

TO: JAMES L. APP, CITY MANAGER  
FROM: JOHN R. McCARTHY, DIRECTOR OF PUBLIC WORKS  
SUBJECT: SELECTION OF CONSULTANT FOR AIRPORT TERMINAL DESIGN  
DATE: MARCH 16, 1999

**Needs:** For the City Council to select a consultant to design the terminal facility at the Municipal Airport, and to authorize staff to enter into a Consultant's Services Agreement.

- Facts:**
1. City Council directed staff to proceed with send out a Request for Proposals for the design of the new Airport Terminal Facility.
  2. A request for Proposals was circulated to interested architectural firms for the design of the new terminal.
  3. The City received three responses from qualified firms.
  4. The Airport Advisory Committee appointed a subcommittee to review and rate the proposals received.
  5. After review and rating by the subcommittee, Phillips, Metsch, Sweeney, Moore Architects emerged as the firm with the highest rating.

**Analysis and**

**Conclusion:** A request for proposals was sent out to approximately 40 qualified architectural firms, and received 3 responses. The Citizens' Airport Advisory Committee formed a three member subcommittee to review and rate each of the three proposals. After compiling the rating results from the subcommittee staff was able to determine the priority of their findings. The firm of Phillips, Metsch, Sweeney, Moore received 235 points; Gutierrez Associates received 221 points; and Heiser & Associates received 219 points.

**Policy Reference:** None.

**Fiscal Impact:** The proposal identifies a not-to-exceed amount of \$150,825. However, it appears that a number of items will be deleted from the proposal as these items have been completed by Parsons Corporation. Funding has been made available through the current Capital Improvement Program and Measure D.

- Options:**
- A. Accept the results of the Citizens' Airport Advisory subcommittee and select Phillips, Metsch, Sweeney, Moore to perform the design of the new Airport Terminal, and authorize staff to enter into a Consultant's Services Agreement.
  - B. Reject results of the Airport Advisory subcommittee and select an alternate firm to perform the design of the new Airport Terminal, and authorize staff to enter into a Consultant's Services Agreement.
  - C. Amend, modify, or reject the above options.

Attachments: (1)  
1) Rating Sheets

**CONSULTANT RATING SHEET**

**Architectural Services - Airport Terminal**

**Consultant:** Phillips, Metsch, Sweeney, Moore

CATEGORY	POSSIBLE POINTS	RATER'S SCORE		
		#1	#2	#3
1. Consultant has a clear understanding of the City's desires and general approach to the project.	10	10	10	10
2. Demonstrated experience in developing similar projects.	15	5	15	8
3. Demonstrated expertise in traffic flow and security requirements as mandated by the FAA for terminal operations.	10	5	10	8
4. Experience in working with and understanding the various elements and offices and resources within the FAA.	10	5	10	8
5. Demonstrated ability to perform quality work, meet established time schedules, and control project costs.	10	5	10	5
6. Rate the overall team that the Consultant has assembled.	10	5	10	9
7. Consultant has taken the time to research this project during the RFP process.	10	5	10	6
8. Ability to work effectively with City Staff and the community. (Including accessibility and travel distances)	10	10	9	9
9. Has ideas relevant to the uniqueness of Paso Robles.	5	5	10	4
10. General impression of the rater.	10	5	10	9
	<b>TOTAL</b>	<b>60</b>	<b>99</b>	<b>76</b>

**Total of 3 Raters: 235**

**Comments:**

No soils report. Drop McLier from the team - work already done by Parsons. Drop Firma Landscape - Work not needed at this time.

**CONSULTANT RATING SHEET**

**Architectural Services - Airport Terminal**

**Consultant:** Gutierrez/Associates AIA

CATEGORY	POSSIBLE POINTS	RATER'S SCORE		
		#1	#2	#3
1. Consultant has a clear understanding of the City's desires and general approach to the project.	10	10	9	6
2. Demonstrated experience in developing similar projects.	15	5	15	10
3. Demonstrated expertise in traffic flow and security requirements as mandated by the FAA for terminal operations.	10	5	10	8
4. Experience in working with and understanding the various elements and offices and resources within the FAA.	10	5	10	6
5. Demonstrated ability to perform quality work, meet established time schedules, and control project costs.	10	5	10	6
6. Rate the overall team that the Consultant has assembled.	10	5	10	9
7. Consultant has taken the time to research this project during the RFP process.	10	5	9	9
8. Ability to work effectively with City Staff and the community. (Including accessibility and travel distances)	10	5	10	5
9. Has ideas relevant to the uniqueness of Paso Robles.	5	2	5	4
10. General impression of the rater.	10	5	10	8
<b>TOTAL</b>		<b>52</b>	<b>98</b>	<b>71</b>

**Total of 3 Raters: 221**

**Comments:**

Drop Leigh Fischer Associates from the team - work already done by Parsons. Drop Dillingham Associates - Work not needed at this time.

