



San Francisco International Airport

MEMORANDUM

June 16, 2016

TO: AIRPORT COMMISSION
Hon. Larry Mazzola, President
Hon. Linda S. Crayton, Vice President
Hon. Eleanor Johns
Hon. Richard J. Guggenlime
Hon. Peter A. Stern

16-0181

JUN 16 2016

FROM: Airport Director

SUBJECT: Award Contract No. 50085 to FSP PPM Management, LLC to Manage and Staff the Curbside Management Program at San Francisco International Airport

DIRECTOR'S RECOMMENDATION: ADOPT RESOLUTION AWARDDING PROFESSIONAL SERVICES CONTRACT NO. 50085 TO FSP PPM MANAGEMENT, LLC TO MANAGE AND STAFF THE CURBSIDE MANAGEMENT PROGRAM IN AN AMOUNT NOT TO EXCEED \$19,522,294 FOR A PERIOD OF FOUR YEARS EFFECTIVE JULY 1, 2016 WITH ONE (1) ONE-YEAR RENEWAL OPTION EXERCISABLE AT THE SOLE DISCRETION OF THE COMMISSION.

Executive Summary

The Airport requests Commission approval to award Professional Services Contract No. 50085 to the highest ranked proposer, FSP PPM Management, LLC (FSP PPM) to manage and staff the Curbside Management Program at the San Francisco International Airport for a period of four (4) years effective July 1, 2016 in an amount not to exceed \$19,522,294. In addition, the contract shall have one (1) one-year renewal option, which the Commission may exercise at its sole discretion. The contract will replace the existing Contract No. 8994, which is due to expire June 30, 2016.

Background

On December 22, 2016, the Commission approved Resolution No. 15-0269 authorizing Airport staff to issue a Request for Proposals (RFP) for a contractor to manage and staff the Airport's Curbside Management Program and enter into contract negotiations with the highest scoring proposer for a four-year agreement effective July 1, 2016 with one (1) one-year renewal option exercisable at the Commission's sole discretion.

THIS PRINT COVERS CALENDAR ITEM NO. 4

AIRPORT COMMISSION CITY AND COUNTY OF SAN FRANCISCO

EDWIN M. LEE MAYOR LARRY MAZZOLA PRESIDENT LINDA S. CRAYTON VICE PRESIDENT ELEANOR JOHNS RICHARD J. GUGGENHIME PETER A. STERN JOHN L. MARTIN AIRPORT DIRECTOR

Two proposals were received in response to the RFP and both were deemed responsive and met the minimum qualifications. This contract is subject to Federal Regulations for non-discrimination in contracting; therefore, the Contract Monitoring Division's Local Business Enterprise discounts and subcontracting requirements are not applicable. Staff convened a Selection Committee, consisting of two Airport Commission employees and two members from the SFMTA, to review and score the proposals. Based on the Committee's review, the firms were scored as follows:


<u>Proposer</u>	<u>Score</u>
FSP PPM Management, LLC	394.00
SP Plus Airport Services	338.25

The scope of work for this contract includes curbside management, staging lot monitoring, taxi dispatching, and taxi Smart A-Card management and janitorial services at the staging lots. The contract term will be effective July 1, 2016 for a period of four (4) years ending June 30, 2020, in an amount not-to-exceed \$19,522,294 with one (1) one-year renewal option exercisable at the sole discretion of the Commission.

As the contract exceeds \$10,000,000, pending Commission authorization, the Airport will request the Board of Supervisors to approve this contract as required by San Francisco Charter Section 9.118(b).

Recommendation

I recommend that this Commission award Professional Services Contract No. 50085 to FSP PPM Management, LLC, to staff and manage the Curbside Management Program at San Francisco International for a period of four years effective July 1, 2016 in an amount not to exceed \$19,522,294 with one (1) one-year renewal option exercisable at the sole discretion of the Commission.


for John L. Martin
Airport Director

Prepared by: Jeff Littlefield
Deputy Airport Director
Operations and Security

Attachment