

PORT OF SEATTLE
MEMORANDUM

COMMISSION AGENDA

Item No. 6b

Date of Meeting July 26, 2011

DATE: July 20, 2011

TO: Tay Yoshitani, Chief Executive Officer

FROM: Michael Ehl, Director, Airport Operations
Wayne Grotheer, Director, Aviation Capital Improvement Program
Nora Huey, Director, Central Procurement Office

SUBJECT: Professional Service Contract for Airport Runway 16 Center/34 Center (16C/34C) and an Airfield Indefinite Delivery Indefinite Quantity (IDIQ) Contract for Various Airfield Locations.

Amount of This Request: \$0

Source of Funds: Existing Revenue Bonds and ADF

Total Value of Contracts: \$2,750,000

ACTION REQUESTED:

Request Port Commission authorization for the Chief Executive Officer to execute (1) a project specific contract to assist Port staff on the runway 16C/34C replacement not to exceed \$1,000,000, until the project is completed, and (2) an IDIQ contract for airfield technical support assistance not to exceed \$1,750,000 over 4 years for various upcoming airfield operational and safety evaluations, evaluation of tenant and Federal Aviation Administration (FAA) projects that may affect airfield operations, and capital improvement projects at Seattle-Tacoma International Airport (Airport). The total value of contracts is \$2,750,000, but no funds are requested at this time.

SYNOPSIS:

Airfield upkeep includes a variety of construction work that is weather sensitive such as demolition, grading, paving, trenching, stormwater piping, and pond construction. A wide variety of design activity occurs the summer preceding the construction work. There are often multiple construction contracts that occur each summer season. As a result, multiple requests for authorization can reach the Commission each year. The July 26th Commission meeting includes three separate authorization requests (see areas of work shown on the Attachment 'A' map). The request described in this memo will provide design and general project management capability to augment existing in-house staff that is relatively small in size compared to the amount of necessary work that peaks at various times of the year. The contract authorization request will support existing staff on both the 16C/34C runway design and various other airfield needs.

This single procurement for consulting services has two parts. A single procurement process will be used to select one prime consultant to perform both parts of the contract. A goal set by

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the Office of Social Responsibility to encourage participation by one small business enterprise has been established for this contract. One consultant for both parts of the work will enable simpler badging processes to enable work in the secure airfield area, provide operational efficiency for sometimes overlapping work areas, and minimize learning curves regarding overlapping airline operations in the busy airfield operations area.

The project specific work relates to Runway 16C/34C that is scheduled to be reconstructed in 2016. The contract will have a value of \$1,000,000 and extend in time until the runway project is completed. Plans for reconstruction of the existing runway were prepared to a 60-percent design level at the end of 2010 by Port staff. Operational and safety reviews by Airport Operations and the FAA have occurred during and subsequent to this design. Some possible alternative runway, taxiway, and taxi-lane configurations and measures have been identified from these reviews that could improve both airfield operations and safety. More in-depth analysis of alternatives needs to occur in order to evaluate what configuration and components should be included in the Runway 16C/34C reconstruction. This contract will be used for airfield planning, evaluation of alternatives, to augment in-house design as needed, and provide support through construction.

The IDIQ contract is for technical support engineering evaluations and analyses, planning, operational evaluations, design, construction support, and project permits related to the airfield. The contract will have a value not to exceed \$1,750,000 and a contract ordering duration of up to four years. During that time, service directives may be issued. Work on those service directives may extend beyond the four-year contract ordering duration.

IDIQ contracts provide the Port with flexibility to meet business requirements as they arise by issuing individual service directives to accomplish tasks within a general pre-defined scope of work on an as-needed basis. These types of contracts are a widely used public-sector contracting tool, consistent with the Port's Resolution No. 3605, as amended, and governed by CPO-1 policy. This IDIQ contract will provide the ability to obtain specialized technical assistance and to have additional resources available for periods of peak work load or when regular Port staff is not available to ensure project delivery can occur in a timely manner.

PROJECT DESCRIPTION/SCOPE OF WORK:

Perform safety and operational analyses in advance of additional design work and have the professional services available to assist in design efforts predicated on these analyses for the Runway 16C/34C reconstruction scheduled to occur in 2016.

Provide technical support and additional assistance for engineering evaluations and analyses, planning, operational evaluations, design, construction support, and project permits for the airfield. Planning work will be managed by or conducted in close coordination with Aviation Planning.

PROJECT SCHEDULE:

It is estimated that the contracts will be executed by early 2012.

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FINANCIAL IMPLICATIONS:

Cost Estimate

The total estimated cost for professional services is \$2,750,000 of which \$1,000,000 will be for Runway 16C/34C support and \$1,750,000 for support of other projects via an IDIQ contract. 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 authorization for projects in accordance with Resolution No. 3605, as amended, the actual work will be scoped and the Port will issue individual, project-specific service directives.

Source of Funds

No funds are being requested at this time as part of this request.

STRATEGIC OBJECTIVES:

This project supports the Port's strategy to "Ensure Airport Vitality" by maintaining a safe operating environment as well as maximizing asset utilization.

ENVIRONMENTAL SUSTAINABILITY and COMMUNITY BENEFITS:

Each project that uses the IDIQ contract for airfield technical support assistance will identify environmental sustainability and community benefits as part of its scoping and design process.

TRIPLE BOTTOM LINE SUMMARY:

Each project that uses the IDIQ contract for airfield technical support assistance will identify a triple bottom line summary as part of its authorization.

ALTERNATIVES CONSIDERED/RECOMMENDED ACTION:

- 1) Do nothing: This alternative would result in a delay in the operational and safety evaluations needed for discussions with FAA regarding airfield operational improvements. Not having early agreement on the best measures to incorporate as part of the reconstruction of Runway 16C/34C could result in higher cost, greater operational impact, and impact to the schedule. This is not the recommended alternative.
- 2) Prepare separate professional services agreements for Runway 16C/34C and other specific needs as we identify them. While possible, this would require a number of service agreements that in some cases would be for similar services in adjacent areas. This would result in duplicative learning curves for separate consultants, a greater amount of Port staff time to acquire services, more Port staff time in the procurement and administration of multiple service agreements, and more cost. This is not the recommended alternative.
- 3) Prepare two contracts for professional services with one firm that will be used for technical support assistance for the Runway 16C/34C project through its construction and for other projects using an IDIQ approach not to exceed a four-year period. This would ensure that the Port has technical support resources available in a timely and cost-efficient manner and for the duration of need. This is the preferred alternative.

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OTHER DOCUMENTS ASSOCIATED WITH THIS REQUEST:

Attachment A – Drawing indicating the location of ongoing 2010 work, and locations of 2011 site work.

PREVIOUS COMMISSION ACTION:

On May 4, 2010, the Commission authorized the Chief Executive Officer to proceed with project management, in-house design, and preparation of 60% level construction documents for the future replacement of Runway 16C/34C at Seattle-Tacoma International Airport. Pre-construction project costs to accomplish the 60% design were estimated at \$669,000.