



**SAN DIEGO COUNTY
REGIONAL AIRPORT AUTHORITY
STAFF REPORT**

**Item No.
12**

Meeting Date: **NOVEMBER 1, 2012**

Subject:

Approve and Authorize the President/CEO to Execute Two On-Call Airport Terminal and Building Architectural and Engineering Consultant Services Agreements

Recommendation:

Adopt Resolution No. 2012-0122, approving and authorizing the President/CEO to execute an On-Call Airport Terminal and Building Architectural and Engineering Consultant Services Agreement with Westgroup Designs, Inc., in an amount not-to-exceed \$5,000,000, for a term of three years, with the option for two one-year extensions at the sole discretion of the President/CEO in support of the Capital Improvement and Major Maintenance Programs, at San Diego International Airport.

Adopt Resolution No. 2012-0123, approving and authorizing the President/CEO to execute an On-Call Airport Terminal and Building Architectural and Engineering Consultant Services Agreement with RJC Architects, Inc., in an amount not-to-exceed \$5,000,000, for a term of three years, with the option for two one-year extensions at the sole discretion of the President/CEO, in support of the Capital Improvement and Major Maintenance Programs at San Diego International Airport.

Background/Justification:

Historically, the San Diego County Regional Airport Authority ("Authority") maintains and improves facilities and infrastructure at San Diego International Airport through its Capital Improvement and Major Maintenance Programs. Engineering and architectural design services through these programs are provided by on-call consultant agreements. These consultants are selected utilizing a qualification-based selection process.

On May 24, 2012, a Request for Qualifications ("RFQ") was issued to obtain Statements of Qualifications ("SOQs") from qualified firms to provide On-Call Airport Terminal and Building Architectural and Engineering Consultant Services for the Authority. These service agreements will support the Authority's on-going Capital Improvement and Major Maintenance Program, on an as-needed basis, to provide terminal and building design services required for these programs.

On June 20, 2012, the Authority received seventeen SOQs from prospective consultant firms. A Selection Panel ("Panel") was established and comprised of key Authority Facilities Development Department Program and Project Managers who will be directly utilizing the services of these on-call consultant agreements.

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The Panel conducted a thorough review of the SOQs and determined that six firms were uniquely qualified to perform the requested on-call services.

The SOQ Scoring Criteria used to short-list qualified firms was based on the Project Manager's qualifications, project team qualifications and experience, Consultant's organizational structure, Consultant's proposed work plan and approach methodology, and small business participation.

The Panel subsequently interviewed and ranked the six short-listed firms as follows:

- 1) Westgroup Design, Inc.
- 2) RJC Architects, Inc.
- 3) Leo A Daly
- 4) GPA Architects, Inc.
- 5) Carrier Johnson
- 6) Fentress Architects

The Evaluation Criteria used to rank the qualified short-listed firms was based on the Project Manager's qualifications, Project team qualifications and experience, Consultant's organizational structure, and Consultant's proposed work plan and approach methodology.

Evaluation Criteria	Total Combined Possible Points	Westgroup Designs, Inc.	RJC Architects, Inc.	Leo A Daly	GPA Architects, Inc.	Carrier Johnson	Fentress Architects
1. Project Manager	1000	880	800	660	680	660	560
2. Project Team and Experience	1500	1170	1260	1020	1020	1020	990
3. Organizational Structure	1000	760	700	640	600	680	640
4. Proposed Work Plan and Approach	1500	1140	1170	1080	930	900	840
Subtotal	5000	3950	3930	3400	3230	3260	3030
Panels Total Combined Scores							
Final Rank		1*	2*	3	4*	5	6
*Indicates Small Business							

The top two firms selected by the Panel were Westgroup Designs, Inc. ("Westgroup Designs") and RJC Architects, Inc. ("RJC Architects"). A brief background of each firm is provided:

1. Westgroup Designs, Inc.

Westgroup Designs is a certified small/ woman owned business, southern California based architectural firm. Westgroup Designs provides nationally and internationally awarded services in planning, architecture and interior design with over 200 local public projects completed to date. Westgroup Designs size makes them big enough to handle all projects contemplated by this RFQ, yet small enough to give principal level responsiveness to each and every project. Westgroup Designs team has extensive experience on projects with airports such as San Diego International Airport (SAN), Los Angeles International Airport (LAX), and Denver International airport (DIA).

