



AGENDA REPORT

PROPOSED ACTION: Resolution: Approve and Authorize the Executive Director to Negotiate and Execute a Professional Services Agreement with Mead and Hunt, Inc. for Terminal Energy and Decarbonization Audit for a Maximum Compensation Not to Exceed \$370,000 and Finding that the Proposed Action is Exempt Under the California Environmental Quality Act (**Aviation**).

Submitted By: Craig Simon, Director of Aviation; Danny Wan, Executive Director

Parties Involved:

Mead and Hunt, Inc. Denver, CO

Amount: Total amount of up to \$370,000 (Operating Expense)

EXECUTIVE SUMMARY: Port of Oakland (Port) Staff conducted a formal solicitation process for consulting services for a Terminal Energy and Decarbonization Audit (Audit). The primary outcome of the Audit will be a five-year implementation strategy for reducing emissions from San Francisco Bay Oakland International Airport's (Airport or OAK) terminal facilities and will include an Energy and Carbon Reduction Roadmap (Roadmap) that will be a prioritized list of projects that can be incorporated into future terminal projects and help OAK achieve net zero carbon emissions.

BACKGROUND & ANALYSIS

In support of the Port wide goal to decarbonize its operations, OAK has been certified at Level 3 in the Airports Council International – North America (ACI-NA) Airport Carbon Accreditation program. As part of its Level 2 certification last year, OAK developed a Carbon Management Plan and has established a nonbinding target to reduce Scope 1 and Scope 2¹ greenhouse gas emissions 50 percent by 2030 and 100 percent by 2040.

Although several energy saving initiatives have been undertaken in the terminal over the past decade including boiler upgrades, chiller water system replacement, lighting upgrades and new terminal concessions, the last terminal energy audit performed was in 2001. Given the advancement in technologies and the improvements already made, it is appropriate to conduct a new comprehensive Audit to identify and study various energy efficiency and decarbonization measures, with the overall goal of eliminating Scope 1 emissions from terminal facilities and reducing utility costs. The audit will provide a roadmap and framework to prioritize future projects, as well as support project justification for future grant funding opportunities.

¹ Scope 1 emissions are defined as direct greenhouse gas emissions from facilities and vehicles owned or controlled by the Port; Scope 2 emissions are indirect greenhouse gas emissions associated with the Port's purchase of energy.

The consultant will review existing energy usage, energy costs, and emissions data, and develop initial energy and decarbonization measures that can be implemented by OAK. Using stakeholder input, the most low-cost and/or high-impact measures that can be implemented in the next five years will be identified. The consultant will estimate the cost, energy efficiency, energy performance and carbon emissions of the selected measures, which will be summarized in the final Roadmap.

Port Staff issued a formal Request for Proposals (RFP) for Consulting Services for the Terminal Energy and Decarbonization Audit on June 7, 2024. An optional pre-proposal meeting was held on June 25, 2024, and was attended by 23 consulting firms. The Port received 12 proposals on July 18, 2024. Port Staff and an energy advisor consultant, (Point Energy Innovations), reviewed and evaluated the proposals based on the scoring criteria in Table 1.

**Table 1
RFP Proposal Scoring Criteria**

Item	Criteria	Weights
1	Adherence to Port Policy and Other Requirements and Debarment Statement	Pass/Fail
2	Company Information, Client References Litigation and Required Forms	10
3	Knowledge and Experience	25
4	Plan and Approach	25
5	Proposed Costs and Fee Schedule	25
6	Non-Discrimination and Small Local Business Utilization Policy (NDSLBP)	15
	Total	100

The top four consultant teams were short-listed and interviewed on August 26, 2024. Following the interviews, the firms received a final score based on their written proposal and their interview. The final rankings are shown in Table 2 including the number of sub-consultants on the team that are 1) in the Local Impact or Business Area (LIA/LBA) and 2) Small or Very Small Business Enterprises (SBE/VSBE).

