserved as a green area which can be developed to present an attractive entrance to the City.

The actual size of a future terminal and car park will depend on commercial demands and known passenger numbers at that time. The terminal precinct allows for the expansion of the car park, rather than the requirements to develop an entire new facility, and provide services to a new area. It also maximises the use of the existing facilities.

This zone may also accommodate commercial facilities such as a food outlet and car rental companies.

To facilitate the expansion of the apron, a new Illuminated Wind Indicator (IWI) will be required. The new IWI will be located on the opposite side of the runway from the terminal so that it is visible to aircraft on both the RPT and General Aviation aprons. The current location to the east of the Terminal Building is not visible from the General Aviation area.

7.2 Aviation zone

The area currently occupied by hangars, taxiways and aprons is to be reserved as the aviation zone. It also includes the land to the west of the current buildings.

This area will allow for the development of further hangars and possibly a flying school. It also makes provision for a centralised wash down facility to control the waste materials being placed on site resulting from the cleaning of agricultural aircraft.

Within this zone provision has been made for:

- A taxiway parallel to runway 06/24 to provide access to either end of the runway to increase its operational capacity;
- An expanded RPT apron area to a service the terminal zone. Any future expansion of the apron will be dependant on the size of the aircraft required to use it. For example, an Embraer E170 will require approximately an area 30 m by 60 m, with separate provision for servicing vehicles to access the aircraft;
- An Illuminated Wind Indicator on the northern side of runway 06/24 that will be visible from the majority of the aircraft parking areas;
- Emergency Services aviation facilities, primarily for use by fire bombing aircraft used by the NSW Fire Service;
- Helicopter parking remote from fixed wing aircraft parking to minimise any potential damage from the two types of aircraft operating in close proximity to each other. This area is only intended for the parking and taxying of helicopters as it is intended that they land and take-off from the runway; and

- Expanded General Aviation parking close to the existing General Aviation parking.

A grass parallel taxiway could be provided initially to facilitate the agricultural aircraft operations. Such a taxiway would require minimal expenditure and a paved taxiway could be provided at some future date if required. This would require Council to resume lease area 42 and remediate its evaporative pond.

7.3 Obstacle Limitation Surfaces

The Obstacle Limitation Surfaces required for the continued operation of Code 3 aircraft conducting non-precision instrument approaches are shown on Figure 2.

To ensure that the transitional surfaces are protected a building line has been established for each runway at Griffith Airport as part of this Master Plan. The building line is 145m from the centreline of runway 06/42 and 100m for runway 18/36 and allows a structure 10m high to be constructed up to this line. Aprons and taxiways can be built inside this line. However, aircraft parking areas need to be carefully planned so that the largest aircraft capable of parking in that area does not infringe the transitional surface. The lines are shown on the Figures 4 and 5 at Section 9.

7.4 Non-aviation zone

The area at the eastern end of the property has been reserved for non-aviation commercial development. This area will front Rifle Range Road which will give it a very visual presence when the road is developed to take the Kidman Way around the Griffith central city area.

This area will be suitable for high value properties associated with the road transport system, such as a Truck Stop/Service Station, a Freight Interchange, heavy vehicle sales and/or maintenance facilities and storage facilities.

A future aviation fuel depot may also be established near the western end of this zone, providing access to the aircraft parking areas while not creating a safety hazard within the more public areas.

Part of this area could also be leased for agricultural purposes.

7.5 Conservation zones

The airport site contains two areas of remnant forest that will be preserved in two conservation zones, located either side of the 06/24 runway.

An extension to Aerodrome Road will be constructed along the southern boundary, passing along the southern edge of the southern conservation zone. This will enable access to the airport from the towns to the east and north without adding traffic to the Griffith suburban streets. It will also enable interpretive panels and parking areas to be developed to inform the public about the forests and their historical and environmental significance.

7.6 Other facilities

Flood retention

From an initial desktop assessment, the catchment area upstream of the terminal is approximately 425Ha (refer Figure 2). The peak flow generated from a 1 in 100 year rainfall event on the catchment with a time of concentration of approximately 3 hours is in the order of 14 cubic metres per second. Providing complete storage for the runoff volume in a retention basin located within the airport boundary would require a basin with significant storage depth. There are existing small diameter culverts crossing under the 06/24 runway and consideration needs to be given to increasing the capacity of these culverts to accommodate greater flows.

GCC has indicated that the golf course owners may consider construction of dams on the golf course. These would primarily be for irrigation purposes, however, if appropriate located and sized, could improve retention of storm water runoff in the catchment. In the short term, until a detailed assessment of the catchment is undertaken, consideration should be given by GCC to undertaking drainage works at Remembrance Drive and around the location of the existing terminal to mitigate the impact of overland flooding to the existing car park and terminal area.

Access Roads

The current access to the airport is primarily via sealed suburban streets from the main street. There is a secondary access from the west via a natural surface roadway.

It is recommended that improved access for the growing population centres to the north (Lake Wyangan) and east (Collina) be provided by constructing the western section of Aerodrome Road and Kallinda Road through to Wyangan Avenue and by extending Aerodrome Road from the Terminal area along the southern boundary to Rifle Range Road.

8 SUMMARY OF MASTER PLAN

The following is a summary of the Master Plan and is represented in Figures 4 and 5:

