



# City of San Antonio

## Agenda Memorandum

**File Number:**13-805

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**Agenda Item Number:** 27.

**Agenda Date:** 12/5/2013

**In Control:** City Council A Session

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**DEPARTMENT:** Aviation

**DEPARTMENT HEAD:** Frank Miller

**COUNCIL DISTRICTS IMPACTED:** Citywide

### **SUBJECT:**

Award of Agreements for On-Call General Engineering Consulting Services for San Antonio Airport System

### **SUMMARY:**

An Ordinance authorizing two professional services agreements for On-Call General Engineering Consultant services contracts with URS Corporation and Reynolds, Smith & Hills, Inc. Services provided by these agreements include on-call planning, engineering, architectural, and project/construction management consulting services for capital improvement projects for International and Stinson Municipal airports. Each agreement is for a three-year term with options to renew each agreement for two, one-year extension under the same terms and conditions at the City's discretion and each in the amount not-to-exceed \$5,000,000.00.

### **BACKGROUND INFORMATION:**

The San Antonio Airport System (SAAS) requires timely access to comprehensive airport planning, engineering, architectural, and project/construction management consulting services on an as needed basis. An On-call General Engineering Consultant (GEC) provides the SAAS with a team that can provide these services to help implement capital improvement projects. The GEC will assist the Department to develop construction contract packaging to provide maximum flexibility in accommodating varying funding levels. The GEC will also centralize the management of and enhance coordination between multiple development needs and priorities on a variety of projects.

On-call services allow for the immediate execution of work as opposed to soliciting for these services on a per

project basis. The Aviation Department will utilize these professional services to expedite project delivery and completion. Consultants shall be paid only on the tasks they perform for each specific project. These professional services may be utilized as needed during the execution of aviation projects.

These GEC contracts were solicited under the Disadvantaged Business Enterprise (DBE) program, required for any federally funded projects. Several of SAAS' projects are directly dependent upon potential future Federal Aviation Administration (FAA) Airport Improvement Program (AIP) funding. The projects' timelines, as reflected in the Aviation Capital Budget, may accelerate or be extended due to actual funding levels, further requiring the need for a GEC.

A second solicitation will be released soon for GEC services under the Small Business Economic Development Advocacy Program.

#### General Engineering Consultant Solicitation

Respondents were required to assemble a multi-disciplinary team experienced with a variety of projects in a complex airport operations environment. The successful Respondent was required to demonstrate the ability and resources necessary to perform the scope of services requested.

At a minimum, the Respondent's Prime must:

- have demonstrated experience with FAA- and Passenger Facility Charge (PFC)-funded multi-year airport projects.
- have demonstrated experience managing large multi-disciplinary teams.
- propose a Project Manager who shall be assigned to manage all work under the On-Call agreement for the duration of the term of the contract.

At a minimum, the Respondent Teams (including subcontractors) must have:

- strong airport planning, engineering, architectural, construction management and administration, resident project inspection, project management, and airport operations experience.
- extensive experience working with current FAA Advisory Circulars (AC) and other guidance and regulatory documents.

The Request for Qualifications solicitation was advertised in Hart Beat as well as on the websites for the City of San Antonio, Airports Council International - North America and American Association of Airport Executives in June 2013. In addition, the solicitation announcement was made on TVSA. Three Statements of Qualifications were received on July 22, 2013. An evaluation committee comprised of representatives from the City Manager's Office, Aviation Department and Airport Advisory Commission reviewed, scored and ranked the three proposals. Scores were based on the published criteria: background, experience and qualifications of team and the project approach/management team. URS Corporation and Reynolds, Smith & Hills, Inc. were selected. Attached is a list of both firms with their teams.

#### Disadvantaged Business Enterprise

The Small Business Office of the Aviation Department has reviewed and approved the Disadvantaged Business Enterprises (DBE) Good Faith Effort Plan submitted by URS and RS&H. Both firms exceeded the DBE Goal. Additionally, the submittals included a Business Diversity Plans which included activities to be taken to ensure equal employment opportunities for all persons and institutional strategies to ensure diversity and performance of a commercially useful function. . They have also shown historical DBE utilization on previous contracts. The teams' compilations also achieves significant and meaningful diversity.

#### **ISSUE:**

City Council could elect to have the Aviation Department submit a request for qualifications for each project separately. The intent of the GECs is to allow the Aviation Department to commence with project planning quickly, especially in response to changes in project funding.

**ALTERNATIVES:**

City Council could elect to have the Aviation Department submit a request for qualifications for each project separately. The Department will utilize services under these agreements to expedite project delivery and completion. These professional services may be utilized as needed as these agreements allow consultants to commence services immediately upon the Department's recognition of the requirement. With the GEC agreements and their multi-disciplinary teams, the Department will commence with project planning quickly, addressing planning, engineering, architectural, construction management and administration, resident project inspection, and project management holistically.

**FISCAL IMPACT:**

Each of these agreements shall have a value not to exceed \$5,000,000.00 per contract term per firm. Each renewal of the respective agreements shall be for the same terms and conditions. No funds are appropriated by this action. Expenditures for these services are subject to available funding and are authorized by individual project budgets at the time work is requested or project funds are appropriated through ordinance. The City will make no minimum guarantee pertaining to the volume of work which may be expected from each consultant.

**RECOMMENDATION:**

Staff recommends approval of this Ordinance authorizing two On-Call General Engineering Consultant contracts.