**Table 2
Consultant Ranking**

Rank	Prime Consultant	City	LIA / LBA#	SBE / VSBE #
1	Mead & Hunt, Inc.	Denver, CO	1 LIA / 1 LBA	0 SBE / 1 VSBE
2	Cumming Group	Los Angeles, CA	2 LIA / 0 LBA	1 SBE / 0 VSBE
3	AECOM Technical Services, Inc.	Oakland, CA	1 LIA / 0 LBA	0 SBE / 0 VSBE
4	Arup US, Inc.	Oakland, CA	3 LIA / 0 LBA	2 SBE / 0 VSBE
5	Glumac	San Francisco, CA	1 LIA / 0 LBA	0 SBE / 1 VSBE
6	NV5 Consultants, Inc.	San Rafael, CA	1 LIA / 1 LBA	0 SBE / 1 VSBE
7	RS&H California, Inc.	Oakland, CA	2 LIA / 2 LBA	0 SBE / 1 VSBE
8	Base Energy, Inc.	Upland, CA	0 LIA / 0 LBA	0 SBE / 0 VSBE
9	Introba Inc.	Oakland, CA	1 LIA / 0 LBA	0 SBE / 1 VSBE
10	Thornton Tomasetti, Inc.	San Francisco, CA	1 LIA / 0 LBA	1 SBE / 0 VSBE
11	Sustainable Investment Group	Atlanta, GA	0 LIA / 0 LBA	0 SBE / 0 VSBE
12	Energy Resources Integration, LLC	San Francisco, CA	1 LIA / 0 LBA	0 SBE / 1 VSBE

Based on the criteria set forth, Mead and Hunt, Inc. ranked the highest, scoring high on team and firm experience in successfully leading and performing previous similar projects across the country and on their proposed project approach and schedule. The Mead and Hunt, Inc. team includes two Oakland-based subconsultants, Leland Saylor Associates and Baseline Environmental Consulting (also a Port VSBE certified firm). The local business participation on this project is estimated at 34%.

Based on budget negotiations with Mead and Hunt, Inc.'s the contract is anticipated to not exceed \$370,000.

OTHER FINDINGS AND PROVISIONS

ENVIRONMENTAL REVIEW

The Consultant will perform a Terminal Energy and Decarbonization Audit, resulting in an Energy and Carbon Reduction Roadmap.

The proposed action was analyzed under the California Environmental Quality Act (CEQA) and was found to be:

- ☒ Categorically exempt under the following CEQA Guidelines Section:

[15306 \(Information Collection\)](#)

- ☐ Not a "Project" under CEQA, as defined in Public Resources Code § 21065.

- ☐ Other/Notes:

BUDGET

- ☐ Administrative (No Impact to Operating, Non-Operating, or Capital Budgets); OR

☒ Operating

☐ Non-Operating

☐ Capital

This project is anticipated to take 9 months to complete and is currently included in Aviation's FY 2025 operating budget. Future spending for FY2026 will be included in next year's operating budget.

STAFFING

- ☒ No Anticipated Staffing Impact.

- ☐ Anticipated Change to Budgeted Headcount.

Reason:

- ☐ Other Anticipated Staffing Impact (e.g., Temp Help).

Reason:

MARITIME AND AVIATION PROJECT LABOR AGREEMENT (MAPLA):

Applies? No (Not Aviation or Maritime CIP Project) – proposed action is not covered work on Port's Capital Improvement Program in Aviation or Maritime areas above the threshold cost.

- ☐ Additional Notes:

LIVING WAGE (City Charter § 728):

Applies?

Yes (Service Provider) – proposed action entails at least \$50,000 in payments to service provider (and/or its subcontractor) employing at least 21 employees who spend at least 25% of their time on Port-related work on premises owned or managed by the Port

- ☐ Additional Notes:

<p><u>SUSTAINABLE OPPORTUNITIES:</u></p> <p><u>Applies?</u> Yes.</p> <p><u>Reason:</u> The development of an Energy and Carbon Reduction Roadmap would help guide future investments to reduce carbon emissions and bring OAK closer to net carbon zero emissions.</p>	<p><u>GENERAL PLAN</u> (City Charter § 727):</p> <p><u>Conformity Determination:</u></p> <p>No Project – conformity determination not required because proposed action does not change use of or make alterations to an existing facility or create a new facility.</p>								
<p><u>STRATEGIC PLAN.</u> The proposed action would help the Port achieve the following goal(s) and objective(s) in the Port’s Strategic Business Plan:</p> <table border="0"> <tr> <td><input type="checkbox"/> Grow Net Revenues</td> <td><input checked="" type="checkbox"/> Modernize and Maintain Infrastructure</td> </tr> <tr> <td><input type="checkbox"/> Improve Customer Service</td> <td><input type="checkbox"/> Pursue Employee Excellence</td> </tr> <tr> <td><input type="checkbox"/> Strengthen Safety and Security</td> <td><input checked="" type="checkbox"/> Serve Our Community</td> </tr> <tr> <td><input checked="" type="checkbox"/> Care for Our Environment</td> <td></td> </tr> </table>		<input type="checkbox"/> Grow Net Revenues	<input checked="" type="checkbox"/> Modernize and Maintain Infrastructure	<input type="checkbox"/> Improve Customer Service	<input type="checkbox"/> Pursue Employee Excellence	<input type="checkbox"/> Strengthen Safety and Security	<input checked="" type="checkbox"/> Serve Our Community	<input checked="" type="checkbox"/> Care for Our Environment	
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