

1 [Airport Professional Services Agreement - SFO Hotel Shuttle, Inc. - Airport Shuttle Bus  
2 Services - Not to Exceed \$72,612,418]

3 **Resolution approving a Professional Services Agreement for Airport Contract No.**  
4 **50303 to provide shuttle bus services at the San Francisco International Airport**  
5 **(Airport), between SFO Hotel Shuttle, Inc., and the City and County of San Francisco,**  
6 **acting by and through its Airport Commission, in an amount not to exceed \$72,612,418**  
7 **for a period of five years to commence upon Board of Supervisors approval, pursuant**  
8 **to Charter, Section 9.118(b).**

9

10 WHEREAS, The Airport wishes to continue to provide scheduled shuttle bus service  
11 at the Airport for air passengers and Airport employees, serving the Airport campus, long-  
12 term parking lots, and other locations; and

13 WHEREAS, The existing contract with SFO Hotel Shuttle, Inc. will expire on  
14 December 31, 2022; and

15 WHEREAS, In addition to current shuttle bus service, which includes two regular  
16 routes from terminals to remote parking and which is free to employees and members of  
17 the public, the proposed contract includes the option for the Airport to expand service by  
18 adding services and routes, including new routes connecting the Airport to other locations  
19 in the San Francisco Bay region for which the operator would collect passenger fares on  
20 behalf of the Airport; and

21 WHEREAS, On December 21, 2021, by Resolution No. 21-0245, the Airport  
22 Commission authorized issuance of a Request for Proposals (RFP) for Shuttle Bus  
23 Services for San Francisco International Airport, as well as entry into contract negotiations  
24 with the highest-ranking firm; and

25 WHEREAS, On April 20, 2022, the Airport received four proposals, all of which were

1 deemed responsive to the RFP; and

2 WHEREAS, A three-member evaluation panel reviewed and scored the proposals  
3 and interviewed the proposers; and

4 WHEREAS, Based on the scoring of the proposals, interviews, and cost proposals  
5 according to the terms of the RFP, SFO Hotel Shuttle, Inc., was evaluated to be the  
6 highest-ranked proposer and meets all of the requirements to be awarded this contract; and

7 WHEREAS, Airport Staff successfully negotiated the scope of services, contract  
8 terms and conditions, and the contract price elements with SFO Hotel Shuttle, Inc., and  
9 recommends that it be awarded this contract; and

10 WHEREAS, On September 6, 2022, pursuant to Resolution No. 22-0136, the Airport  
11 Commission awarded the Professional Services Agreement, to provide airport shuttle bus  
12 services to SFO Hotel Shuttle, Inc., for a five-year term, in a not to exceed amount of  
13 \$72,612,418; and

14 WHEREAS, If approved, the Airport will terminate the current Contract to be  
15 effective concurrently with the effective date for the new Contract, to avoid any overlap in  
16 service.

17 WHEREAS, San Francisco Charter, Section 9.118(b), provides that the agreements  
18 entered into by the Airport Commission requiring anticipated expenditures by the City and  
19 County in excess of ten million dollars are subject to approval by the Board of Supervisors by  
20 Resolution; and

21 WHEREAS, The original contract is on file with the Clerk of the Board of Supervisors in  
22 File No. 220989, which is hereby declared to be a part of this Resolution as if set forth fully  
23 herein; now, therefore, be it

24 RESOLVED, That the Board of Supervisors hereby approves the Professional Services  
25 Agreement for Airport Contract No. 50303 to provide airport shuttle bus services between

1 SFO Hotel Shuttle, Inc. and the City and County of San Francisco, acting by and through its  
2 Airport Commission, for a five-year term, at a not to exceed amount of \$72,612,418; copies of  
3 which are contained in Board of Supervisors' File No. 220989; and, be it

4 FURTHER RESOLVED, That within thirty (30) days of the contract being fully executed  
5 by all parties, the Airport Commission shall provide the final contract to the Clerk of the Board  
6 for inclusion into the official file.

7  
8  
9  
10  
11  
12  
13  
14  
15  
16  
17  
18  
19  
20  
21  
22  
23  
24  
25