2. RJC Architects, Inc.

RJC Architects is a certified small business, San Diego based architectural firm founded in 1991. RJC Architects has completed more than 300 projects with total construction value exceeding \$1.5 billion, and have garnered more than 40 design awards in architecture, campus planning, historic preservation, adaptive reuse, landscape architecture, space planning, and interior design. RJC Architects has worked with the Authority on several projects as an on-call A/E consultant in the past. Recently RJC Architects has been the architect for five of California's largest construction projects that include the largest LEED Platinum and Gold structures in the region.

In order to enter into an On-Call Terminal and Building Architectural and Engineering Consultant Services Agreement with the two top ranked firms, Authority Staff ("Staff") will negotiate the scope of work and billing rates with the firms. If Staff cannot reach an agreement with one or more of the firms, Staff will then enter into negotiations with the next ranked firm(s). Under the proposed resolution the President/CEO would then have the authority to award an agreement to the next ranked firm(s) and establish agreement with that firm(s).

Fiscal Impact:

The Authority's Capital Improvement Program ("CIP") budget utilizes various sources of funding including, but not limited to, Federal Entitlement and Discretionary Grants, Passenger Facility Charges, Commercial Paper, and General Airport Revenue Bonds. Adequate funds for these agreements are included within the approved projects of the FY13-FY17 CIP budget

Authority Strategies:

This item supports one or more of the Authority Strategies, as follows:

- Community Strategy
 Customer Strategy
 Employee Strategy
 Financial Strategy
 Operations Strategy

Environmental Review:

- A. This Board action is not a project that would have a significant effect on the environment as defined by the California Environmental Quality Act (CEQA), as amended. 14 Cal. Code Regs. §15378. This Board action is not a "project" subject to CEQA, Pub. Res. Code §21065.

- B. California Coastal Act Review: This Board action is not a "development" as defined by the California Coastal Act. Cal. Pub. Res. Code §30106.

Equal Opportunity Program:

The Authority's small business program promotes the utilization of small, local, disadvantaged, and other business enterprises, on all contracts, to provide equal opportunity for qualified firms. By providing education programs, making resources available, and communicating through effective outreach, the Authority strives for diversity in all contracting opportunities.

The Authority has a Disadvantaged Business Enterprise ("DBE") Plan as required by the Department of Transportation, 49 CFR Part 26. The DBE Plan calls for the Authority to submit an annual overall goal for DBE participation on all federally funded projects.

This project utilizes federal funds; therefore, it will be applied toward the Authority's overall DBE goal.

Work on this contract performed by Westgroup Designs, a certified Disadvantaged Business Enterprise firm, will be applied towards the Authority's DBE program.

Prepared by:

IRAJ GHAEMI
DIRECTOR, FACILITIES DEVELOPMENT

RESOLUTION NO. 2012-0122

A RESOLUTION OF THE BOARD OF THE SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY APPROVING AND AUTHORIZING THE PRESIDENT/CEO TO EXECUTE AN ON-CALL AIRPORT TERMINAL AND BUILDING ARCHITECTURAL AND ENGINEERING CONSULTANT SERVICES AGREEMENT, WITH WESTGROUP DESIGNS, INC., IN AN AMOUNT NOT-TO-EXCEED \$5,000,000, FOR A TERM OF THREE YEARS, WITH THE OPTION FOR TWO ONE-YEAR EXTENSIONS AT THE SOLE DISCRETION OF THE PRESIDENT/CEO, IN SUPPORT OF THE CAPITAL IMPROVEMENT AND MAJOR MAINTENANCE PROGRAMS AT SAN DIEGO INTERNATIONAL AIRPORT

WHEREAS, historically, the San Diego County Regional Airport Authority ("Authority") maintains and improves facilities and infrastructure at San Diego International Airport through its Capital Improvement and Major Maintenance Programs; and