Paso Robles Municipal Airport

**CONSULTANT RATING SHEET**

**Architectural Services - Airport Terminal**

**Consultant:** Heiser & Associates, Inc.

CATEGORY	POSSIBLE POINTS	RATER'S SCORE		
		#1	#2	#3
1. Consultant has a clear understanding of the City's desires and general approach to the project.	10	10	10	8
2. Demonstrated experience in developing similar projects.	15	5	7	5
3. Demonstrated expertise in traffic flow and security requirements as mandated by the FAA for terminal operations.	10	10	5	5
4. Experience in working with and understanding the various elements and offices and resources within the FAA.	10	8	5	6
5. Demonstrated ability to perform quality work, meet established time schedules, and control project costs.	10	8	10	8
6. Rate the overall team that the Consultant has assembled.	10	5	10	8
7. Consultant has taken the time to research this project during the RFP process.	10	8	8	6
8. Ability to work effectively with City Staff and the community. (Including accessibility and travel distances)	10	10	8	5
9. Has ideas relevant to the uniqueness of Paso Robles.	5	5	5	4
10. General impression of the rater	10	10	8	9
<b>TOTAL</b>		<b>79</b>	<b>76</b>	<b>64</b>

**Total of 3 Raters: 219**

**Comments:**

Appears to have done many school - type jobs, not a lot of Airport Design..

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# PHILLIPS METSCH SWEENEY MOORE ARCHITECTS

## PROJECT SCOPE AND DESIGN APPROACH

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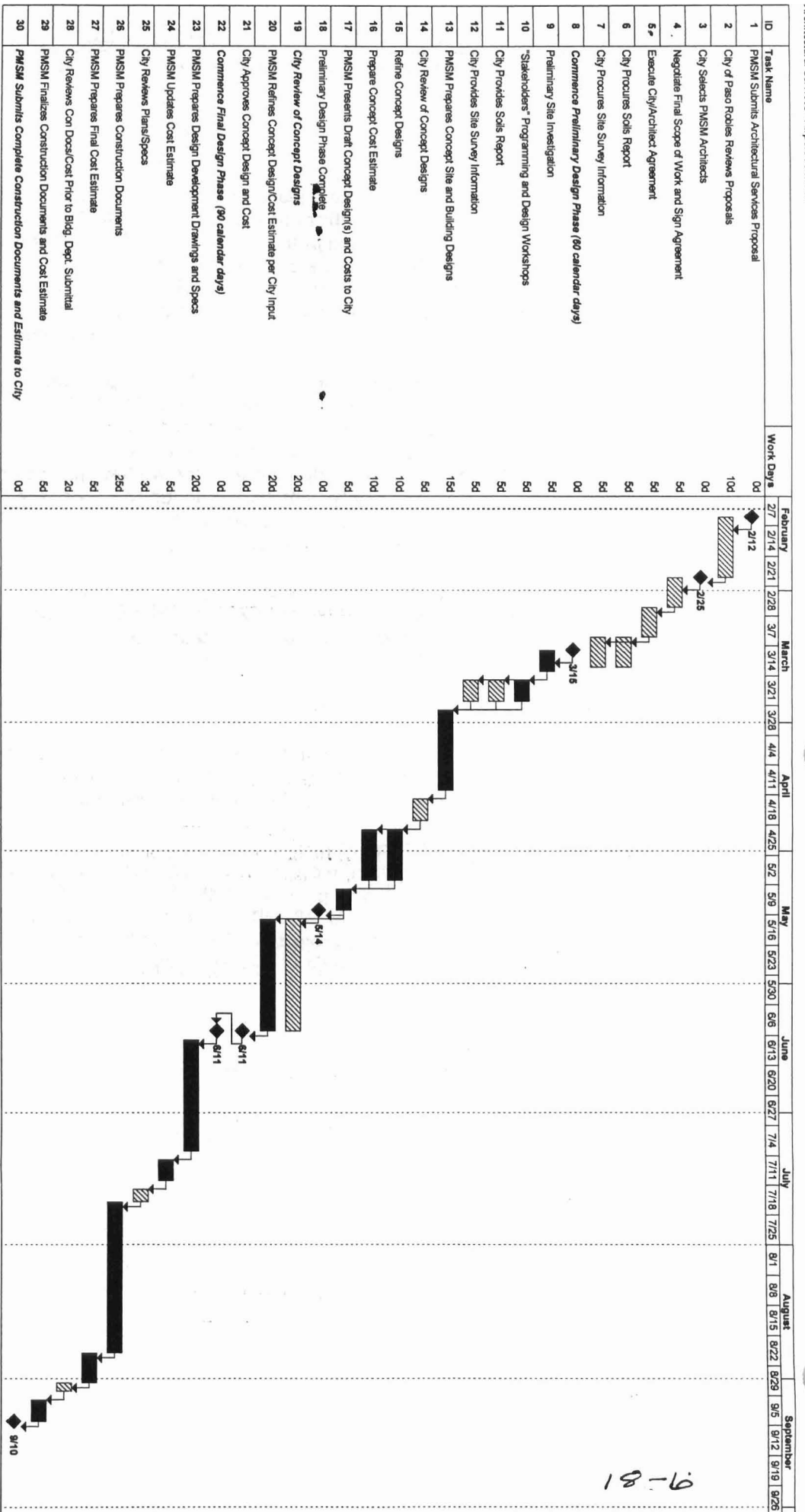
We have reviewed the Airport Master Plan and Area Specific Plan. It is our understanding that this initial 6,000 sf building is the possible first phase of the "Airport Center Building" described in the Parson's report dated October 1998. It is further understood that the City of Paso Robles expects the Airport Terminal building to be the focal point and activity center for airport passenger and air travel operations. Most importantly, it should provide a signature statement or "sense of place" conveying the identity of the city while welcoming visitors to the airport.

