

SUPPLEMENTAL AGENDA REPORT

Resolution: Authorize the Executive Director to enter into a Professional Services Agreement with ~~HNTB Engineers, Inc.~~HNTB Corporation in an amount not to exceed \$1,270,000, to support the Airport Geometry Study and Airport Layout Plan (ALP) Update, and Authorize the Aviation Director to Apply for and the Executive Director to Accept FFY 2020 AIP funding from the FAA for the following projects: Airport Geometry Study and Airport Layout Plan Update, Airport Pavement Management Plan, Taxiway Bravo Rehabilitation, and Taxiway Victor Rehabilitation. **(Aviation)**

MEETING DATE: 2/27/2020

AMOUNT: \$1,270,000
Operating Expense

PARTIES INVOLVED: ~~HNTB Engineers, Inc.~~HNTB Corporation, Oakland, CA
Jeff Watson
Vice President, Northern California Office Leader

Towill, Inc., Concord, CA
Frank Borges, PLS
Associate Principal

Federal Aviation Administration (FAA), Brisbane, CA

SUBMITTED BY: Bryant L. Francis C.M., Director of Aviation

APPROVED BY: Danny Wan, Executive Director

ACTION TYPE: Resolution

EXECUTIVE SUMMARY

This Agenda Report seeks Board authority to enter into a Professional Services Agreement with ~~HNTB Engineers, Inc.~~HNTB Corporation in an amount not-to-exceed \$1,270,000 for the Airport Geometry Study and Airport Layout Plan (ALP) Update ("Project"). The ALP is a set of drawings showing the aeronautical characteristics of the Airport. This document is required by the Federal Aviation Administration (FAA) to be maintained and updated by Airport sponsors on a regular basis. The Project is anticipated to be partially funded with Federal Aviation Administration (FAA) Airport Improvement Program (AIP) grant funds and all contract provisions applicable to FAA AIP funded projects will apply. Board authorization is also requested for the Aviation Director to apply for and the Executive Director to accept FFY 2020 AIP grants as it relates to this Project plus these three additional projects: Airport Pavement Management Plan, Taxiway Bravo Rehabilitation, and Taxiway Victor Rehabilitation.

BACKGROUND

The airfields at the Airport (North and South) were constructed at different times using the airfield design standards in place at that time. The original airport at North Field was built in 1927 and is primarily used for general aviation activities as well as commercial operations when needed (e.g., during maintenance/construction activities on Runway 12/30). Commercial passenger, business jet and cargo jet aircraft primarily operate from South Field, Runway 12/30, which opened in 1962. In the past, the Airport has addressed airfield geometry on a project-by-project basis with significant recent modifications implemented as part of the Runway Safety Area (RSA) Improvements in 2014-2015.

The FAA Airport District Office (ADO), has encouraged OAK to perform a comprehensive study of the airfield facilities to review and provide recommendations through analysis of horizontal and vertical geometry, hot spots, and other design characteristics. This study will take a comprehensive look at the taxiways, taxilanes, runways, markings, signage, lights, and other airfield facilities airport.

The final deliverable will provide the Airport with recommendations to reduce the potential for incursions, enhance safety, and address current FAA design standards. Mitigation strategies to reduce the potential incursions will range from Standard Operating Procedure (SOP) modifications to opportunities to improve lighting, signage, and marking to enhance visual cues and perform geometric modifications. Any changes will be documented in an ALP update and submitted to the FAA.

The Airport Layout Plan (ALP) is a set of drawings showing the aeronautical characteristics of the Airport. This document is required by the Federal Aviation Administration (FAA) to be maintained and updated by Airport sponsors on a regular basis. Updates are required generally on a 5-year cycle and when new projects are proposed or developed. The OAK ALP update will include modifications resulting from the Airport Geometry Study, as well as other changes at the Airport that have been identified following the last update completed on July 1, 2015.

On July 26, 2018, the Board authorized the Executive Director to award various future on-call Engineering contracts (Resolution No 18-85) including the contracting authority for Land Surveying and Mapping for Airport Grant Projects. The Airport has commenced a program to collect updated survey and imagery data using its on-call land surveyor for grant funded projects and upload to the FAA Airport-GIS (AGIS) database in accordance with Airport Advisory Circulars (AC 150/5300-16B, 17C, and 18B). This data will be provided to the selected consultant for use in producing an updated ALP.

