

MEMORANDUM

August 20, 2024

TO: AIRPORT COMMISSIONHon. Malcolm Yeung, President
Hon. Everett A. Hewlett, Jr., Vice President
Hon. Jane Natoli
Hon. Jose F. Almanza
Hon. Mark Buell**24-0173****AUG 20 2024****FROM: Airport Director****SUBJECT: Award of Professional Services Contract No. 10401.46, Capital Program Support Services for the Capital Improvement Plan**

DIRECTOR'S RECOMMENDATION: AWARD PROFESSIONAL SERVICES CONTRACT NO. 10401.46, CAPITAL PROGRAM SUPPORT SERVICES FOR THE CAPITAL IMPROVEMENT PLAN, TO T.Y. LIN INTERNATIONAL IN THE NOT-TO-EXCEED CONTRACT AMOUNT OF \$8,000,000 FOR THE FIRST YEAR OF SERVICES AND OPTIONS TO EXTEND THE TERM FOR UP TO FIVE YEARS.

Executive Summary

The Capital Program Support Services (CPSS) contractor will provide specialized Staff augmentation for the overall management and deliverance of the Capital Improvement Plan (CIP). The scope of work for this Contract will include program-level management services, program controls, database administration, and administrative support.

Background

Since the inception of the Ascent Program Phase 1, Staff has been supported by consultant services for the oversight and reporting on the CIP. Hill International currently holds a contract for these services that will expire on November 15, 2024.

On January 16, 2024, by Resolution No. 24-0006, the Commission authorized the Airport Director to issue a Request for Proposals (RFP) for CPSS and to negotiate with the highest-ranked shortlisted proposer. Refer to Attachment A – Summary of Commission Actions for the Contract.

On March 21, 2024, the Airport received six proposals in response to the RFP. Two were disqualified from evaluation: one for not meeting the minimum qualifications and another for being incomplete.

The Airport convened a four-member selection panel, consisting of two Airport Commission employees and two members of the finance and project controls industries, to review and score responsive proposals in accordance with the criteria stated in the RFP. On May 8, 2024, the selection panel interviewed the three highest-ranked proposers, including key personnel, and thoroughly appraised their qualifications.

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Based on the results of the evaluation of the technical proposals and oral interviews, the final rankings are as follows:

	<u>Final Score</u>
1. T.Y. Lin International	927.25
2. Turner & Townsend	894.75
3. Hill International	866.25
4. STV Construction, Inc.	375.75

Given the above results, Staff recommends awarding the Contract to T.Y. Lin International. The protest period for the Contract ended on May 23, 2024, and no protest was received.

Staff negotiated the scope of services, contract terms and conditions, and fees with T.Y. Lin International for the Contract. The agreed upon not-to-exceed Contract amount for the first year of services is \$8,000,000. Since services to be performed are for a multi-year, phased program, Staff estimates that the total Contract not-to-exceed amount will be \$40,000,000 with a total Contract duration of five years. Staff may return annually to extend the Contract based on T.Y. Lin International's performance.

The City's Contract Monitoring Division (CMD) reviewed the RFP documentation, proposals, and scoring and determined that the selection process is in compliance with the requirements of San Francisco Administrative Code Chapter 14B. CMD approved a Local Business Enterprise sub-consulting participation requirement of 20% for the Contract. T.Y. Lin International has committed to meeting this requirement.

Recommendation

I recommend the Commission award Professional Services Contract No. 10401.46 for Capital Program Support Services to T.Y. Lin International in the not-to-exceed Contract amount of \$8,000,000 for the first year of services and options to extend the Contract term for up to five years.



Ivar C. Satero
Airport Director

Prepared by: Judi Mosqueda
Chief Development Officer
Design & Construction

Attachments

ATTACHMENT A
SUMMARY OF COMMISSION ACTIONS
August 20, 2024

Contract No.: 10401.46, Capital Program Support Services for the Capital Improvement Plan

Consultant: T.Y. Lin International

Award of Contract

Date	Modification No.	Resolution No.	Description	Scope	Amount
1/16/2024	-	24-0006	Issue RFP	Authorization to Issue Request for Proposals	\$8,000,000

Authorized Contract Amount to Date **\$8,000,000**

Award of Contract **\$0**

Proposed Contract Not-To-Exceed Amount **\$8,000,000**