

EVALUATION COMMITTEE REPORT

Professional Consulting Services Related to the Preparation of a Passenger Facility Charges (PFCs) Application for Federal Aviation Administration Approval.

Four Statements of Qualifications (SOQ) were received by the published Request for Qualifications (RFQ) submission deadline of 5:00 PM January 15, 2016. An evaluation committee was convened to evaluate each SOQ based on criteria identified in the RFQ. The evaluation committee consisted of Mike Lima (City Director of Finance), Dan Weber (Assistant Director of Aviation, and Lino Del Signore (Airports Finance Officer). The evaluation criteria was identified in the RFQ and included:

- Project Manager PFC experience and availability
- Firm-wide recent PFC credentials, including experience completing PFC applications that seek reimbursement for PFC-eligible project costs previously funded with airport monies
- Project method or approach
- Working relationships with FAA officials in Washington and at the Airport District Office in Brisbane, California

The evaluation committee scored the Statements of Qualifications as follows:

Company	Dan Weber	Michael Lima	Lino Del Signore	Final Ranking
Unison Consulting	8.5	20	17	1
ICF International	3.67	18	16	2
Leigh Fisher	3.67	18	16	2
Leibowitz & Horton	4	15	16	3

The evaluation committee assigned the highest ranking to Unison Consulting. Unison is a specialized airport finance consultancy. As with the other firms, Unison's overriding strength was its experienced staff, including a retired Federal Aviation Administration (FAA) official who drafted the original Passenger Facility Charges regulations and is an expert on project eligibility. Like the other respondents, Unison has extensive experience preparing PFC applications on behalf of airport sponsors.

The following is a summary of those firms not selected under this recruitment.

ICF International

ICF is a global consultancy with multiple practice areas, including Aviation finance. ICF submitted an impressive proposal featuring an experienced project team.

Leigh Fisher

Leigh Fisher is a transportation and infrastructure finance consultancy that has completed projects for Airports in the past. Like the other respondents, Leigh Fisher has significant experience preparing PFC applications.

Leibowiz & Horton

Leibowiz & Horton is a smaller two-person consulting firm that submitted a proposal highlighting extensive experience preparing PFC applications on behalf of airports similar in size to Fresno.

Conclusion

ICF International, Leigh Fisher, and Leibowiz & Horton are all highly qualified. However, the evaluation committee recommended Unison because it valued Unison's in-depth and unmatched knowledge of PFC regulations, eligibility requirements, and their familiarity with the FAA. The Director of Aviation supports the evaluation committee recommendation.