



# Memorandum

**TO:** HONORABLE MAYOR  
AND CITY COUNCIL

**FROM:** Mukesh (Mookie) Patel

**SUBJECT:** SEE BELOW

**DATE:** May 28, 2024

Approved

Date

6/6/24

**COUNCIL DISTRICT: 6**

**SUBJECT: MASTER CONSULTANT AGREEMENT WITH ABADJIS SYSTEMS, LTD. FOR PROJECT MANAGEMENT SUPPORT SERVICES AT SAN JOSÉ MINETA INTERNATIONAL AIRPORT**

## **RECOMMENDATION**

Adopt a resolution authorizing the City Manager or her designee to negotiate and execute a Master Consultant Agreement with Abadjis Systems, Ltd. dba ASLPM for Project Management Support Services at San José Mineta International Airport, for a period of five years from execution, in a total amount not to exceed \$4,000,000 over the term of the agreement.

## **SUMMARY AND OUTCOME**

This memorandum summarizes the proposals received and requests authorization for award of a contract for the Project Management Support Services (PMSS) at San José Mineta International Airport (Airport).

The recommendation will provide consultant resources to support the ongoing operation and development of the Airport on an as-needed basis, consistent with the goals and policies of the City's General Plan and Airport Master Plan.

## **BACKGROUND**

Pursuant to the terms of separate agreements, Airport concessionaires and tenants are required to perform periodic refurbishment, commonly referred to as tenant improvements. Additionally, from time to time, new concessions replace old ones. The tenants/concessionaires are responsible for all construction required to refurbish existing or new concessions or leased areas. These tenant improvements occur regularly and vary in scope and duration. Given the unique nature of

the Airport facility, with respect to its operational and security requirements, as well as maintaining established design and construction standards, the tenant improvement projects need specific oversight and management.

PMSS is required to support tenant improvement construction projects by providing design coordination and construction administration between Airport stakeholders and tenant contractors. In September 2018, a master consultant agreement for PMSS was executed with the project management consulting firm ASLPM for a two-year term that was extended through subsequent amendments that expired on December 31, 2023. Currently, PMSS is being provided by an on-call architectural and engineering consulting services firm under a service order agreement that is due to expire on June 30, 2024. Through a competitive Request for Qualifications process, a new PMSS firm has been selected to provide consultant services for a period of five years from execution of a master consultant agreement.

## **ANALYSIS**

A Request for Qualifications for PMSS at the Airport was advertised on February 21, 2024. Statements of Qualifications were received from five firms. The technical evaluation panel consisting of internal staff reviewed and evaluated the proposals. The panel scored the firms on the requirements in the Statements of Qualifications, and based on the following evaluation criteria:

- Team resumes and expertise;
- Firm profile and organizational chart;
- Past and current projects experience; and,
- Approach to recommended solutions.

The panel ranking is summarized below.

<b>Ranking</b>	<b>Consultant Name</b>	<b>Technical Evaluation (90)</b>	<b>Local Business Enterprise /Small Business Enterprise (10)</b>	<b>Total Points (100)</b>
1	Abadjis Systems, Ltd. dba ASLPM	67	10	77
2	Jones Lang LaSalle, Inc.	75	0	75
3	Jenkins Gales & Martinez, Inc.	64	5	69
4	Turner & Townsend, Inc	65	0	65
5	Studio 151, Inc.	45	10	55

The panel ranked Abadjis Systems, Ltd. dba ASLPM as the top firm based on its technical expertise and the quality of its Statement of Qualifications. The consultant also brings experience

and knowledge of the tenant improvements delivery process in an airport environment, stakeholder engagement, scheduling, construction management, and related support services.

Abadjis Systems, Ltd. dba ASLPM qualified as a Local Business Enterprise and a Small Business Enterprise.

The consultant's services will be provided under a master consultant agreement, with tasks authorized by separate service orders, as required. The general types of services that will be provided under the agreement include stakeholder engagement, scheduling services, design management services, construction administration/project management services, constructability and coordination analysis, and project closeout support services.

### **EVALUATION AND FOLLOW-UP**

No additional follow-up is anticipated at this time.

### **COST SUMMARY/IMPLICATIONS**

Funding for the allocation is currently appropriated in the 2025-2029 Proposed Airport Capital Improvement Program. The source of funding for this allocation is Fund 527 – Airport Renewal and Replacement Fund. Funding for this allocation has been reviewed and was determined that it will have no significant adverse impact on the Airport operating budget.

1. TOTAL COST OF CONTRACT/AGREEMENT

Contract/Agreement Amount	\$4,000,000
Recommended Amendment (as included in memorandum)	0
Total Contract/Agreement Amount	\$4,000,000

2. COST ELEMENTS OF AGREEMENT:

Professional Services	Per Task Order
Reimbursable Expenses	Per Task Order
Labor Rates	Under Negotiation

**TOTAL AGREEMENT AMOUNT: \$ 4,000,000**

### **BUDGET REFERENCE**

The table below identifies the fund and appropriations to fund the contract recommended as part of this memorandum.

Fund #	Appn #	Appn. Name	Total Appn	Contract Amount	2024-2025 Proposed Capital Budget Page*	Last Budget Action (Date, Ord. No.)
527	408Q	Project Management Support	\$400,000	\$400,000	507	N/A

\*The 2024-2025 Proposed Capital Budget is scheduled for City Council adoption on June 18, 2024.

### **COORDINATION**

This memorandum has been coordinated with the City Attorney's Office and the City Manager's Budget Office.

### **PUBLIC OUTREACH**

The Request for Qualifications was advertised on the City's internet bid site, Biddingo, which automatically sent emails to the list of pre-qualified consultants, and the Airport's website. An email was sent to 53 certified disadvantage business enterprises in multiple subcontracting work categories, and to the Ethnic Chambers, San Jose Chamber of Commerce, and other interested organizations including Minority Business Consortium, which provided project information, subcontracting opportunities (by North American Industry Classification System Codes and Caltrans Work Codes), bid date and time, and disadvantage business enterprises certification requirements.

Also, the Request for Qualifications was posted in Federal Aviation Administration Opportunities, Airport Minority Advisory Council, National Airport Transportation Association, Airports Council International-North America, and the Minority Business Development Agency, as well as shared with the Airport's compiled interested party list.

This memorandum will be posted on the City's Council Agenda website for the June 18, 2024 City Council meeting.

### **COMMISSION RECOMMENDATION AND INPUT**

No commission recommendation or input is associated with this action.

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**CEQA**

Not a Project, File No. PP17-002, Consultant services for design/study/inspection, or other professional services with no commitment to future action.

**PUBLIC SUBSIDY REPORTING**

This item does not include a public subsidy as defined in section 53083 or 53083.1 of the California Government Code or the City's Open Government Resolution.

/s/

MUKESH (MOOKIE) PATEL  
Director of Aviation

For questions, please contact Matthew Kazmierczak, Division Manager, at mkazmierczak@sjc.org or (408) 392-3640.