



**MEMORANDUM**

August 15, 2017

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

17-0188

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FROM: Airport Director

SUBJECT: Adoption of Final Negative Declaration and Related California Environmental Quality Act Findings for the Courtyard 3 Connector Project; Determination to Proceed with the Courtyard 3 Connector Project; Adoption of Improvement Measure I-TR—Coordinated Construction Traffic Control Plan; and Authorization to Issue a Request for Qualifications/Proposals for Professional Services Contract No. 10072.41, Project Management Support Services

DIRECTOR'S RECOMMENDATION: ADOPT THE FINAL NEGATIVE DECLARATION AND RELATED CALIFORNIA ENVIRONMENTAL QUALITY ACT FINDINGS FOR THE COURTYARD 3 CONNECTOR PROJECT; DETERMINE TO PROCEED WITH THE COURTYARD 3 CONNECTOR PROJECT; ADOPT IMPROVEMENT MEASURE I-TR—COORDINATED CONSTRUCTION TRAFFIC CONTROL PLAN; AND AUTHORIZE THE DIRECTOR TO ISSUE A REQUEST FOR QUALIFICATIONS/PROPOSALS FOR PROFESSIONAL SERVICES CONTRACT NO. 10072.41, PROJECT MANAGEMENT SUPPORT SERVICES FOR THE COURTYARD 3 CONNECTOR PROJECT.

**Executive Summary**

Transmitted herewith for your approval is a proposed Resolution adopting the Final Negative Declaration for the Courtyard 3 Connector Project (Project); determining to proceed with the Project; and adopting Improvement Measure I-TR—Coordinated Construction Traffic Control Plan described in the Final Negative Declaration. Also transmitted herewith for your approval is a proposed Resolution authorizing the Director to issue a Request for Qualifications/Proposals (RFQ/RFP) for Professional Services Contract No. 10072.41, Project Management Support Services (PMSS) for the Project.

The Project will include design and construction of a new pre security and post security connector between Terminal 2 (T2) and Terminal 3 (T3), as well as an adjacent building for office space, tenant lease space, passenger amenities and lounges.

The PMSS consultant (Consultant) will provide overall management expertise and oversight of the Project, including design and construction management services, project controls, contract administration, cost estimating services and field inspection.

### **Background**

The Airport proposes to construct a new secure connector between T2 and T3 to provide greater flexibility for airline gate use, to improve overall passenger experience, and to create additional areas to meet airline and Airport operational needs.

The Airport also proposes to develop a new approximately 91,000 square foot building. The building, constructed on piers above both Courtyard 3 and a two-story portion of T2, would include a new post security walkway between T2 and T3, and four levels of office space. The new building would free valuable space in the International Terminal Building for new lease space resulting in additional revenue generation.

The Consultant will provide overall management expertise and oversight. Additionally, the Consultant would provide design and construction management services, project controls and reporting, scheduling, contract administration, cost estimating services and field inspection.

### **Environmental Review**

In accordance with the California Environmental Quality Act (California Public Resources Code Section 21000 *et seq.* (CEQA); the State CEQA Guidelines (14 Cal.Code Regs. Section 15000 *et seq.*); and Chapter 31 of the San Francisco Administrative Code, the San Francisco Planning Department, Environmental Planning Division (Planning Department) prepared a Preliminary Negative Declaration, dated May 24, 2017, which was thereafter amended in response to a comment letter received from the Native American Heritage Commission during the public review period. The Final Negative Declaration issued by the Planning Department (Planning Department File No. 2016-000857ENV) and dated July 28, 2017 (see Attachment 2) includes the comment letter and written response from the Planning Department. Through the Final Negative Declaration analysis, the Planning Department determined that the Project could not have a significant effect on the environment.

