

**Report to the
Business Administration Committee**

**Recommendation to Award Contracts
for
Parking and Shuttle Bus Concessions at
Washington Dulles International Airport
and
Ronald Reagan Washington National Airport**

July 2015

PURPOSE

Staff requests that the Business Administration Committee approve and recommend to the Board of Directors that it approve the award of two separate contracts to Five Star U Street Metropolitan Washington Airport, LLC (Five Star) to operate the parking and shuttle bus concessions at Dulles International and Reagan National.

BACKGROUND

- In November 2014, the Business Administration Committee reviewed and concurred with the issuance of a Request for Proposals (RFP) using the Best Value method for the combined management and operation of the public parking and shuttle bus operations at both Airports.
- The RFP was issued in February 2015.
- Five proposals were received and evaluated; two proposals were deemed outside the competitive range and eliminated from continuing in the process.

DISCUSSION

- Based on the proposals, oral interviews, Best and Final Offers, and Financial Offers submitted by the Offerors, Five Star U Street Parking was determined to provide the Best Value to the Airports Authority, and is recommended to be awarded the contracts at both Airports.
- The terms of these contracts are three years with two one-year options, commencing October 1, 2015.
- Airport Concession Disadvantaged Business Enterprise participation requirement is 25 percent.



RECOMMENDATION

Staff requests that the Business Administration Committee approve and recommend to the Board of Directors that it approve the award of two separate contracts to Five Star U Street Metropolitan Washington Airport, LLC (Five Star) to operate the parking and shuttle bus concessions at Dulles International and Reagan National, effective October 1, 2015. The value of the contracts at both Airports, based on the management fee to be paid to the contractor, is \$5.7 million for the five-year term.



Ronald Reagan Washington National Airport



Dulles Corridor Metrorail Project



Dulles Toll Road



Washington Dulles International Airport

METROPOLITAN WASHINGTON
AIRPORTS AUTHORITY

Proposed Resolution

Approving the Award of Contracts to Operate the Parking and Shuttle Bus Concessions at the Airports

WHEREAS, In November 2014, staff presented a pre-solicitation paper to the Business Administration Committee in connection with the upcoming procurement for the management of public parking facilities and the operation of shuttle buses at the two Airports;

WHEREAS, In February 2015, a Request for Proposals (RFP) in this procurement was issued;

WHEREAS, On July 15, 2015, the Business Administration Committee received the results of the procurement; accepted the staff's recommendation that Five Star U Street Metropolitan Washington Airport, LLC be awarded a contract to operate the parking and shuttle bus concessions at each Airport, a recommendation which was based in part on a combined management fee of \$5.7 million over the five-year life (including option years) of the contracts; and in turn recommended that the Board of Directors approve the award of these contracts to Five Star U Street Metropolitan Washington Airport, LLC; now, therefore, be it

RESOLVED, That the award of contracts to operate the parking and shuttle bus concessions at both Airports to Five Star U Street Metropolitan Washington Airports, LLC, is approved; and

2. That the President and Chief Executive Officer is authorized and directed to enter into two contracts with Five Star U Street Metropolitan Washington Airport, LLC, to operate the parking and shuttle bus concessions at the two Airports, with each contract beginning on October 1, 2015, having a base term of three years with two one-year options, and otherwise consistent with the terms and conditions presented to the Business Administration Committee at its July 2015 meeting.

*For Consideration by the Business Administration Committee and
Board of Directors on July 15, 2015*