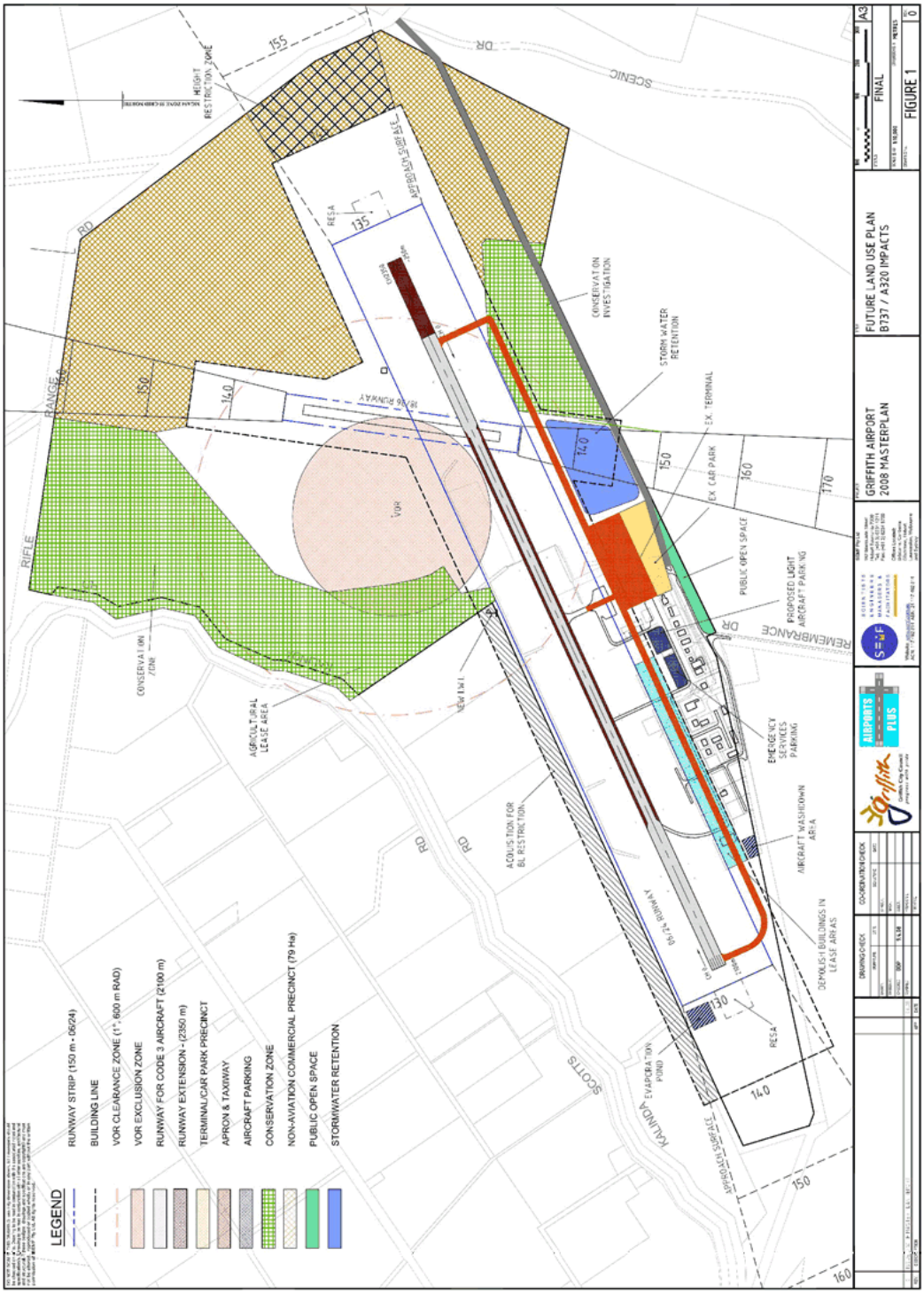
Aviation

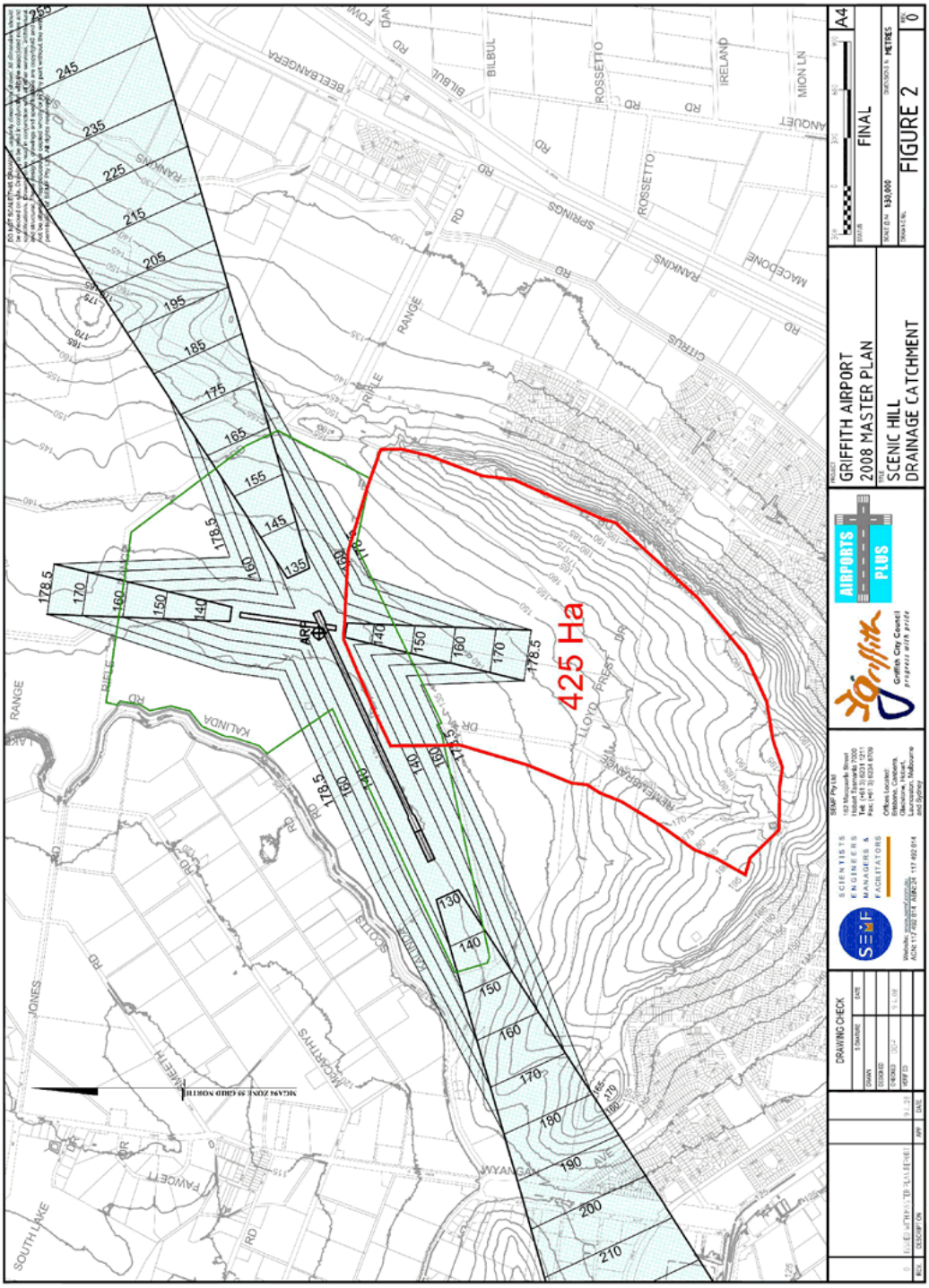
- Provision for runway 06/24 to be extended to a total length of 2,100 m., with an initial extension to 1,700 m.;
- Protection of the Obstacle Limitation Surfaces to allow for the runway extension;
- Provision for a parallel taxiway to service runway 06/24;
- Provision of a Terminal and Car Park Precinct;
- Provision for the development of a public open space at the entrance to the Terminal Precinct;
- Provision for a relocated Illuminated Wind Indicator;
- Provision for an expanded RPT Apron and General Aviation parking;
- Helicopter ground operations separated from the fixed wing aircraft areas;
- A base for Emergency Services aircraft operations, including the Air Ambulance and Fire Bombing;
- Retention and protection of runway 18/36;
- Provision for additional commercial aviation activity; and
- Provision for a common user aircraft wash down facility and evaporation pond.