In order to ascertain this desired image and to confirm the program as outlined on Table 1 of the Parson's report, PHILLIPS METSCH SWEENEY MOORE ARCHITECTS proposes to conduct a "stakeholders workshop" within the first week of the design process. This will enable us to develop a design approach for the project. This workshop would be held in a similar fashion to those we have just completed for Cuesta College's new North County Campus. Although the city has requested two schemes for development (an activity which we can accomplish), we believe this approach will allow us to zero in on a consensus, single plan earlier in the process.

Using the information gained from the workshop, together with input from our technical advisor, Tom Rossbach, Director of Aviation Planning at McClier Corporation, our team will develop schematic plans for presentation to the city's staff for initial review, comment, and refinement. Additional meetings with other review agencies, and/or stakeholders, can then be accomplished as preliminary work continues on the project.

Mr. Rossbach will interface directly with his contacts at the FAA and other regulatory agencies to determine requirements specific to this project. Review and discussion with other agencies will be accomplished through our Paso Robles office.

When the preliminary or schematic design is accepted by the city we can pursue an aggressive schedule to complete the construction documents and cost estimates for city review and issuance of a building permit. If the City of Paso Robles wishes, PHILLIPS METSCH SWEENEY MOORE ARCHITECTS and McClier corporation can perform value engineering for the project early on as we have recently done for the terminal remodel project at the San Luis Obispo County Airport.



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PHILLIPS METSCH SWEENEY MOORE ARCHITECTS

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PROPOSED CONSULTANT TEAM

MCCLIER CORPORATION  
*AVIATION PLANNING*  
*Chicago, Illinois*

NORTH COAST ENGINEERING, Inc.  
*CIVIL ENGINEERING*  
*Paso Robles, California*

K.B. LEUNG ASSOCIATE ENGINEERS  
*STRUCTURAL ENGINEER*  
*Alta Loma, California*

BRUMMEL, MYRICK & ASSOCIATES  
*MECHANICAL ENGINEER*  
*San Luis Obispo, California*

THOMA ELECTRIC  
*ELECTRICAL ENGINEER*  
*San Luis Obispo, California*

firma  
*LANDSCAPE ARCHITECTURE*  
*San Luis Obispo, California*

