

CITY COUNCIL MEMORANDUM

AGENDA ITEM

REQUEST AUTHORIZATION TO UTILIZE A REQUEST FOR QUALIFICATIONS/ PROPOSAL (RFQ/P) FOR IMPROVEMENTS TO THE RENTAL CAR READY LOT AT THE KILLEEN-FORT HOOD REGIONAL AIRPORT

ORIGINATING DEPARTMENT Aviation

BACKGROUND INFORMATION

On August 9, 2011, the City Council approved lease agreements with the Rental Car Concessions at Killeen-Fort Hood Regional Airport which included the collection of a Customer Facility Charge (CFC) to fund improvements to the rental car areas. The CFCs are accrued in a restricted fund for the purpose and benefit of funding improvements to the car rental facilities.

DISCUSSION/CONCLUSION

Staff consulted with the rental car companies at Killeen-Fort Hood Regional Airport (KFHRA) to generate a project priority list for rental car facility improvements. That list identified items for improvements to the rental car ready area, one of which was to provide covered parking for the rental car ready lot.

Staff recommends using an RFQ/P to select a team for a turnkey solution to design, build, and finance this improvement. It is the opinion of staff that using a quantitative, evaluative process such as the RFQ/P will provide the City with the greatest opportunity to receive the best value not only in cost, but also in the design and installation of the systems. This process will garner information from interested parties and permit an evaluation committee to review and evaluate the requested information. This evaluation will examine the content of each proposal, evaluate the proposer's level of experience with design-build-finance projects at various facilities, and provide references of the proposer, among others. A standard bid process only guarantees the lowest cost, but not necessarily the best value of a proposal. The RFQ/P process will provide the best value system for the airport and the City.

FISCAL IMPACT

There is no fiscal impact associated with this RFQ/P process.

RECOMMENDATION

City Council authorize staff to utilize the RFQ/P process to identify and select the best value design-build team for the upgrades to the rental car ready facility at the Killeen-Fort Hood Regional Airport.