WHEREAS, engineering and architectural design services through these programs are provided by on-call consultant agreements. These consultants are selected utilizing a qualification based selection process; and

WHEREAS, on May 24, 2012, a Request for Qualifications ("RFQ") was issued to obtain Statements of Qualifications ("SOQ") from qualified firms to provide On-Call Airport Terminal and Building Architectural and Engineering Consultant Services for the Authority; and

WHEREAS, these service agreements will support the Authority's on-going Capital Improvement and Major Maintenance Programs, on an as-needed basis, to provide terminal and building design services required for these programs; and

WHEREAS, on June 20, 2012, the Authority received seventeen SOQs from prospective consultant firms; and

WHEREAS, a Selection Panel ("Panel") was established and comprised of key Authority Facilities Development Department Program and Project Managers who will be directly utilizing the services of these on-call consultant agreements; and

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WHEREAS, the Panel conducted a thorough review of the SOQs and determined that six firms were uniquely qualified to perform the requested on-call services; and

WHEREAS, the SOQ Scoring Criteria used to short-list qualified firms was based on the Project Manager's qualifications, project team's qualifications, and experience, consultant's organizational structure, consultant's proposed work plan and approach methodology, and small business participation; and

WHEREAS, the Panel interviewed and ranked the six short-listed firms; and

WHEREAS, the Evaluation Criteria used to rank the qualified short-listed firms was based on the Project Manager's qualifications, project team's qualifications and experience, consultant's organizational structure, and Consultant's proposed work plan and approach methodology; and

WHEREAS, the top two firms selected by the Panel were Westgroup Designs, Inc. and RJC Architects, Inc.; and

WHEREAS, in order to enter into On-Call Airport Terminal and Building Architectural and Engineering Consultant Services Agreement with the top ranked firm, Authority Staff ("Staff") will negotiate the scope of work and billing rates; and

WHEREAS, if Staff cannot reach an agreement with one or both of the top ranked firm, Staff will then enter into negotiations with the next ranked firm(s) and establish agreement(s) with those firm(s).

NOW, THEREFORE, BE IT RESOLVED that the Board hereby AUTHORIZES the President/CEO to execute an On-Call Airport Terminal and Building Architectural and Engineering Consultant Services Agreement, with Westgroup Designs, Inc., in an amount not-to-exceed \$5,000,000, for a term of three years, with the option for two one-year extensions at the sole discretion of the President/CEO, in support of the Capital Improvement and Major Maintenance Programs at San Diego International Airport.

BE IT FURTHER RESOLVED that the Authority and its officers, employees, and agents hereby are authorized, empowered, and directed to do and perform all such acts as may be necessary or appropriate in order to effectuate the foregoing resolutions; and

BE IT FURTHER RESOLVED that the Board FINDS that this Board action, as an administration action, is not a "project" that would have a significant effect on the environment as defined by the California Environmental Quality Act (CEQA); as amended, 14 Cal. Code Regs. §15378; and this Board action is not a "project" subject to CEQA. Pub. Res. Code §21065, and is not a "development" as defined by the California Coastal Act Pub. Res. Code §30106.

PASSED, ADOPTED, AND APPROVED by the Board of the San Diego County Regional Airport Authority at a regular meeting this 1st day of November, 2012, by the following vote:

AYES: Board Members:

NOES: Board Members:

ABSENT: Board Members:

ATTEST:

TONY R. RUSSELL
DIRECTOR, CORPORATE SERVICES/
AUTHORITY CLERK

APPROVED AS TO FORM:

BRETON K. LOBNER
GENERAL COUNSEL

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RESOLUTION NO. 2012-0123

A RESOLUTION OF THE BOARD OF THE SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY APPROVING AND AUTHORIZING THE PRESIDENT/CEO TO EXECUTE AN ON-CALL AIRPORT TERMINAL AND BUILDING ARCHITECTURAL AND ENGINEERING CONSULTANT SERVICES AGREEMENT, WITH RJC ARCHITECTS, INC., IN AN AMOUNT NOT-TO-EXCEED \$5,000,000, FOR A TERM OF THREE YEARS, WITH THE OPTION FOR TWO ONE-YEAR EXTENSIONS AT THE SOLE DISCRETION OF THE PRESIDENT/CEO, IN SUPPORT OF THE CAPITAL IMPROVEMENT AND MAJOR MAINTENANCE PROGRAMS AT SAN DIEGO INTERNATIONAL AIRPORT