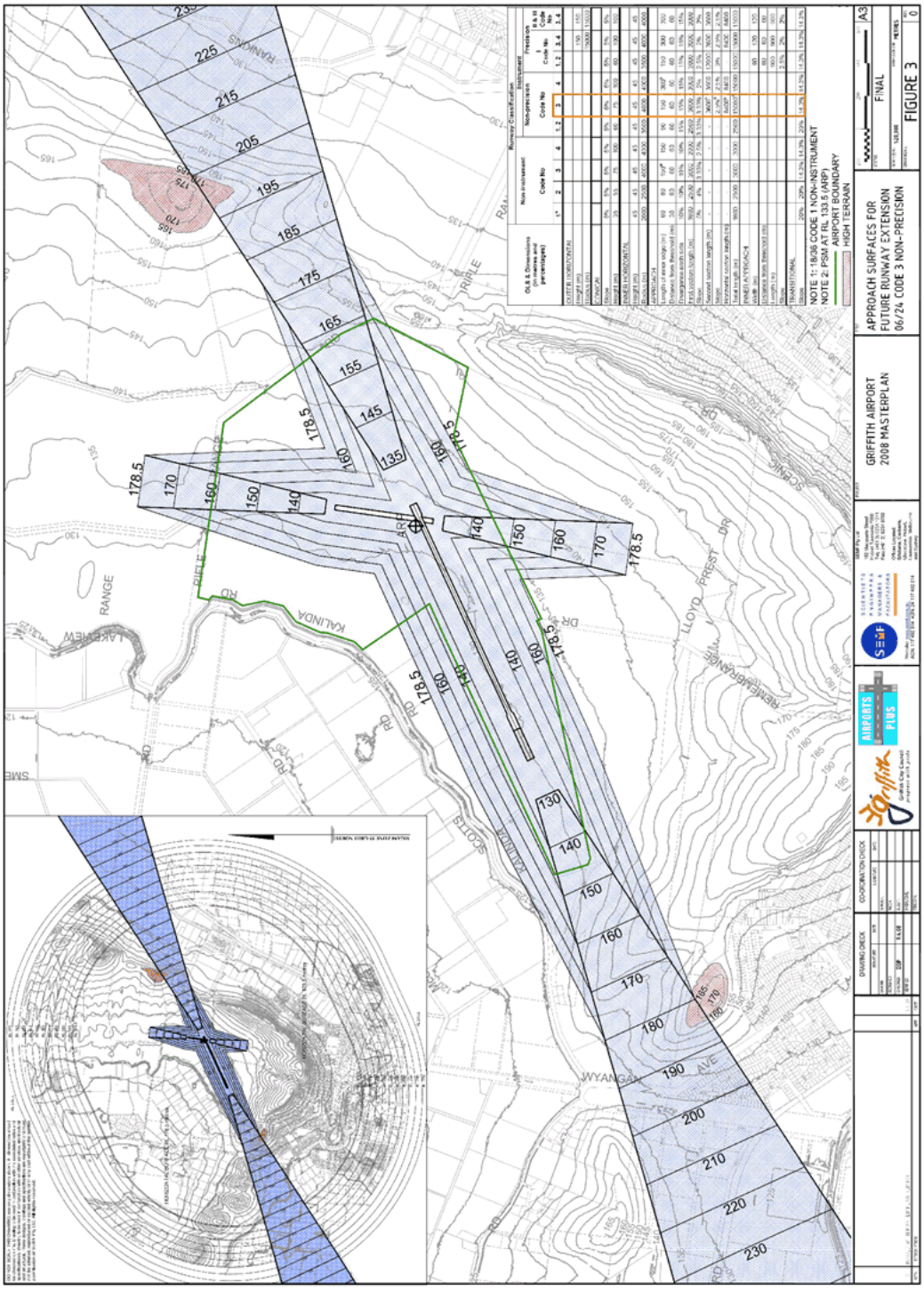
Non- aviation

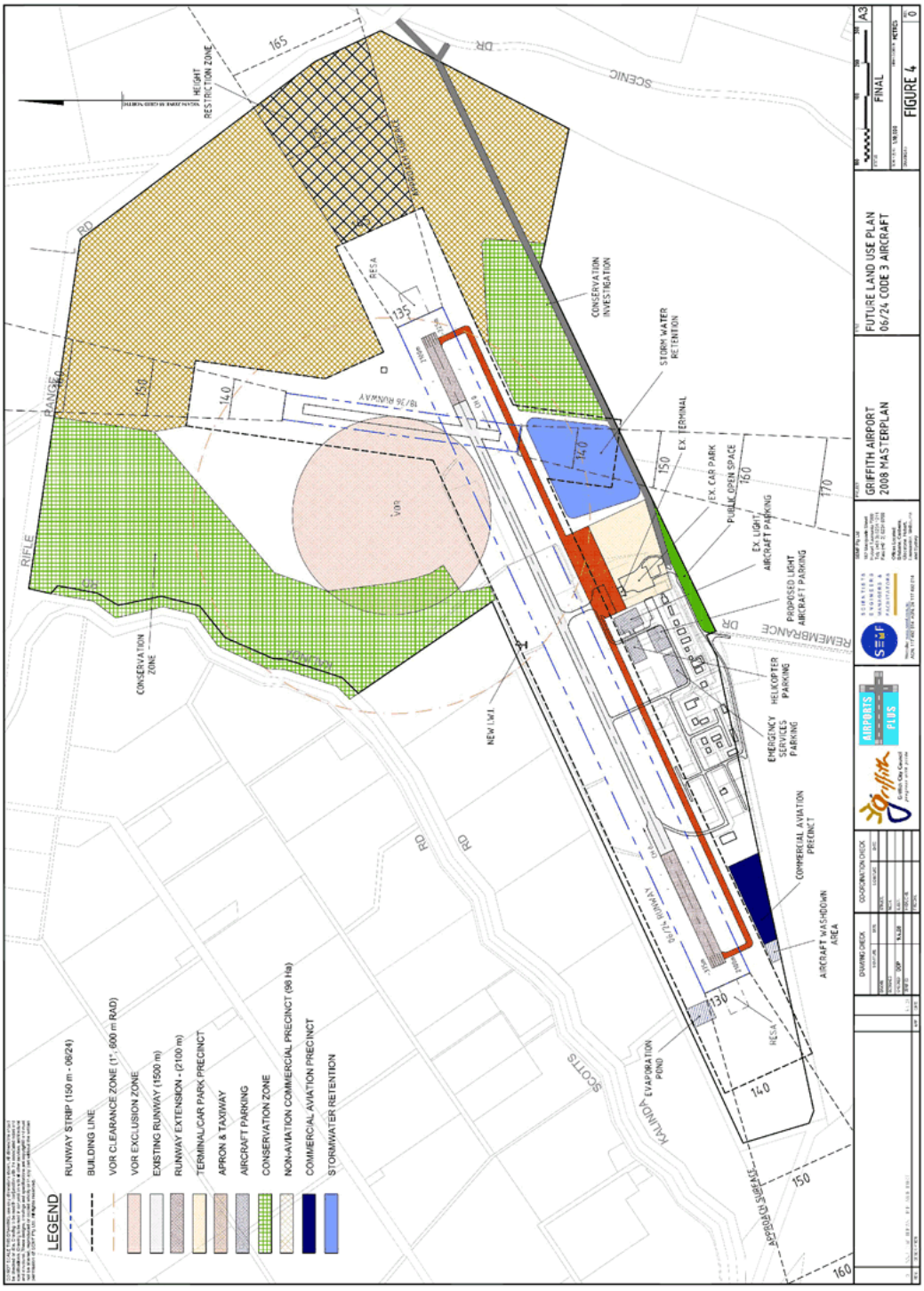
- The protection of conservation areas;
- Provision for the development of a flood retention basin to store run-off from Scenic Hill;
- Provision for commercial development on the Rifle Range Road property boundary;
- Provision for a road to connect Remembrance Drive with Rifle Range Road; and
- Recommends the development of Aerodrome Road to provide access from the west.

