

Airport Financial Consulting Services Pre-Proposal Conference

February 11, 2026



WELCOME

- ✈ **All participant microphones have been muted and will remain muted for the duration of the conference.**
- ✈ **We kindly request that all questions be submitted through the Teams chat feature.**
- ✈ **An addendum will be posted that includes a copy of today's PowerPoint presentation and all questions submitted today along with their corresponding responses.**

TOPICS

1. **Request for Proposals Review**
2. **Overview of Scope**
3. **Minimum Qualifications**
4. **DBE Program Information**
5. **Evaluation of Proposals**
6. **RFP Timeline**
7. **Questions**



REQUEST FOR PROPOSALS REVIEW

Aubrie Hollars, ASO II

Proposal Requirements:

A full list of Proposal Requirements can be found on pages 3 through 16 of the RFP. Some of the requirements listed are as follows:

- ✓ One electronic copy submitted through OpenGov on the project page, <https://procurement.opengov.com/portal/saccounty/projects/234861>
- ✓ Cover Letter
- ✓ Company Qualifications
- ✓ Required Forms:
 - Contractor Certifications of Compliance Form
 - Contractor Identification Form
- ✓ Fee Schedule for the initial 3-year agreement and the potential 2, 1-year term extension.
- ✓ Statement that the Proposer agrees to the Agreement format, content and all requirements as presented, including professional liability insurance limits.

OVERVIEW OF SCOPE

Doug McDonald, Deputy Director of Airports

The scope of work in each of the subject areas described below is a general guide and is not intended to be a complete list of all services that may be required or desired in that subject area. Given the broad range of possible services, the Department encourages Proposers to submit a response for all subject areas where they meet or exceed the minimum qualifications described in this RFP.

- ✈ Financial, Risk and Capital Plan Management and Analysis:
 - ✘ Provide financial, risk, and strategic analysis.
 - ✘ Model revenue sources (PFCs, CFCs), budgets, expenditures.
 - ✘ Support compliance, forecasting, sensitivity analysis, and reporting.

OVERVIEW OF SCOPE CONTINUED

Doug McDonald, Deputy Director of Airports

✈ Budget & Capital Plan

- ✘ Support operating budget strategy and capital plan analysis.
- ✘ Develop financial models and evaluate capital impacts.
- ✘ Advise on Majority in Interest processes.

✈ Cost Allocation & Bond Feasibility

- ✘ Perform cost allocation studies (2 CFR Part 200).
- ✘ Prepare consultant certificates, projections, and reports for bond issuance. “Prepare and deliver the Department Consultant’s certificate...”

OVERVIEW OF SCOPE CONTINUED

Doug McDonald, Deputy Director of Airports

- ✈ Rental Car Concession Program
 - ✘ Support planning for CONRAC facilities and concession program.
 - ✘ Participate in meetings, develop agendas, advise on industry practices.
 - ✘ Provide strategic, financial, and policy guidance.
 - ✘ Develop business terms, bridging agreements, and selection processes.
 - ✘ Assist with space allocation, documentation, and post selection compliance.

- ✈ General Support
 - ✘ Provide additional financial and analytical services as needed. “Such services may include, but are not limited to, specialized studies...”

MINIMUM QUALIFICATIONS

Aubrie Hollars, ASO II

- ✓ The Proposer must be registered with the California Secretary of State and permitted to conduct business in the State of California.
- ✓ The Proposer must have a minimum of five (5) years of airport financial management consulting experience.
- ✓ The Proposer must have provided airport financial consulting services to at least three (3) commercial airports (medium or large hub) since January 2021 (identify as described in Sections X and/or XII below).
- ✓ Proposer must maintain insurance and worker's compensation policies that meet or exceed the minimum requirements of the Department.



DISADVANTAGE BUSINESS ENTERPRISE (DBE) PROGRAM INFORMATION

Aubrie Hollars, ASO II

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**For more information on the DBE program, visit the
California Department of Transportation (CALTrans)
website at:**

http://www.dot.ca.gov/hq/bep/dbe_program.htm

EVALUATION OF PROPOSALS

Aubrie Hollars, ASO II

Category	Points Toward Overall Score
Attendance at Mandatory Virtual Pre-Proposal Conference	Pass/Fail
Completeness of Response	Pass/Fail
Minimum Qualifications	Pass/Fail
References	Pass/Fail
Scoring of Proposals Receiving “Pass” on the Category Above	
Experience and Qualifications	40
Approach to Airport Consulting Services	40
Cost Proposal	20
Total	100

RFP TIMELINE

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Dates	Event
February 24, 2026	Questions due by 12:00 P.M. Pacific Time
March 10, 2026	Addenda issued if necessary, including Department's responses to questions
March 17, 2026	Proposals Due by 12:00 P.M. Pacific Time
April 14, 2026	Interviews with the highest-ranked Proposers
June 16, 2026	Evaluation Complete & Recommendation made to the Board of Supervisors
June or July 2026	Anticipated effective date of Agreement with selected Proposer

QUESTIONS?

RFP CONTACT:

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