



**COMMISSION
AGENDA MEMORANDUM**

Item No. 6f

ACTION ITEM

Date of Meeting March 24, 2020

DATE: March 16, 2020

TO: Stephen P. Metruck, Executive Director

FROM: Wayne Grotheer, Director, Aviation Project Management

SUBJECT: Professional Service Contract for Airfield Capital Improvement Program Design Services

Amount of this request: \$0

Total estimated project cost: \$23,000,000

ACTION REQUESTED

Request Commission authorization for the Executive Director to advertise and execute two service agreements for design and engineering services for the airfield capital improvement program as identified in the 5-year capital plan. Support for emergent airfield paving and utility infrastructure replacement and upgrade projects would also be included. The combined value of the two service agreements will not exceed \$23,000,000.

This request allows procurement and advertising to begin in advance of actual design and field work. The design and engineering costs are included within the 5-year capital plan for airfield projects. As such, there is no budget request associated with this authorization. Future separate budget requests will be made for specific annual and emergent projects when necessary.

EXECUTIVE SUMMARY

Over the next several years the Port will embark on several large airfield capital projects to meet business needs. Beginning the lengthy procurement process now will help allow design work to begin in a timely manner to assure the physical field work can occur during the best seasonal weather and within work windows that minimize operational impacts. Specific projects are identified in this memo and the design work will also apply to necessary emergent projects that are not known now but may arise in 2 to 3 years depending upon rapidly evolving airline business requirements.

JUSTIFICATION

In accordance with Chapter 39.80 RCW, Port staff will solicit for architectural and engineering services and award to the most highly qualified firms.

Meeting Date: March 24, 2020

The Port will advertise and select two firms to provide design and engineering services for the airfield capital program from preliminary design through construction support. The solicitation will include the scope of work along with a list of projects as identified and/or updated in the airfield capital improvement plan within the next five years. The contract duration is five years, or until the projects identified in the airfield capital improvement plan are complete. Work will be authorized upon Commission Action for each project.

There are no Sustainable Airport Master Plan projects associated with this authorization.

Diversity in Contracting

The Diversity in Contracting Department along with the project staff have established a 15% women-and-minority business enterprise (WMBE) aspiration goal for this procurement.

In partnership with the selected primes, this service agreement has been identified as one of the pilot projects for the Port's new Mentor-Protégé program for those WMBE architecture and engineering (A&E) firms selected for this effort.

DETAILS

Each of these two service agreements will be project specific. The scope is primarily already set based upon the five-year capital program and will only be adjusted by emerging business issues. That ability to adjust provides added flexibility that is similar to an indefinite delivery/indefinite quantity (IDIQ) contracting approach. The selected firms shall provide the necessary professional services starting in 2020, including all labor, equipment, and materials to successfully provide airfield design, engineering and construction support services for the airfield capital program.

Projects, as currently identified in the airfield capital program plan, supported by this service agreement are currently forecasted to be inclusive of, but not exclusive to, the following:

- 2021 to 2025 Airfield Pavement Program
- Off-gate Deicing
- Consolidated Deicing Storage
- Airfield Operations Area Expansion
- Airfield Operations Wildlife Program Support Projects
- Mid-field Checkpoints and Access Control Projects
- North End Airport Support Equipment Area
- North Cargo Area Improvements
- Batch Plant Site Improvements
- Perimeter Intrusion Detection
- Fuel Hydrant Program
- Snow Dump Improvements
- Foreign Object Debris Detection Systems

Meeting Date: March 24, 2020

- Airfield Camera Installations
- Airfield Paving and Utility Replacement and Upgrade Projects
- Sanitary Sewer Line Replacement

ALTERNATIVES AND IMPLICATIONS CONSIDERED

Alternative 1 – Separate procurement for each project

Cost Implications: \$0

Pros:

- (1) Procuring up to ten or more separate contracts would allow consulting firms multiple opportunities to compete for each individual project.

Cons:

- (1) This alternative will increase overhead and administrative cost to the Port as we would need to manage more procurement processes and contracts.
- (2) This alternative would add 4 to 6 months to each project schedule to complete the procurement process for each individual project and would impact the ability to meet project and customer needs.
- (3) Cost to the consulting community will increase and interest may decrease as they are asked to respond to multiple procurements.

This is not the recommended alternative.

Alternative 2 – One solicitation for a single contract supporting the five-year airfield program

Cost Implications: \$0

Pros:

- (1) Continuity in working with one prime consultant for the airfield program allows overall design to include operational phasing and airfield construction safety to be coordinated across multiple projects that will be constructed concurrently on the congested airfield.
- (2) This alternative will minimize the number of procurement processes necessary for timely completion of projects and reduce overhead and administrative cost to the Port.
- (3) This alternative will give consultants an opportunity to bid on a contract that has defined projects thereby allowing predictable and consistent staff resources to the Port.

Cons:

- (1) This alternative would limit the number of opportunities available to prime and WMBE firms to compete for work during the contract ordering period.
- (2) This alternative limits the Port's choices for advancing project design should the selected prime be underperforming.
- (3) The inability of one prime to provide sufficient subject matter expertise to handle the work volume would be detrimental to design quality and increase construction costs. Furthermore, very few firms have sufficient capacity to staff to this level thereby further limiting competition.

Meeting Date: March 24, 2020

This is not the recommended alternative.

Alternative 3 – Single solicitation to procure two contracts supporting the five-year airfield program

Cost Implications: \$0

Pros:

- (1) This alternative provides opportunities to two consulting teams and a wider pool of WMBE firms.
- (2) This alternative will provide the Port with more choices for advancing projects in the event that one firm is underperforming.
- (3) This alternative will still provide the ability to coordinate operational phasing and airfield construction safety across multiple projects that will be constructed concurrently on the congested airfield.

Cons:

- (1) This alternative will require more contract administration and coordination costs over alternative two, but significantly less than alternative one.

This is the recommended alternative.

FINANCIAL IMPLICATIONS

The total estimated cost for the Airfield Design, Engineering and Construction Support Services contract will have a not-to-exceed amount of \$23,000,000. After receiving authorization for each project in accordance with the Master Delegation of Authority, the actual work will be defined, and the Port will issue individual project-specific service directives.

ATTACHMENTS TO THIS REQUEST

None

PREVIOUS COMMISSION ACTIONS OR BRIEFINGS

None