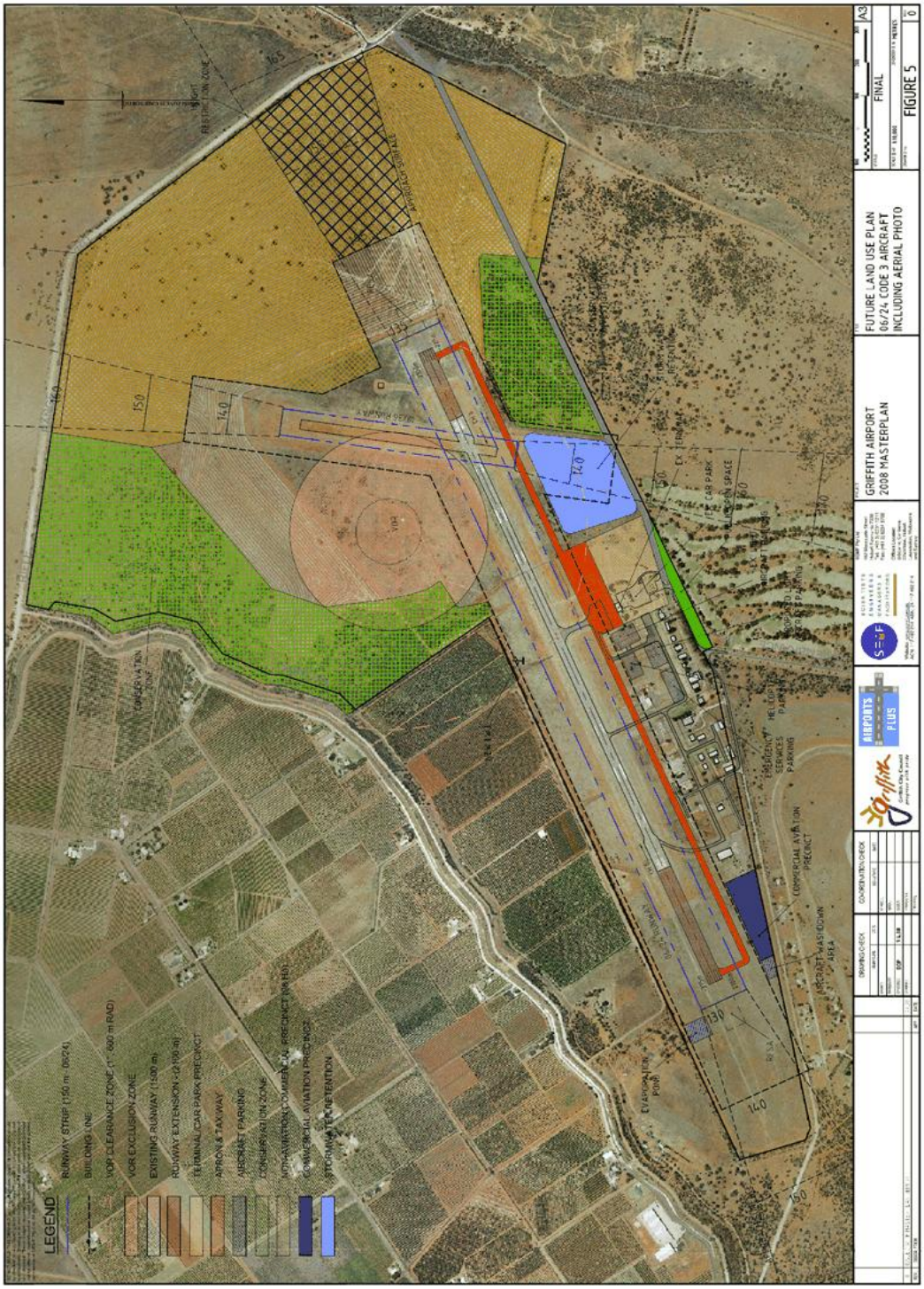
9 PLANS


LEGEND
RUNWAY STRIP (150 m - 06/24)
BUILDING LINE
VOR CLEARANCE ZONE (1°, 600 m RAD)
VOR EXCLUSION ZONE
RUNWAY FOR CODE 3 AIRCRAFT (2100 m)
RUNWAY EXTENSION - (2350 m)
TERMINAL/CAR PARK PRECINCT
APRON & TAXIWAY
AIRCRAFT PARKING
CONSERVATION ZONE
NON-AVIATION COMMERCIAL PRECINCT (79 Ha)
PUBLIC OPEN SPACE
STORMWATER RETENTION
FUTURE LAND USE PLAN
B737 / A320 IMPACTS
GRIFFITH AIRPORT
2008 MASTERPLAN
FIGURE 1
FINAL
A3
EX. TERMINAL
EX. CAR PARK
PUBLIC OPEN SPACE
PROPOSED LIGHT AIRCRAFT PARKING
EMERGENCY SERVICES PARKING
AIRCRAFT WASHDOWN AREA
DEPOTS II BUILDINGS IN LEASE AREAS
EVAPORATION POND
STORM WATER RETENTION
CONSERVATION INVESTIGATION
AGRICULTURAL LEASE AREA
CONSERVATION ZONE
ACOUSTION FOR BL RESTRICTION
NEW TWY
NEW RUNWAY
RESA
VOR
SCENIC DR
REMEMBRANCE DR
RIFLE RD
RANGE RD
SCOTTS RD
KALLINDA RD
HEIGHT RESTRICTION ZONE
155
150
140
135
160
170
130


425 Ha
GRIFFITH AIRPORT
2008 MASTER PLAN
SCENIC HILL
DRAINAGE CATCHMENT
FIGURE 2
FINAL
A4
AIRPORTS PLUS
Griffith City Council
progress with pride
DRAWING CHECK
SCIENTISTS ENGINEERS MANAGERS & FACILITATORS
SEMF
SEMF Pty Ltd
Offices Located:
Brisbane, Canberra, Gladstone, Hobart, Launceston, Melbourne and Sydney
RANGE
RIFLE
KALINDA
BILBUL
ROSSETTO
IRELAND
MION LN
ANGUS
SPRINGS
RANKINS
MACEDONE
CITRUS
BEELBANGERA
LLOYD
FOREST
DR
JONES
McCARTHYS
FAWCETT
SOUTH LAKE
WYANGA
AVE
ARP
MGA94 ZONE 55 GRID NORTH


APPROACH SURFACES FOR
FUTURE RUNWAY EXTENSION
06/24 CODE 3 NON-PRECISION
GRIFFITH AIRPORT
2008 MASTERPLAN
FIGURE 3
FINAL
NOTE 1: 18/36 CODE 1 NON-INSTRUMENT
NOTE 2: PSM AT RL 133.5 (ARP)
AIRPORT BOUNDARY
HIGH TERRAIN
ARP
RUNWAYS
RIFLE RANGE RD
LLOYD PREST DR
KALINDA
SCENIC
WYANGA AVE


LEGEND
RUNWAY STRIP (150 m - 06/24)
BUILDING LINE
VOR CLEARANCE ZONE (1°, 600 m RAD)
VOR EXCLUSION ZONE
EXISTING RUNWAY (1500 m)
RUNWAY EXTENSION - (2100 m)
TERMINAL/CAR PARK PRECINCT
APRON & TAXIWAY
