



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

Item No.  
**15**

Meeting Date: **OCTOBER 7, 2010**

**Subject:**

**Authorize the President/CEO to Award a Contract to Ricondo & Associates to Provide On-Call Airport Planning Services**

**Recommendation:**

Adopt Resolution No. 2010-0011, authorizing the President/CEO to award an on-call contract with Ricondo & Associates for three (3) years, in an amount not-to-exceed \$2,500,000, to provide professional consulting services supporting a variety of programs, projects and initiatives in the Airport Planning Department, and throughout the Authority.

**Background/Justification:**

The Authority issued a Request for Proposal for On-Call Airport Planning Services on May, 5, 2010. Notice of the business opportunity was advertised in the San Diego Daily Transcript, and on the Authority's Website. A pre-submittal non-mandatory web conference was held on May 13, 2010 to respond to questions from potential respondents. The responses to questions were posted as an addendum to the RFP. The solicitation closed on June 3, 2010.

The On-Call Airport Planning Services contract provides needed on-call technical airport planning consultant services. Below are examples of subject areas and tasks that may be requested under this contract:

Ground access: Prepare a bus circulation plan for the Consolidated Rental Car Facility (CONRAC).

Terminal planning: Develop passenger education strategies to enhance throughput at TSA Checkpoint 6 in Terminal 2 West.

Airfield planning: Analyze the potential impact to the airline fleet mix by further displacing a runway threshold.

Airport support functions: Determine the useful life of the Fuel Farm tanks in their current location.

Environmental services: Collect and gather background documents for a potential upcoming Environmental Impact Report (EIR).

The contract term would be for no more than three (3) years.

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The Evaluation Panel consisted of staff from Airport Planning, Environmental Affairs and Real Estate Management Departments. The Authority received six proposals in response to the RFP.

Four firms were invited to interview on July 7, 2010. The respondents were asked to provide responses to a specific list of questions, prepared by the panel, which targeted the evaluation criteria presented:

- Organizational Experience & Skills (10%)
- Primary Staff (25%)
- Work Plan (5%)
- Compensation/Fees (15%)
- Interview/Presentation (40%)
- Small Business Preference (5%)

The panelist's unanimous final ranking is presented below:

1. Ricondo & Associates
2. HNTB
3. URS
4. Arup

The Ricondo & Associates Team was given the highest score by the panel. The panel agreed that the Ricondo & Associates team had the widest breadth of knowledge on issues related to the anticipated tasks, as well as a local office in San Diego County which will allow for quick response times, the ability to effectively use the subconsultants' talents, and a clear project management reporting structure.

Therefore, the panel rated Ricondo & Associates highest for meeting the goals and objectives in the RFP.

### **Fiscal Impact:**

The anticipated budget is \$2,500,000 for the Ricondo & Associates contract, for a term of no more than three (3) years. Funding is included in the Authority's FY11 budget for the first year of this contract. Funding for the second and third years is anticipated to be available in the FY12 and FY13 budgets.

### **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. Section 15378. This Board action is not a "project" subject to CEQA. Pub. Res. Code Section 21065.

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

**Equal Opportunity Program:**

The Authority has a Disadvantaged Business Enterprise (DBE) Plan as required by Department of Transportation, 49 CFR Part 26. The Plan calls for the Authority to submit an annual goal for DBE participation on all federally funded projects. The Authority must use race-neutral means in its effort to meet this goal. This project does not utilize federal funds; therefore it will not be applied towards the Authority's DBE participation goal.

**Prepared by:**

ANGELA SHAFER-PAYNE  
VICE PRESIDENT, PLANNING AND OPERATIONS

RESOLUTION NO. 2010-0111

A RESOLUTION OF THE BOARD OF THE SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY AUTHORIZING THE PRESIDENT/CEO TO AWARD AN ON-CALL CONTRACT WITH RICONDO & ASSOCIATES FOR THREE (3) YEARS, IN AN AMOUNT NOT-TO-EXCEED \$2,500,000 TO PROVIDE PROFESSIONAL CONSULTING SERVICES SUPPORTING A VARIETY OF PROGRAMS, PROJECTS AND INITIATIVES IN THE AIRPORT PLANNING DEPARTMENT, AND THROUGHOUT THE AUTHORITY

WHEREAS, the Airport Authority requires on-call technical airport planning consulting services in support of various airport planning and development programs; and

WHEREAS, examples of tasks that may be requested under this contract are analyses of ground access, terminal planning, airfield planning and airport support functions, as well as environmental services that may be required; and

WHEREAS, a Request for Proposal was advertised in the San Diego Daily Transcript and on the Authority's Website on May, 5 2010; and

WHEREAS, a competitive solicitation process was facilitated by the Procurement Department with evaluation panel members representing Airport Planning, Environmental Affairs and Real Estate Management Departments; and WHEREAS, upon completion of the competitive solicitation process the panel determined that Ricondo & Associates is the top ranking firm and the best suited to respond to the anticipated tasks in this solicitation.

NOW, THEREFORE, BE IT RESOLVED that the Board authorizes the President/CEO to award an on-call contract with Ricondo & Associates for three (3) years, in an amount not-to-exceed \$2,500,000, to provide professional consulting services supporting a variety of programs, projects and initiatives in the Airport Planning Department, and throughout the Authority; and

BE IT FURTHER RESOLVED that the Board of San Diego County Regional Airport Authority finds that this action is not a "project" as defined by the California Environmental Quality Act (CEQA) Pub. Res. Code Section 21065; and is not a "development" as defined by the California Coastal Act Pub. Res. Code Section 30106.

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**PASSED, ADOPTED AND APPROVED** by the Board of the San Diego County Regional Airport Authority at a regular meeting this 7<sup>th</sup> day of October, 2010, by the following vote:

**AYES:** Board Members:

**NOES:** Board Members:

**ABSENT:** Board Members:

**ATTEST:**

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**TONY R. RUSSELL**  
**DIRECTOR, CORPORATE SERVICES/  
AUTHORITY CLERK**

**APPROVED AS TO FORM:**

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**BRETON K. LOBNER**  
**GENERAL COUNSEL**