



# CITY OF LONG BEACH

# R-21

## LONG BEACH AIRPORT

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October 20, 2015

HONORABLE MAYOR AND CITY COUNCIL  
City of Long Beach  
California

### RECOMMENDATION:

Adopt Specifications No. RFQ AP15-093 and award a contract to the HNTB Corporation, of Los Angeles, CA, for planning and engineering consulting services for the Airfield Geometry Study Phase 2 at the Long Beach Airport, in an amount not to exceed \$873,497, for an initial 12-month term; authorize the City Manager or designee to execute all documents necessary to enter into the contract, including any amendments to extend the term for up to one additional year, authorize additional services within the provisions of the contract; and

Increase appropriations in the Airport Fund (EF 320) in the Airport Department (AP) by \$834,072. (District 5)

### DISCUSSION

City Council approval is requested to enter into a contract with the HNTB Corporation, for planning and engineering consulting services for the Airfield Geometry Study Phase 2 at the Long Beach Airport.

On December 9, 2014, the City Council authorized the City Manager to apply for Federal Aviation Administration (FAA) grant funds to continue with the Airfield Geometry Study Phase 2 (Study), which will develop a new Airport Layout Plan (ALP) and associated official maps and documents required to maintain the Long Beach Airport (Airport). The FAA provided the grant funding at the end of Fiscal Year 2015.

The City of Long Beach has historically used outside professional firms to provide special studies and reports when the City does not have sufficient specialized expertise to perform such work with existing staff.

The Request for Qualifications (RFQ) was advertised in the Long Beach Press-Telegram on June 19, 2015, and 3,734 potential bidders specializing in engineering consulting services were notified of the RFQ opportunity. Of those potential bidders, 55 downloaded the RFQ via the City's electronic bid system. The RFQ documents were made available from the Purchasing Division, located on the seventh floor of City Hall, and the Division's website at [www.longbeach.gov/purchasing](http://www.longbeach.gov/purchasing). An RFQ announcement was also included in the Purchasing Division's weekly update of Open Bid Opportunities, which is sent to 22 business groups that represent local, minority and women owned businesses. Three Statements of Qualifications (SOQs) were received on July 14, 2015. Of the three

submittals, none were Minority-owned Business Enterprises (MBEs), none were Women-owned Business Enterprises (WBEs), none were certified Small Business Enterprises (SBEs), and none were Long Beach businesses (Local). The RFQ was also released in Aviation Daily, a national publication, as required by and in accordance with the FAA consultant selection requirements.

An Evaluation Committee (Committee) reviewed the written SOQs and evaluated the firms on the criteria stated in the RFQ. The Committee consisted of the Acting Airport Senior Civil Engineer, Airport Civil Engineering Associate, and the Airport Operations Officer. All three were deemed qualified by the Committee; therefore, all three firms were interviewed.

Following the interview presentations, members of the Committee ranked prospective consultants according to their respective interview scores in accordance with Section 5.12.1 of the RFQ. Ultimately, the Committee determined that the HNTB Corporation, of Los Angeles, CA, (not an MBE, WBE, SBE, or Local), was the most qualified to provide all aspects of the Geometry Study Phase 2.

The ALP and other associated maps are the official Airport planning documents to include the recommendations provided in the preferred Alternative 3A of the Airfield Geometry Study and Airport Strategic Plan, which the City Council approved on December 2, 2014. Following FAA approval of the new ALP, the Airport will proceed with a 20-year phased construction plan to develop the geometry improvements.

No physical modifications will be made to the airfield until environmental documentation in compliance with the California Environmental Quality Act (CEQA) and the National Environmental Policy Act (NEPA) has been prepared and approved, the work has been approved by the City Council, and funding has been identified.

The HNTB Corporation has included and is committed to using disadvantaged firms on their teams, as appropriate, in accordance with the Airport's FAA approved Disadvantaged Business Enterprise (DBE) program.

### **Local Business Outreach**

In an effort to align with the City's outreach goal, Long Beach businesses are encouraged to submit SOQs for City contracts. The Purchasing Division also assists businesses with registering on the Bids Online database to download the RFQ specifications. Through outreach, 418 Long Beach vendors were notified to submit SOQs, of which 8 downloaded and none submitted SOQs. The Purchasing Division is committed to continuing to perform outreach to local vendors to expand the bidder pool.

This matter was reviewed by Deputy City Attorney Richard F. Anthony on September 29, 2015 and by Budget Management Officer Victoria Bell on October 1, 2015.

TIMING CONSIDERATIONS

City Council action to adopt Specifications No. RFQ AP15-093 and award a contract concurrently is requested on October 20, 2015, to allow for timely execution of the contracts in an effort to begin the development of these important documents and complete grant expenditures within the required time frame.

FISCAL IMPACT

The contract expense will not exceed \$873,497. Overall project costs, including staff time and indirect costs, total \$962,144, of which \$834,072 will be funded with Airport Improvement Program (AIP) Grant funds and \$128,072 with Airport Operating Funds and Passenger Facility Charges (PFCs). An increase in appropriation of \$834,072 in the Airport Fund (EF320) in the Airport Department (AP) will be funded with FAA AIP Grant No. 3-06-0127-43-2015. Approval of this recommendation will provide continued support to the local economy.

SUGGESTED ACTION:

Approve recommendation.

Respectfully submitted,



BRYANT L. FRANCIS  
DIRECTOR, LONG BEACH AIRPORT

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APPROVED:

  
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PATRICK H. WEST  
CITY MANAGER