ANALYSIS

Consultant Selection Process: HNTB ~~Engineers, Inc~~ Corporation

Staff advertised a Request for Qualifications (RFQ) for qualified consultant teams to conduct consulting services for the Airport Geometry Study and ALP Update. The RFQ was posted to the Port website on August 28, 2019, advertised on Airports Council International's (ACI) website and Port staff sent notices to the local Chambers, relevant Port's certified vendors and Community Based Organizations.

A Pre-Qualification Meeting was conducted on September 17, 2019, to describe the project and answer questions regarding the RFQ. Following the Pre-Qualification Meeting, a list of questions and responses were emailed to the list of attendees and posted to the Port of Oakland website as an addendum on September 24, 2019.

On October 4, 2019, the Port received four proposals from qualified consultant teams. A four-member selection panel consisting of staff from Aviation Planning & Development, Airport Operations, and Engineering. Staff reviewed and evaluated the proposals based on the following criteria:

- Overall experience and expertise of the consultant and subconsultants
- Personnel and team organization
- Referenced projects
- Project approach to the Airport Geometry Study
- Project approach to updating and submission of the Airport Layout Plan (ALP)

The top two teams' experience and expertise far exceeded the 2 lowest ranking teams and were invited to participate in an interview. Table 1 presents the ranking of the consultant teams evaluated during the selection process.

Table 1. Ranking of RFQ Submissions

Rank	Consultant Team	Location	Certified DBE
1	HNTB Engineers, Inc. <u>HNTB Corporation</u>	Oakland, CA	Yes <u>No</u>
2	Landrum and Brown, Inc	San Francisco, CA	No
3	C&S Engineers, Inc.	San Francisco, CA	No
4	Ricondo & Associates, Inc.	Denver, CO	No

Based on the written proposals and interviews, the ~~HNTB Engineers, Inc.~~HNTB Corporation team was determined by all members of the selection panel to be most qualified to meet the Port requirements for this project. The distinguishing factors in selecting ~~HNTB Engineers, Inc.~~HNTB Corporation over the other firms is their demonstrated understanding of the Airport Geometry Study and ALP submittal to the FAA, their project approach to assessing the runway, taxiway, and airfield facility geometries for design standards, balanced approach to mitigating and/or correcting non-compliance issues, understanding of the FAA Airport-GIS

standards and SFO ADO requirements and their knowledge and experience working on similar projects at other airports.

Consultant: Towill, Inc

Through its existing on-call contract with the Port, Towill, Inc. will be conducting a Safety-Critical Aeronautical Survey that includes a high-level photogrammetric survey in support of the Airport Geometry Study and ALP Update. The Safety-Critical Aeronautical Survey is necessary to be completed prior to conducting the Airport Geometry Study and ALP update. This study cost is anticipated to be \$200,000.

Application for Airport Improvement Program (AIP) Grant Funds

The Port submits annual requests to the FAA for Airport Improvement Program (AIP) grant funds. It is anticipated that the Airport will request funding assistance for the following 4 projects and studies in FFY 2020 funding cycle.

- Airport Geometry Study and Airport Layout Plan Update
- Airport Pavement Management Plan
- Taxiway Bravo Rehabilitation
- Taxiway Victor Rehabilitation

The Airport Geometry Study and Airport Layout Plan Update will provide the Airport with recommendations as described above.

The Airport Pavement Management System is a program to inventory, analyze, and record airport pavement conditions in order to maintain compliance with FAA requirements, and to support project justification for FAA AIP-funded projects. The program was last updated in 2017 and should be updated approximately every three years.

The pavement at Taxiway Bravo and Taxiway Victor is exhibiting structural pavement distresses, as well as cracking and raveling which necessitate rehabilitation. The Port proposes to improve the taxiways by rehabilitation the existing asphalt concrete, including overlaying the adjacent shoulders as needed to maintain FAA grading criteria. Figure 1 and 2 delineates the proposed project boundaries of Taxiway Bravo and Taxiway Victor, respectively.

Figure 1: Taxiway Bravo Project Area (highlighted in yellow)



Figure 2: Taxiway Victor Project Area (highlighted in yellow)



Request for the authority for the Aviation Director to apply for and the Executive Director to accept these FFY2020 grant awards is included in this Agenda Report. Due to the FAA's schedule, submission of the grant applications needs to occur in the next few months, in advance of returning to the Board for additional project approvals. Therefore, we are asking for approval to apply for and accept all of the FFY 2020 AIP grants.

