



# City of San Antonio

## Agenda Memorandum

**File Number:** 16-4826

---

**Agenda Item Number:** 17.

**Agenda Date:** 10/13/2016

**In Control:** City Council A Session

---

**DEPARTMENT:** Aviation

**DEPARTMENT HEAD:** Noel T. Jones

**COUNCIL DISTRICTS IMPACTED:** Citywide

### **SUBJECT:**

Contract Award for Parking Analysis and Feasibility Study at the San Antonio International Airport

### **SUMMARY:**

This Ordinance authorizes a professional services agreement with InterVISTAS Consulting Inc. for the parking analysis and feasibility study of parking and ground transportation operations at the San Antonio International Airport (Airport) in the amount of \$123,442.00.

### **BACKGROUND INFORMATION:**

In order to ensure parking and ground transportation operations are utilizing the best practices within the industry, the San Antonio Airport System is seeking an experienced parking consulting firm to provide a detailed study that will:

1. analyze the current operating models for all components of the parking and ground transportations operations at the Airport including a financial analysis of each;
2. provide a summary of current operating models of six comparable airports; and,
3. recommend possible modifications to the airport's current operational model and provide an estimated financial implication of each.

The current operations consist of the management of two parking garages, four surface lots including those serving the public and employees, and the majority of the commercial ground transportation providers with the exception of those operating under a concessions or other agreement with the Airport. The operations for the parking and ground transportation divisions include public and employee parking, shuttling, enforcement,

inspections, facilities maintenance and ground transportation and terminal curb operations. The division employs 65 to 80 personnel consisting of both City employees and contracted temporary workers.

As part of its analysis, the parking consulting firm will provide the feasibility of and challenges associated with making modifications to individual or multiple divisions of the parking and ground transportation operations at the airport. In a survey of medium hub airports in September 2016, over 80% of medium hub airports have either privatized all of their parking and ground transportation operations or have privatized their parking operations but kept airport employees responsible for ground transportation operations. The City would like to explore these options, including a professional opinion of the challenges and costs associated with implementing each model at the San Antonio International Airport.

In addition, the study will review the current terminal curb allocations and provide recommendations for modifying the curb allocations and assignments for commercial providers and personal vehicles. With the increased usage of ride-share options and the opening of the consolidated rental car facility, this study will help determine if each ground transportation operator (including public transportation, taxis, hotel shuttles, airport shuttle, parking lot shuttles, rideshare companies, etc.) are located in an area that provides the best customer experience and traffic efficiency.

#### Solicitation

On June 15, 2016, the City issued a Request for Proposals for these services. Four responsive proposals were received on July 15, 2016. An evaluation committee composed of two Aviation Department representatives and one Downtown Operations Department representative. The committee scored the proposals on Experience, Background and Qualifications; Proposed Plan; Price; Local Preference Program; and, Veteran Owned Small Business Enterprise Program. InterVISTAS received 77.67 points - 11.67 points above the second ranked firm.

#### Small Business Economic Development Advocacy Program

A waiver for the Small Business Economic Development Advocacy Program was issued for this contract as there are no commercially-useful subcontracting opportunities existing within the contract. The Local Preference Program was applied in the evaluation of responses received for this contract; however, none of the proposals were local businesses. The Veteran-Owned Small Business Preference Program was applied in the evaluation of responses received for this contract; however, none of the proposals are veteran-owned small businesses.

InterVISTAS has provided similar service to other airports including Baltimore, DFW, Seattle and Tampa.

#### **ISSUE:**

The contract of a professional services agreement with InterVISTAS is consistent with the City's policy to employ consultant services to assist the City in parking industry development.

#### **ALTERNATIVES:**

The City could elect to release a new RFP for parking consultancy services. However, the RFP was developed and issued following the policies and procedures of the City of San Antonio.

#### **FISCAL IMPACT:**

Funding in the amount of \$123,442.00 is budgeted in the FY 2017 Aviation Budget.

**RECOMMENDATION:**

Staff recommends the authorization of a professional services agreement with InterVISTAS for the parking analysis and feasibility study of parking and ground transportation operations at the San Antonio International Airport.