AIRCRAFT PARKING
CONSERVATION ZONE
NON-AVIATION COMMERCIAL PRECINCT (98 Ha)
COMMERCIAL AVIATION PRECINCT
STORMWATER RETENTION
FUTURE LAND USE PLAN
06/24 CODE 3 AIRCRAFT
GRIFFITH AIRPORT
2008 MASTERPLAN
FIGURE 4
FINAL
A3
CONSERVATION INVESTIGATION
STORM WATER RETENTION
EX. TERMINAL
EX. CAR PARK
PUBLIC OPEN SPACE
EX. LIGHT AIRCRAFT PARKING
PROPOSED LIGHT AIRCRAFT PARKING
HELICOPTER PARKING
EMERGENCY SERVICES PARKING
COMMERCIAL AVIATION PRECINCT
AIRCRAFT WASHDOWN AREA
EVAPORATION POND
CONSERVATION ZONE
NEW LWI
18/36 RUNWAY
06/24 RUNWAY
VOR
RESA
APPROACH SURFACE
HEIGHT RESTRICTION ZONE
SCENIC DR
REMEMBRANCE DR
RIFLE RANGE RD
KALINDA RD
SCOTTS RD


LEGEND
RUNWAY STRIP (150 m - 06/24)
BUILDING LINE
OOP CLEARANCE ZONE (1: 600 m RAD)
OOR EXCLUSION ZONE
EXISTING RUNWAY (1500 m)
RUNWAY EXTENSION (2199 m)
TERMINAL CAR PARK PRECINCT
APRON & TAXIWAY
AIRCRAFT PARKING
CONSERVATION ZONE
AVIATION COMMERCIAL PRECINCT (NW RED)
COMMERCIAL AVIATION PRECINCT
STORMWATER RETENTION
FUTURE LAND USE PLAN
06/24 CODE 3 AIRCRAFT
INCLUDING AERIAL PHOTO
GRIFFITH AIRPORT
2008 MASTERPLAN
FIGURE 5
FINAL
AIRPORTS PLUS
S=F

Attachment 1 – Correspondence from Airlines.

Tom Griffiths

From: Andrew Messer [andrew.messer@rex.com.au]
Sent: Tuesday, 4 December 2007 9:38 AM
To: tom.griffiths@airportsplus.com.au
Subject: RE: Griffith Airport - Master Plan

Tom,

Sorry for the delay in the reply. The information given to you by Warrick was with reference to an increase in the actual length of the sealed surface with the existing RESA and clearway distances.

Andrew Messer
MANAGER FLIGHT OPERATIONS ENGINEERING

From: Warrick Lodge
Sent: Friday, 23 November 2007 3:57 PM
To: Andrew Messer
Cc: Jim Davis; Chris Hine; tom.griffiths@airportsplus.com.au
Subject: Griffith Airport - Master Plan

Andrew,

I met with Tom Griffiths (Airports Plus) who is doing some consultancy work for Griffith City Council re the Airport.