WHEREAS, historically, the San Diego County Regional Airport Authority ("Authority") maintains and improves facilities and infrastructure at San Diego International Airport through its Capital Improvement and Major Maintenance Programs; and

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WHEREAS, on May 24, 2012, a Request for Qualifications ("RFQ") was issued to obtain Statements of Qualifications ("SOQs") from qualified firms to provide On-Call Airport Terminal and Building Architectural and Engineering Consultant Services for the Authority; and

WHEREAS, these service agreements will support the Authority's on-going Capital Improvement and Major Maintenance Programs, on an as-needed basis, to provide terminal and building design services required for these programs; and

WHEREAS, on June 20, 2012, the Authority received seventeen SOQs from prospective consultant firms; and

WHEREAS, a Selection Panel ("Panel") was established and comprised of key Authority Facilities Development Department Program and Project Managers, who will be directly utilizing the services of these on-call consultant agreements; and

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WHEREAS, the Panel conducted a thorough review of the SOQs and determined that six firms were uniquely qualified to perform the requested on-call services; and

WHEREAS, the SOQ Scoring Criteria used to short-list qualified firms was based on the Project Manager's qualifications, project team's qualifications and experience, consultant's organizational structure, consultant's proposed work plan and approach methodology, and small business participation; and

WHEREAS, the Panel interviewed and ranked the six short-listed firms; and

WHEREAS, the Evaluation Criteria used to rank the qualified short-listed firms was based on the Project Manager's qualifications, project team's qualifications and experience, consultant's organizational structure, and consultant's proposed work plan and approach methodology; and

WHEREAS, the top two firms selected by the Panel were Westgroup Designs, Inc. and RJC Architects, Inc.; and

WHEREAS, in order to enter into On-Call Airport Terminal and Building Architectural and Engineering Consultant Services Agreement with the top ranked firm, Authority Staff ("Staff") will negotiate the scope of work and billing rates; and

WHEREAS, if Staff cannot reach an agreement with one or both of the the top ranked firms, Staff will then enter into negotiations with the next ranked firm(s) and establish agreement(s) with those firm(s).

NOW, THEREFORE, BE IT RESOLVED that the Board hereby AUTHORIZES the President/CEO to execute an On-Call Airport Terminal and Building Architectural and Engineering Consultant Services Agreement with RJC Architects, Inc., in an amount not-to-exceed \$5,000,000, for a term of three years, with the option for two one-year extensions at the sole discretion of the President/CEO, in support of the Capital Improvement and Major Maintenance Programs at San Diego International Airport.

BE IT FURTHER RESOLVED that the Authority and its officers, employees, and agents hereby are authorized, empowered, and directed to do and perform all such acts as may be necessary or appropriate in order to effectuate the foregoing resolutions; and

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BE IT FURTHER RESOLVED that the Board FINDS that this Board action, as an administration action, is not a "project" that would have a significant effect on the environment as defined by the California Environmental Quality Act (CEQA); as amended, 14 Cal. Code Regs. §15378; and this Board action is not a "project" subject to CEQA. Pub. Res. Code §21065, and is not a "development" as defined by the California Coastal Act Pub. Res. Code §30106.

PASSED, ADOPTED, AND APPROVED by the Board of the San Diego County Regional Airport Authority at a regular meeting this 1st day of November, 2012, by the following vote:

AYES: Board Members:

NOES: Board Members:

ABSENT: Board Members:

ATTEST:

TONY R. RUSSELL
DIRECTOR, CORPORATE SERVICES/
AUTHORITY CLERK

APPROVED AS TO FORM:

BRETON K. LOBNER
GENERAL COUNSEL

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