



## STAFF REPORT

**DATE:** April 18, 2017

**TO:** Ronald L. Olson, City Manager

**FROM:** Leslie Hinkle, Executive Director of Community Development

**SUBJECT:** Award of Competitive Bid # 17-08 Operable Panel Partitions Wall Replacement for the Killeen Civic and Conference Center

### **BACKGROUND AND FINDINGS:**

On March 14, 2017, Killeen City Council approved the competitive bid process to begin for the replacement of existing airwalls at the Killeen Civic and Conference Center. Specifications were developed and bids were advertised on March 19 and 26, 2017. Bids were opened and read aloud on April 4, 2017, at 3:15pm at Killeen City Hall-Council Chambers.

### **THE ALTERNATIVES CONSIDERED:**

#### **Which alternative is recommended? Why?**

The current airwalls at the Killeen Civic and Conference Center are beyond refurbishing and will not provide the noise attenuation that is desired for a conference center operation. Purchasing new air walls with greater sound reduction is the best solution to maintain and potentially increase revenue at the conference center. Bookings are anticipated to increase with the new airwalls because noise will not be the primary factor when booking events that can be located next to each other in the facility.

### **CONFORMITY TO CITY POLICY:**

The competitive bid process is required per Local Government Code and Killeen City Charter.

### **FINANCIAL IMPACT:**

#### **What is the amount of the expenditure in the current fiscal year? For future years?**

The following bids were received from two vendors: National Air Wall Systems in the amount of \$371,170.00 and HUF COR, Inc in the amount of \$248,500.00.

**Is this a one-time or recurring expenditure?**

The newly-purchased airwalls for this facility item are expected to last 10 to 15 years. With an ongoing maintenance program based on recommended industry standards, it is anticipated that the airwalls will last as noted.

**Is this expenditure budgeted?**

The purchase of new airwalls was not funded in the FY 17 budget. A budget amendment was approved on March 14, 2017.

**If not, where will the money come from?**

A budget amendment was approved by City Council on March 14, 2017, to fund the airwalls in the amount of \$260,000.00 from the 214- Special Revenue Fund - Hotel Motel Occupancy Tax Receipts.

**Is there a sufficient amount in the budgeted line-item for this expenditure?**

Yes, funding is now in account 214-0705-457-60-05 Buildings, available for this purchase and expenditure.

**RECOMMENDATION:**

Staff recommends that City Council award competitive bid # 17-08 Operational Panel Partitions Wall Replacement for the Killeen Civic and Conference Center to HUF COR, Inc., that the City Manager is authorized to execute the contract for purchase of said airwalls from HUF COR, Inc. that he is further authorized to execute any and all change orders allowed by state and local law.

**DEPARTMENTAL CLEARANCES:**

Purchasing  
Finance  
Legal

**ATTACHED SUPPORTING DOCUMENTS:**

HUF COR Bid  
Agreement  
Certificate of Interested Parties