The Project will be designed within the scope and scale analyzed in the final negative declaration. While no mitigation measures were identified or determined to be necessary, the Final Negative Declaration recommends implementation of a Transportation Improvement Measure (Improvement Measure I-TR—Coordinated Construction Traffic Control Plan) that includes specified traffic control measures to address traffic flows on roadways that would be affected by the Project and other construction at the Airport. Staff recommends that the Commission adopt Improvement Measure I-TR.

### **Request for Qualifications/Proposals**

The RFQ/RFP for PMSS will contain minimum qualifications requirements appropriate for the anticipated size and complexity of the proposed scope. Upon determining which proposals meet the minimum qualifications, Staff will convene a Selection Panel to review and score the technical content of the proposals. The Airport will then shortlist up to four of the highest-ranked teams for interviews scored by the Selection Panel. Staff will perform reference checks of past clients of the proposers, and provide these to the Selection Panel for evaluation. Please see Attachment I for the proposed minimum qualifications requirements and recommended evaluation and selection criteria.

Based upon the Selection Panel's evaluation of the proposals, interviews and reference checks, Staff will negotiate with the highest-ranked proposers in successive order until negotiations are successful with one of the qualified proposers. Following successful negotiations, Staff will prepare for the Commission's consideration a recommendation to award a contract to the successful proposer.

The duration of the Contract is 40 months with an estimated cost of \$13,000,000.

The City's Contract Monitoring Division has approved a 21% Local Business Enterprise subcontracting participation requirement for this Contract.

### **Recommendation**

Based on the above, I recommend that the Commission adopt the Final Negative Declaration and related California Environmental Quality Act findings for the Courtyard 3 Connector Project; determine to proceed with the Courtyard 3 Connector Project; and adopt Improvement Measure I\_TR—Coordinated Construction Traffic Control Plan. I further recommend that the Commission authorize the Director to issue a Request for Qualifications/Proposals for Professional Services Contract No. 10072.41, Project Management Support Services for the Courtyard 3 Connector Project, and authorize the Director to negotiate with the highest-ranked proposers in successive order until negotiations are successful with one of the qualified proposers.



Ivar E. Satero  
Airport Director

Prepared by: Geoffrey W. Neumayr  
Chief Development Officer  
Planning, Design & Construction

