

## ORDINANCE

**APPROVING A PROFESSIONAL SERVICES AGREEMENT WITH HALEY & ALDRICH, INC. FOR PROCESS IMPROVEMENT CONSULTING SERVICES FOR THE SAN ANTONIO AIRPORT SYSTEM (SAAS) IN THE AMOUNT NOT-TO-EXCEED \$900,000.00 FOR AN INITIAL TERM OF THREE YEARS WITH THE OPTION TO EXTEND FOR TWO, ONE-YEAR PERIODS.**

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**WHEREAS**, the Development Department at SAAS manages new building projects and renovations to airside and landside facilities and provides Project Management and Contract Administration services for implementation of major and minor capital projects; and

**WHEREAS**, SAAS has reached a pivotal point in its growth as an organization and must improve, streamline, and modernize many aspects of its project delivery processes and systems to align with the Airport's goals for operational excellence, all while simultaneously taking on large development programs; and

**WHEREAS**, the City issued a Request for Qualifications (RFQ) for Process Improvements Consulting Services for the San Antonio Airport System on June 29, 2023, with a submission deadline of August 4, 2023, and received five responses for evaluation committee review; and

**WHEREAS**, a selection committee consisting of representatives from the Aviation Department, evaluated and scored the four responsive proposals on September 6, 2023 and Haley & Aldrich, Inc. received the highest score and was recommended for award; and

**WHEREAS**, this Ordinance approves a professional services agreement with Haley & Aldrich, Inc. for Process Improvement Consulting Services for the San Antonio Airport System (SAAS) in the amount not-to-exceed \$900,000.00 for an initial term of three years with the option to extend for two, one-year periods, with funding for year one of the agreement in the amount of \$300,000.00 available from the Airport Operating & Maintenance Fund FY 2024 Adopted Budget, and funding for subsequent years contingent upon City Council approval of the annual budget; **NOW THEREFORE:**

**BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SAN ANTONIO:**

**SECTION 1.** The City Manager, or designee, is authorized to execute a Professional Services Agreement with Haley & Aldrich, Inc. in an amount not-to-exceed \$900,000.00 for an initial term of three years with the option to extend for two, one-year periods, with funding for year one of the agreement in the amount of \$300,000.00 available from the Airport Operating & Maintenance Fund FY 2024 Adopted Budget, and funding for subsequent years contingent upon City Council approval of the annual budget a copy of which is set out in **Exhibit 1**.

**SECTION 2.** Funding in the amount of \$300,000.00 for this ordinance is available in Fund 51001000, Cost Center 3305030001 and General Ledger 5201040 as part of the Fiscal Year 2024 Adopted Budget approved by City Council.

**SECTION 3.** Additional funding is contingent upon City Council approval of the Fiscal Year 2025 and subsequent budgets that fall within the contract terms of this ordinance.

**SECTION 4.** Payment in the amount of \$900,000.00 is authorized to Haley & Aldrich, Inc. and should be encumbered with a purchase order.

**SECTION 5.** The financial allocations in this Ordinance are subject to approval by the Deputy Chief Financial Officer, City of San Antonio. The Deputy Chief Financial Officer may, subject to concurrence by the City Manager or the City Manager's designee, correct allocations to specific Fund Numbers, Project Definitions, WBS Elements, Internal Orders, Fund Centers, Cost Centers, Functional Areas, Funds Reservation Document Numbers, and GL Accounts as necessary to carry out the purpose of this Ordinance.

**SECTION 6.** This Ordinance is effective immediately upon the receipt of eight affirmative votes; otherwise, it is effective ten days after passage.

***PASSED and APPROVED this 12<sup>th</sup> day of December, 2023.***

**M A Y O R**  
Ron Nirenberg

**ATTEST:**

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Debbie Racca-Sittre, City Clerk

**APPROVED AS TO FORM:**

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Andrew Segovia, City Attorney

**EXHIBIT 1**

**PSA FOR PROCESS IMPROVEMENT CONSULTING SERVICES**

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