I passed on some of the information that you provided in terms of additional runway length and I received the following question:

Is the additional 200m in runway length, increased TODA or increased accelerated stop distance. (ie. Additional runway or stopway) Obviously there is a cost differential between the two and our main objective is to minimise costs that are ultimately passed on to our customers.

I have copied Tom and would appreciate if you could cc Tom on this reply.

Should you need to discuss with Tom his mobile number is 0407 827 554

Thank you,

Warrick Lodge
General Manager - Network Strategy & Sales
P 02 6926 7773 F 02 6926 7764
E warrick.lodge@rex.com.au
URL www.rex.com.au

Part 2 - 2018 ANEF

Griffith City Council

Request for Quotation (RFQ)

Griffith Regional Airport Masterplan 2026

Project Name:	Griffith Regional Airport Masterplan 2026
Location:	Griffith City Council

Lodgement details:

Closing Time:	4.00pm
Closing Date	20 February 2026
Lodgement:	Email submission to admin@griffith.nsw.gov.au

Council Contact Person:

Name:	Joe Rizzo
Position:	Director – Sustainable Development
Telephone:	02 6962 8132
Email:	Joe.rizzo@griffith.nsw.gov.au
Address:	PO Box 485 Griffith NSW 2680

Confidentiality

This RFQ, including any attachments, is made available on a commercial in confidence basis. Any person in receipt of this document must ensure that all information whether written or verbal concerning this document is kept confidential, except any information which is in the public domain (other than as a consequence of a breach of this confidentiality obligation).
The Contractor must keep confidential any information concerning Griffith City Council as a result of or in connection with its submission of a Quote, unless otherwise agreed in writing.
Copies of this document or related documents must not be distributed except with the prior written consent of Griffith City Council.
The Quote and any accompanying documents become the property of Griffith City Council.
These obligations apply equally to any sub-contractor used by the Contractor.

Griffith City Council

1. GENERAL INFORMATION

1.1 Purpose of this RFQ

Griffith City Council (hereby known as the 'Council') seeks professional services from a service provider to develop a masterplan for the Griffith Regional Airport.

1.2 Griffith City Council's Contact Person

Any requests for information concerning this RFQ should be made to the contact person nominated on the cover of this RFQ. Any information given to a Contractor to clarify any aspect of this RFQ will also be given to all other Contractors if in the Council's opinion the information would unfairly favour the inquiring Contractor over other Contractors.

Contractors should notify the Council's Contact Person in writing on or before the Closing Date and Time if they find any discrepancy, error or omission in this RFQ.

1.3 The Council's discretion

- The Council may change any details in this RFQ or issue an Addendum.
- Council reserves the right to modify the prepared document and retains ownership of material contained in detailed engineering plans.
- The Council may discontinue the RFQ process at any point for any reason, without making a determination regarding acceptance or rejection of any Quotes.
- The Council may invite fresh quotes based on the same or different criteria.
- The Council is not bound to accept the lowest or any Quote.
- The Council has discretion whether or not to accept Quotes which do not comply with all of the requirements of the RFQ documents, or which contain conditions or qualifications.
- The Council may enter direct negotiations with one or more preferred Contractors.

1.4 Work Health & Safety

The Contractor must conduct its own assessments and investigations regarding the work health and safety of all persons affected by the services sought under this RFQ. The successful Contractor (if any) will be required to comply with the Work Health & Safety Act 2011, any related regulations and codes of practice, and any directions, policies and guidelines given by the Council.

Griffith City Council

2. LODGEMENT

2.1 Instructions for Contractors

- Contractors must read all parts of this RFQ document and submit all required information.
- A Contractor must satisfy itself that the Quote, including the quote price is correct, and that it is financially and practically viable for the Contractor to enter into and perform the proposed contract if it were chosen to do so by the Council.
- All pricing information provided in the quote must be **inclusive of GST**. GST must be separately identified in the quoted prices. All prices must be quoted in Australian dollars.
- Contractors must provide any attachments to their Quotes clearly labelled and cross-referenced.

2.2 Extension to Closing Date and Time

The Council may, in its discretion, extend the Closing Date and Time.

2.3 Late Quotes

The Council may consider late quotes where the Council is satisfied that the integrity and competitiveness of the RFQ process has not been compromised.

2.4 Electronic Lodgement

If the method of lodgement stated on the cover of this RFQ includes electronic lodgement, quotes submitted electronically will be treated in accordance with the Electronic Transactions Act 2000 (NSW), and given the highest level of confidentiality and probity.

Quotes are to be submitted to: ***admin@griffith.nsw.gov.au***

2.5 Minimum Validity Period

All Quotes must remain valid for a minimum of 90 days from the Closing Date.

2.6 Further information

The Council may request a Contractor to provide further information after the Closing Date to assist the evaluation process. The Contractor should submit such information in the format and by the time requested.

2.7 Variation of Quotes

At any time before the Council accepts a Quote, a Contractor may vary its Quote by providing the Council with further information by way of explanation or to correct a mistake (so long as the original Quote is not substantially altered or the Contractor is not given an unfair advantage over other Contractors). The Council may provide all other Contractors whose Quotes have similar characteristics with the opportunity of varying their Quotes in a similar way.

2.8 Evaluation of Quotes

Evaluation will be conducted to identify the quote that best meet the Council's requirements and represent the best value for money for the Council.

Griffith City Council

3. OUTCOME

3.1 Negotiations
Before making any determination as to acceptance or rejection of Quotes the Council may, at its discretion, elect to conduct limited negotiation with preferred Contractors or a preferred Contractor.

3.2 Public disclosure
The Council may be required to publicly disclose details of any Quotes submitted in response to the RFQ, and details of any contract awarded, in accordance with the Government Information (Public Access) Act 2009.

4. Project Specifications

4.1 Project Description

Griffith City Council (hereby known as the 'Council') is seeking quotations for the preparation of a masterplan for the Griffith Regional Airport.

Griffith City is a thriving regional capital located in the Murrumbidgee Irrigation Area with a vibrant lifestyle and diverse economy; embracing community, heritage, culture and the environment. The estimated population of Griffith in 2023 was 27,132.

