

PORT OF SEATTLE
MEMORANDUM

COMMISSION AGENDA

Item No. _____ 6c

Date of Meeting _____ April 21, 2009

DATE: March 6, 2009

TO: Tay Yoshitani, Chief Executive Officer

FROM: Richard Ottele, General Manager, Aviation Facilities and Infrastructure
Bob Riley, Director, Airport Capital Improvement Program

SUBJECT: Request for authorization for the Chief Executive Officer to execute three professional services indefinite delivery indefinite quantity (IDIQ) contracts for electrical design services of upcoming electrical system capital improvement projects at Seattle-Tacoma International Airport.

SYNOPSIS

A number of capital improvement projects to improve the Airport's electrical infrastructure have been identified in the ongoing Airport capital improvement program. To improve standardization of design and provide efficient delivery of services, the Port would like to execute three contracts for design services of specifically identified electrical projects. Each design services contract will be the result of a public advertisement and competitive interview process to select a design team.

BACKGROUND

Since 1999, the Port of Seattle has completed approximately \$80 million of capital improvements to the electrical infrastructure at Seattle-Tacoma International Airport (Airport). These improvements have focused primarily on capacity enhancement and renewal and replacement of the primary distribution systems at the Airport. It is now time to focus on renewing and improving the aging secondary electrical distribution systems in the Airport terminal buildings and other facilities. As many as twenty-six necessary projects have been identified.

These projects fall into three groups of broadly similar scope: low voltage systems projects, medium voltage systems projects, and emergency systems projects. In order to ensure that these electrical systems will be properly integrated and work well together, as well as ensure an efficient and timely delivery of design services, it is desirable to retain one design team for each grouping of projects.

Each design services contract will be the result of a public advertisement and competitive interview process to select a design team. The estimated not-to-exceed cost for the low voltage

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systems contract is \$2,800,000, the medium voltage systems contract is \$800,000, and the emergency systems contract is \$1,600,000, for a total of \$5,200,000. This authorization will only authorize the Port to execute the contracts. A service directive will be issued for each project authorizing the consultant to perform specified scope of work only after staff has received authorization for the project in accordance with Resolution 3605 and EX-2.

PROJECT DESCRIPTION/SCOPE OF WORK

Prepare three Indefinite Quantity Indefinite Delivery (IDIQ) type contracts for identified electrical improvement projects for the Airport. Each contract will complete a public advertisement and competitive interview process. For each contract, work would be authorized through separate service directives after a project listed in the contract has received its design authorization.

Each contract will have a separate Request for Qualifications (RFQ) prepared and advertised sequentially. One RFQ (080034) has already been advertised subsequent to notification to the Port Commission dated November 14, 2008. Each RFQ will include goals for small business participation. Each design contract will have a Contract Ordering Period (during which the design services for the listed projects may be separately authorized) of three years. The actual contract duration may extend beyond three years in order to complete construction support services which occur after design. Each RFQ has listed projects that would be included in the scope of work for each design contract. Only work in support of the listed projects will be considered for each contract.

The projects listed for each contract are either business plan prospective or conceptual in nature. Examples include projects to upgrade the main terminal low voltage power systems, projects to replace selected building medium voltage power feeders and projects to upgrade emergency lighting systems. It is anticipated that some of these projects will move forward for approvals during 2009. It is also anticipated that not all of the projects listed will have designs initiated during the three year Contract Ordering Period. Projects not initiated during this period would be accomplished via future IDIQ consultant selections.

Although the projects are primarily electrical work, the intent is to retain multidiscipline design teams with civil, structural, electrical, architectural, and system expertise necessary to produce a complete design. The multidiscipline approach will enable a variety of small businesses to participate during the selection processes.

ALTERNATIVES CONSIDERED/RECOMMENDED ACTION

1. Prepare separate designer procurements for each project. This alternative would require many more procurement processes in order to hire designers for each of the twenty-six identified electrical projects. Design standardization and integration of the electrical systems would be more difficult to achieve. This is not the recommended alternative.

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2. Prepare a single procurement for all electrical projects. While this alternative would minimize the number of procurement processes it would diminish the opportunities for different design firms to do business with the Port of Seattle. This is not the recommended alternative.
3. Prepare three contracts for identified electrical improvement projects for the Airport. The identified projects would be categorized as low voltage, medium voltage, and emergency systems, and contracts would be awarded accordingly. This alternative would ensure that these electrical systems will be properly integrated and work well together. This alternative would ensure an efficient and timely delivery of design services. This is the recommended alternative.

FINANCIAL IMPLICATIONS

Cost Estimate

The total estimated cost for design services for the listed projects is approximately \$5,200,000. Each contract will have a not-to-exceed dollar threshold, with all three contracts totaling \$5,200,000. No work is guaranteed to the consultants and the Port is not obligated to pay the consultant until a service directive is executed. After receiving Commission authorization for the project in accordance with Resolution 3605, the actual work will be scoped and the Port will issue individual project-specific service directives.

ENVIRONMENTAL SUSTAINABILITY/COMMUNITY BENEFITS

Each listed project will identify environmental sustainability and community benefits as part of its authorization.

TRIPLE BOTTOM LINE SUMMARY

Each listed project will identify a triple bottom line summary as part of its authorization.

PROJECT SCHEDULE

It is estimated that all three contracts will be executed by September 2009.

PREVIOUS COMMISSION ACTION

On November 14, 2008, the Port Commission received notification regarding the intent to advertise for RFQs for electrical system upgrade projects at Sea-Tac International Airport.