



REPORT TO THE FINANCE COMMITTEE

Pre-Solicitation Terms for the Traffic and Revenue Consulting Services Contract

Dulles Corridor Enterprise

March 2013



Purpose & Background

- Request Finance Committee concur with the issuance of a Request for Proposals (RFP) for Traffic and Revenue (T&R) Consulting Services for the Dulles Corridor Enterprise
- Under the Master Indenture of Trust and Supplemental Agreements (Bond Indenture) for DTR Revenue Bonds, the Airports Authority must retain a Toll Road Consultant, defined as:
“A firm or firms of national recognition with expertise and experience regarding the operation, management and financing of, and the collection of revenues from, toll roads”
- The previous contract was with CDM Smith and had a 25% LDBE requirement



Description of Services

- The services to be provided by the Toll Road Consultant include, but are not limited to, the following:
 - Provide certificates and opinions related to annual reviews, proposed changes in toll rate schedules or toll classifications, and periodic bond issuances
 - Develop and periodically update traffic and revenue projections for the DTR as requested, supported by written analysis
 - Prepare evaluations, studies and opinions as necessary to determine recommended toll rates and periodic toll rate adjustments for the DTR



Proposed Solicitation

- The proposed solicitation contract term would be for a three-year base plus two one-year options
- A 25% LDBE requirement is included in this procurement
- The contract term would have an annual not-to-exceed amount of \$2 million



Evaluation Criteria

- Price
- Experience and Qualifications of the Firm
- Experience and Qualifications of the Personnel
- Management Plan



Recommendation

- Staff requests that the Finance Committee concur with the solicitation terms of the RFP for Traffic and Revenue Consulting Services
- The contract will exceed \$3 million, and accordingly, will require Committee and full Board approval before award