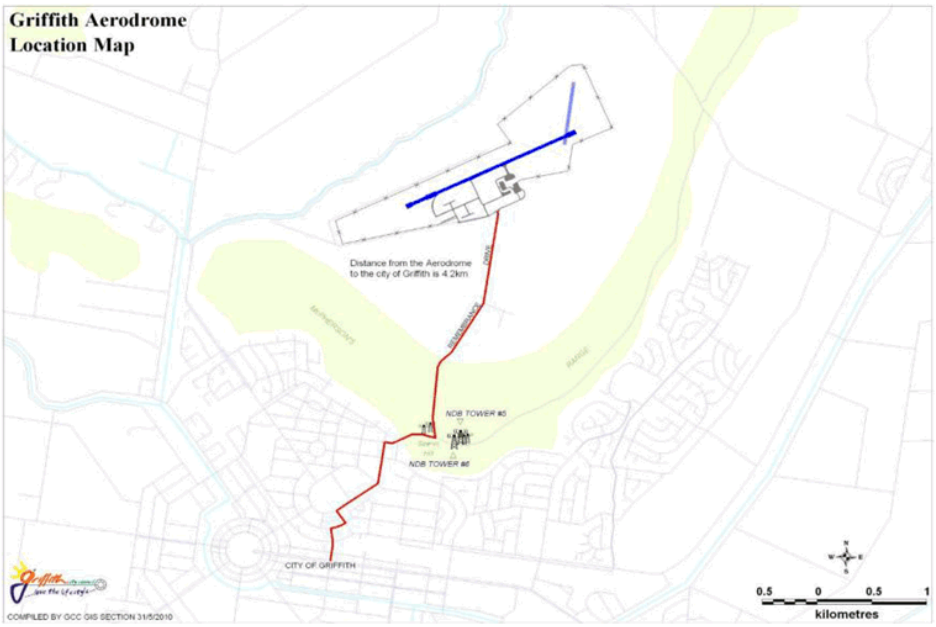
Located in the Riverina, Griffith is 573km from Sydney, 463 km from Melbourne and 358km from Canberra (as shown in Figure 1 below); and is the largest regional centre in the Western Riverina region. Griffith is located in the heart of Wiradjuri Nation – the largest nation of Aboriginal and Torres Strait Islander people in Australia.

Figure 1: Location Map of Griffith

The Griffith Regional Airport is a major gateway to the region, located a four (4) minute drive north-east of the Central Business District of Griffith, off Remembrance Drive; refer to Figure 2 below.

Griffith City Council

Figure 2: Griffith Regional Airport Location Map



Griffith is a dynamic regional hub in NSW with strong economic fundamentals, strategic connectivity, and a high quality of life, making it an ideal destination for visitors. The city's population has grown by approximately 1% annually between 2016 and 2021, with projections indicating continued steady growth supported by housing development and migration. Workforce demand remains high across all sectors, and the economy is anchored in agriculture and food processing while expanding into technology and renewable energy.

Griffith caters for many industries including agribusiness and food manufacturing, renewable energy projects such as solar and bioenergy, industrial and commercial precincts, and emerging technology and data services. Infrastructure is robust, with strong connectivity via road, rail, and air, enabling efficient logistics and trade. Housing strategies are unlocking over 500 lots immediately, with long-term growth areas like Lake Wyangan and Hanwood catering for thousands of dwellings over the next 25–30 years. The city provides affordable housing, excellent education and healthcare, and vibrant cultural amenities that attract talent and families.

The Griffith Regional Airport is an important public infrastructure asset, connecting Griffith to wider commercial services and the recreational aviation community, as well as servicing local farming needs and supporting the community in emergencies. The facility generates significant social and economic benefits to the Griffith community. Like all major infrastructure, the Griffith Regional Airport needs to continue to respond to change, and this requires appropriate planning to protect this asset over the long term, generate future benefits and ensure its safe and efficient operation into the future.

Griffith City Council

Quotations are called from qualified companies interested in preparing a masterplan for the Griffith Regional Airport.

4.2 Background

Griffith Regional Airport is a critical asset for regional connectivity and economic growth. It supports regular passenger transport services and freight operations, linking Griffith to major domestic destinations. Council has also resolved to introduce paid parking at the airport from early 2026, creating additional revenue streams for further investment into the facility. This positions the Griffith Regional Airport as a strategic enabler for investment in logistics, tourism, and air freight services, complementing the city's broader economic growth initiatives.

Details of Griffith's two runways are as follows:

Runway 06/24 is a 1,704 metre x 30 metre bitumen surface with pilot activated lighting including PAPI. The runway is capable of regional airline aircraft operations by arrangement with the aerodrome operator.

Runway 18/36 is a 600 metre x 18 metre red sandy clay + white road based gravel surface that is unrated.

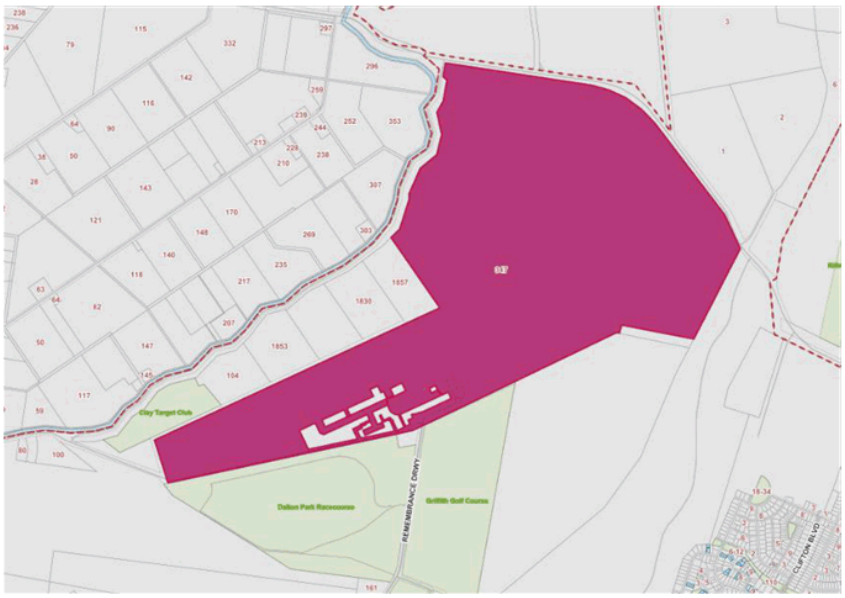
The remaining taxiway, general aviation apron and refuelling areas are unrated.

Griffith Regional Airport's zoning and planning controls and environmental constraints, are outlined in the Griffith Local Environmental Plan 2014.

