



# Memorandum

**TO:** HONORABLE MAYOR AND  
CITY COUNCIL

**FROM:** Katy Allen  
Ralph G. Tonseth

**SUBJECT:** SEE BELOW

**DATE:** 11-08-04

Approved

Date

11/18/04

Council District: Citywide

**SUBJECT: NORMAN Y. MINETA SAN JOSE INTERNATIONAL AIRPORT  
CONSULTANT DESIGN SERVICES AGREEMENT**

## RECOMMENDATION

Approval to award an agreement with URS Corporation for Consultant Services for Airport Roadway and Related Infrastructure Projects at Norman Y. Mineta San José International Airport for the period of November 15, 2004 to June 30, 2008 in an amount not to exceed \$2,500,000.

CEQA: Resolution Nos. 67380 and 71451, PP 04-303.

## BACKGROUND

The Airport Master Plan for Mineta San José International Airport, adopted by Council in June 1997, serves as a long term guide to airport development and includes a program of specific facility improvements to adequately accommodate projected commercial aviation demand by the year 2010.

These facility improvements include phased development of Airport access and circulation roadways, underlying utilities, parking lots, and associated infrastructure improvements. The current Capital Improvement Program (CIP) includes projects to develop access for the new North Concourse, which is currently under phased construction. The CIP also includes a number of feasibility studies to further develop projects to resolve the complexities of scoping, phasing, and funding roadway and related infrastructure improvements necessary to maintain airport traffic operations at acceptable levels of service at the various stages of Master Plan implementation. Traffic requiring Airport access not only includes private vehicles, but also multiple ground transportation operations such as taxis and door-to-door shuttles as well as bicycles and pedestrians.

The City requires the services of professional design consultants with airport experience to furnish a full range of design services to successfully resolve these complexities and implement

the Airport roadway and related infrastructure CIP. These services require professional engineering expertise to perform studies and related work necessary to plan, design, and construct Airport roadways and related infrastructure.

## ANALYSIS

Procurement of these required professional services was initiated through the Request for Qualifications (RFQ) process, following the City of San José Contracting Preferences For Local and Small Businesses (LBE/SBE) and the Department of Public Works Qualifications Based Consultant Selection (QBCS) Policy in effect at the time.

On August 23, 2004, the City advertised the Airport Roadway and Infrastructure Projects Consultant Design Services RFQ requesting Statements of Qualification (SOQ) from interested firms. In accordance with the QBCS Policy, a selection board was formed to select the highest qualified firm. The board consisted of stakeholder representatives from the Airport, Public Works, and an outside expert from Oakland International Airport.

The board reviewed, evaluated, and scored the quality of professional experience, technical expertise, and production capability described in the seven SOQs received. The five highest ranked firms were invited to interview. At the completion of the interview process, URS Corporation had the highest ranking in all categories of the selection criteria. The board concluded that URS possesses excellent experience with multi-project airport development, superior expertise with roadway engineering in a complex airport environment, and ample production capability to successfully produce necessary plans and other documents to meet the City's aggressive schedules for the Airport. The board unanimously recommended URS Corporation as the highest ranked firm to enter into negotiations with the City. URS is qualified as a Local Business per the LBE/SBE ordinance, because URS has a current San Jose business tax certificate and a regional, branch or satellite office with at least one full time employee located in the County of Santa Clara. One of the of the five highest ranked firms also qualified as a Small Business Enterprise because they have less than 35 employees regardless of where they are located. They were the lowest ranked firm. The 5% preference was insufficient to elevate this firm in the rankings.

Under the terms of the agreement, the City will authorize services by individual Task Order. This method provides the flexibility necessary to integrate roadway projects into implementation of the Airport Master Plan, allowing services to be properly scoped in response to contemporaneous program requirements, adjustments to Master Plan implementation phasing, and multiple year project funding. The Airport Department, the Public Works Department, and the City Attorney's Office will approve the task orders. Opportunities for existing City staff to perform the proposed service "in-house" will be investigated and implemented where appropriate prior to task order execution. The Airport and Public Works staff have already discussed the first two task orders proposed to be issued under this agreement. We have agreed that the use of consultants is necessary in order to meet schedule commitments and to provide



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**Subject:** Norman Y. Mineta San José International Airport Consultant Design Services Agreement

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**BUDGET REFERENCE**

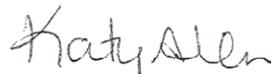
Fund #	Appn #	Appn Name	RC	Total Appn	Amt for Contract	2004-05 Adopted Budget Page	Last Budget Action (Date, Ord. No.)
527	4065	Airport Blvd/Airport Pkwy Grade Separation	13065X	\$166,000	\$130,000	V-84	
527	5383	North Concourse Roadway Mitigation	13112X	\$2,040,000	\$1,500,000	V-85	10/12/04 Ord. No. 27267
527	5473	Relocate Parking Control Buildings	13540X	\$2,582,000	\$300,000	V-71	10/12/04 Ord. No. 27267
527	5705	Southeast Area Transportation Access	TBD	\$35,000	\$20,000	V-45	
527	4146	Traffic Mitigation	TBD	\$68,000	\$50,000	V-88	
527	4712	Utility Infrastructure	TBD	\$867,000	\$41,600	V-83	10/12/04 Ord. No. 27267
526	4712	Utility Infrastructure	TBD	\$9,449,000	\$458,400	V-83	10/12/04 Ord. No. 27267
		<b>Total</b>		\$15,207,000	\$2,500,000		

**CEQA**

Resolution Nos. 67380 and 71451, PP 04-303.



RALPH G. TONSETH  
Director of Aviation  
Airport Department



KATY ALLEN  
Director, Public Works Department

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