BUDGET & STAFFING

There is no budget or staffing impact. The estimated cost for the Airport Geometry Study and Airport Layout Plan Update is \$1,270,000 and for the Safety-Critical Aeronautical Survey is \$200,000. The consultant costs anticipated for FY 2020 for the Airport Geometry Study and Airport Layout Plan Update, and Safety-Critical Aeronautical Survey has been included in the FY 2020 operating budget. The remaining expenditures will be included in the FY 2021 operating budget.

Staff anticipates the FFY 2020 AIP grant will fund up to approximately 80% of eligible project costs, including the consultant costs and direct engineering costs. The cash-funded portion of the project will be reimbursed through airlines' rates and charges.

MARITIME AVIATION PROJECT LABOR AGREEMENT (MAPLA)

The Port of Oakland Maritime and Aviation Project Labor Agreement (MAPLA) does not apply because this contract is for professional services that are not within the craft jurisdiction of the unions signatory to the MAPLA.

STRATEGIC PLAN

The action described herein would help the Port achieve the following goals and objectives in the Port's Strategic Business Plan (2018-2022).

<https://www.portofoakland.com/wp-content/uploads/Port-of-Oakland-Strategic-Plan.pdf>

- Goal: Strengthen Safety and Security

LIVING WAGE

~~Based upon a review of the terms of the agreement and information provided by the contractor, it appears that the living wage requirements set forth in Section 728 of the Charter of the City of Oakland and Port Ordinance Number 3666, as amended, do not apply because the contractor employs fewer than the 21 employees working on Port-related work required for coverage. However, the contractor will be required to certify that should living wage obligations become applicable, the contractor shall comply with all of its obligations.~~

Living wage requirements, in accordance with the Port's Rules and Regulations for the Implementation and Enforcement of the Port of Oakland Living Wage Requirements (the "Living Wage Requirements"), do not apply to this agreement as the service provider does not employ 21 or more employees working on Port-related work. However, the service provider will be required to certify that should living wage obligations become applicable, the service provider shall comply with the Living Wage Regulations.

SUSTAINABILITY

Port staff have reviewed the Port's 2000 Sustainability Policy and did not complete the Sustainability Opportunities Assessment Form. There are no sustainability opportunities related to this proposed action because it does not involve a development project, purchasing of equipment, or operations that presents sustainability opportunities.

ENVIRONMENTAL

This project involves updating the Airport Geometry Study and Airport Layout Plan. This project is categorically exempt from the requirements of CEQA pursuant to Section 15306 which pertains to data collection that does not result in a serious or major disturbance to an environmental resource. The data collection is part of a study leading to an action which the Port has not yet approved, adopted, or funded. Any projects proposed as a result of the Airport Geometry Study and Airport Layout Plan update may be subject to further environmental review.

GENERAL PLAN

The contract is for professional services and will not directly include any alternation of property. Pursuant to Section 727 of the City of Oakland Charter, this agreement has been determined to conform to the policies of the transportation designation of the City of Oakland General Plan.

OWNER-CONTROLLED INSURANCE PROGRAM (OCIP)

This project is not subject to the Port's Owner Controlled Insurance Program (OCIP) as it is not a capital improvement construction project.

OPTIONS

The following options are provided for the Board's consideration.

Option 1: Authorize the Executive Director to enter into a Professional Services Agreement with ~~HNTB Engineers, Inc.~~HNTB Corporation in an amount not to exceed \$1,270,000, to support the Airport Geometry Study and Airport Layout Plan (ALP) Update and Authorize the Aviation Director to apply for and the Executive Director to accept FFY 2020 AIP grant funding from the FAA.

Option 2: Do not authorize the Executive Director to hire a consultant team to conduct an Airport Geometry Study and Airport Layout Plan Update nor apply for FFY AIP Grant funds. This is not recommended as failure to keep the ALP up to date may hinder the ability of the Airport to apply and receive FAA funding.

RECOMMENDATION

Staff recommends that the Board approve the following actions: Authorize the Executive Director to enter into a Professional Services Agreement with ~~HNTB Engineers, Inc.~~HNTB Corporation in an amount not to exceed \$1,270,000 and authorize the Aviation Director to apply for and the Executive Director to accept FFY 2020 AIP grant funding from the FAA.