Runway 06/24 re-surface occurred in February 2024 with runway 06/24 lighting upgrades scheduled to occur in 2027 under the Government's Regional Airports Program Round 4 grant scheme.

Figure 3 below indicates the Griffith Regional Airport land which is owned by Council.

Figure 3: Airport land owned by Griffith City Council



Griffith City Council

The land owned by Council when the Griffith Regional Airport is located consists of the runways and hangars, located on Lot 1 DP 1146897, with an area of 165.4 hectares.

The Griffith Regional Airport is a "Registered Airport", operating under the national standards and advisory notes published by the Australian Civil Aviation Safety Authority (CASA). The airport is serviced by Regional Express (Rex) and Qantas Link, which provides daily services between Griffith and Sydney. Rex and Qantas transport 68,000 passengers annually.

Griffith Regional Airport performs a vital role in emergency medical transport to metropolitan centres, with the ability to receive both fixed and rotary wing aircraft such as the Air Ambulance, Royal Flying Doctors Service, and rescue helicopters; including refuelling of emergency aircraft.

A number of longterm leasehold sites are existing at the Airport with land availability for further expansion of leasehold sites. The lease areas accommodate a variety of uses including:

- Hangar and Residence;
- Aircraft Maintenance;
- Agricultural aerial application operations;
- Aircraft hobby and recreational;
- Aircraft Storage;
- Commercial Operators;
- Sport and Historical Aircraft Organisations;
- Flying Training Organisations;

Interest for future operators to construct and commence aviation-related businesses at the Griffith Regional Airport is increasing.

Griffith City Council

4.3 Objectives

- Undertake rational and strategic development of the Griffith Regional Airport which is critical to support the economy of the Riverina Region;
- Maintain recognition of the Airport's strategic importance across all levels of government;
- Align Airport infrastructure expansion with the evolving needs of the community;
- Establish a sustainable, long-term financial plan to ensure adequate funding for maintenance and expansion of both airside and landside infrastructure;
- Extension of the main runway when necessary to increase aircraft range and payload capacity;
- Upgrade existing runway and taxiway pavement to eliminate current weight restrictions, which are temporarily managed through rolling concessions. Timely resolution is essential to avoid future constraints on Airport growth;
- Recognition and development of commercial opportunities within the terminal inherent and implied by growth projections;
- Develop surplus land for non-aviation purposes to generate revenue for facility maintenance, reducing or eliminating the financial burden on the community; and
- Continuously enhance the passenger terminal to accommodate anticipated growth in passenger numbers and Regular Public Transport (RPT) movements.

Griffith City Council

4.4 Scope of Works

The purpose of the Griffith Regional Airport Master Plan is to present emerging opportunities for the airport to differentiate itself with better and more innovative services, and reinforce a market position in the region.

The Griffith Regional Airport Master Plan seeks to establish objectives, understand existing facilities, consider future demands and develop plans for future enhancement of the facility, consistent with the growth of the region.

The scope of works of the Griffith Regional Airport Master Plan is to include the following:

- Alignment with the strategies relevant to the Griffith Regional Airport outlined in Griffith City Council's adopted IP&R strategic documents;
- Develop a detailed concept layout of airside facilities confirming compliance with the relevant Civil Aviation Safety Authority (CASA) standards including Manual of Standards Part 139. The concept layout will include the following:
    - Runways;
    - Taxiways;
    - RPT apron parking layout;
    - Passenger terminal facilities' reserve;
    - General aviation parking;
    - Commercial and private hangar lots;
    - Radio navigation aids;
    - Aviation support facilities including aviation fuel storage.
- Identify future levels of service in response to population growth, demographic changes and community expectations, as well as options for commercial opportunities;
- Review the overall land use layout and provide comment on the following for incorporation into Council's Master Plan document:
    - Appropriateness of overall land use allocation in the context of regional airports similar to Griffith; and
    - Any specific issues that may need to be considered with respect to land use compatibility and airport safeguarding (eg height restrictions, noise, wildlife hazards building generated windshear and turbulence etc);
- Outline options for attracting and developing more general and recreational aviation activity at the airport;
- Develop a detailed concept layout of airside facilities confirming compliance with the relevant Civil Aviation Safety Authority (CASA) standards including Manual of Standards Part 139. The concept layout is to include the following:

- Runways;
- Taxiways;
- RPT apron parking layout;
- Passenger terminal facilities' reserve;
- General aviation parking;
- Helicopter pad;
- Commercial and private hangar lots;
- Radio navigation aids;
- Aviation support facilities including aviation fuel storagePreparation of Obstacle Limitation Surface Mapping based on planning parameters agreed to by Council;

- Prepare an overall Master Plan layout plan showing aerodrome facilities, aeronautical and non-aeronautical land uses;
- Safeguarding the airport's long-term plans and objectives;
- Managing environmental, and flooding constraints as per Council's existing adopted documents;
- Facilitation of future security classification from Tier 3 to Tier 2 - including terminal security screening, staffing and equipment resource requirements;
- Preparation of ongoing operation and management plans for Aeromedical aircraft and ambulance /patient transportation vehicles;
- Expansion of aviation parking/taxiways for all aircraft including but not limited to: passenger aircraft, recreational aircraft, aeromedical aircraft and helicopters;
- Assessment of existing and future upgrades to runway, taxiway and aircraft pavement to cater for passenger aircraft into the future;
- Stakeholder engagement with airport personnel and local representatives. This is to include consultation with all relevant internal and external stakeholders both in person and via surveys;
- Site visits, including as a minimum one (1) presentation of the masterplan to the Airport Committee;
- Development of the associated capital expenditure requirements (Costings) for future plans/updgrades identified within the masterplan;
- Review of existing masterplan documentation for the Griffith Regional Airport.

Griffith City Council

4.5 Quotation Submission Requirements

To be included in the quotation:

- Response to the scope of works presented herein a detailed scope of work (return brief).
- Respondents are encouraged to also provide an alternate brief and associated fees which in their experience would lead to cost and time savings. If contemplated this alternate response is to be clearly defined and kept separate from the response to this written brief.
- A preliminary project plan (Gantt chart) that incorporates time for review of deliverables.
- Experience on similar projects in regional NSW.
- CVs and charge out rates of nominated personnel including proposed internal management structure for the project over its duration and quality assurance systems.
- Fee schedule with a breakdown of key tasks.
- Clear confirmation that adequate staff and resources can be made available for the project.