Attachments

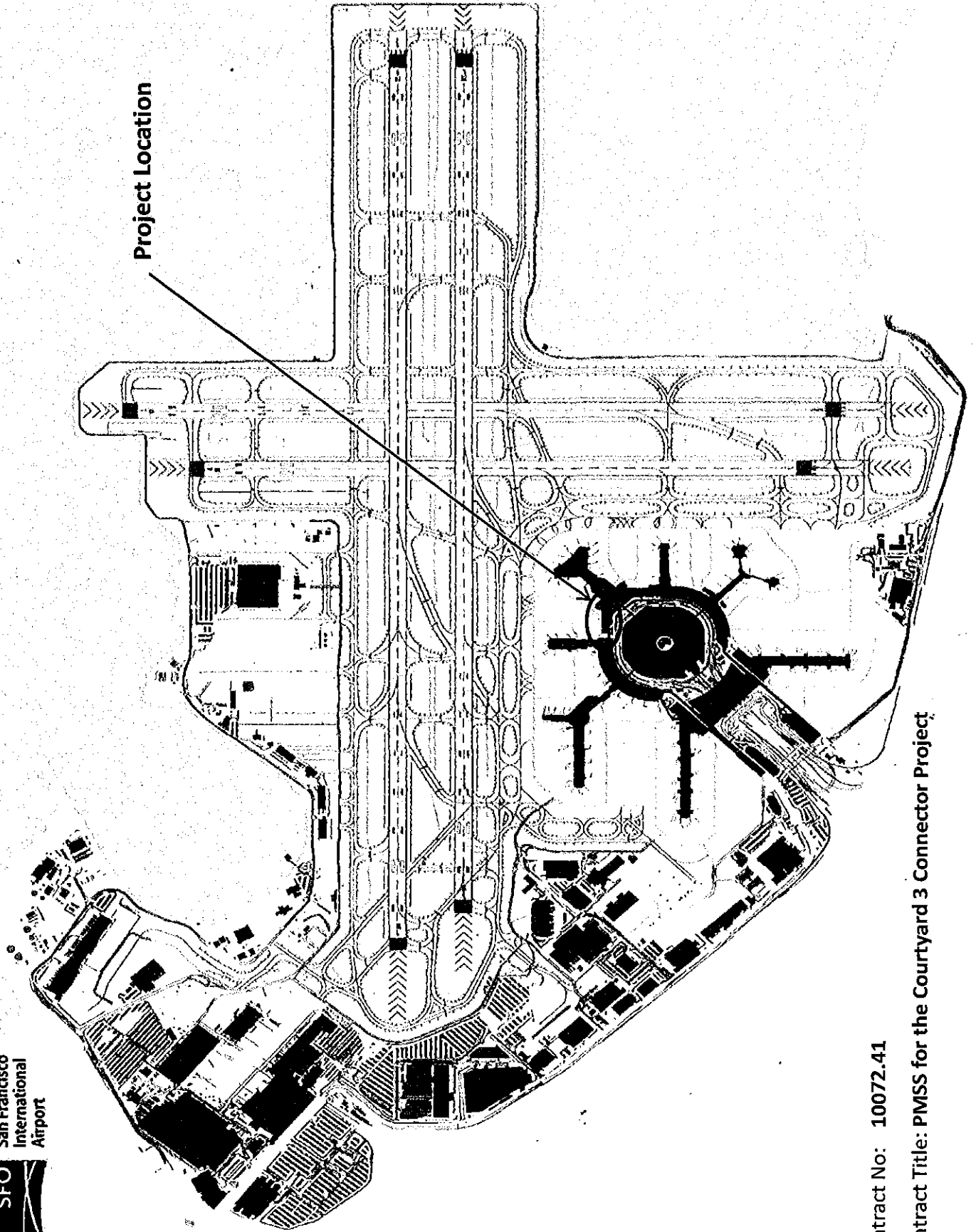
Attachment I

<b>PROPOSED MINIMUM QUALIFICATIONS REQUIREMENTS</b>	
<b>Project:</b>	Contract No. 10072.41 - Project Management Support Services (PMSS) for the Courtyard 3 Connector Project
<b>Minimum Qualification Requirements</b>	<p>In the past ten (10) years, Proposer or any team member have:</p> <ol style="list-style-type: none"> <li>1. Managed a public sector project that included the implementation of Partnering and Stakeholder Engagement services.</li> <li>2. Provided programming, design, construction, activation and closeout management services for at least one (1) airport construction project, valued at one-hundred million dollars (\$100,000,000) or more, during live operations within an airport terminal or boarding area using the Design-Build project delivery method, Progressive Guaranteed Maximum Price, Cost Forecasting, and Trade Bid Packages.</li> <li>3. Provided specialized management services of mechanical, electrical and plumbing systems, airport special systems, and airfield and aircraft systems during all phases of an Airport construction project.</li> <li>4. Coordinated activities with designers and contractors on a project that successfully achieved a rating of at least Gold under the United States Green Building Council's Leadership in Energy and Environmental Design (LEED®) and have at least one (1) team member who is a LEED® AP BD+C.</li> <li>5. Operated each of the following tools: an electronic document management system, AutoCAD, and Revit.</li> </ol>

<b>RECOMMENDED EVALUATION AND SELECTION CRITERIA</b>	
<b>Criteria</b>	<b>Scoring Weight</b>
Introduction and Executive Summary	0
Proposers Experience and Qualifications	80
Proposed Key Project Personnel	120
Project Approach	100
Oral Interview	250
<b>Total Possible Points</b>	<b>550</b>



San Francisco  
International  
Airport



Contract No: 10072.41

Contract Title: PMSS for the Courtyard 3 Connector Project