



STAFF REPORT

DATE: August 21, 2018

TO: Ronald L. Olson, City Manager

FROM: Matthew Van Valkenburgh A.A.E., Executive Director of Aviation

SUBJECT: DESIGN & CONSTRUCTION CONTRACT WITH BIG MAN WASHES

BACKGROUND AND FINDINGS:

On August 9, 2011, the City Council approved 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 have been accrued in a restricted fund for the purpose and benefit of funding improvements to the car rental facilities.

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 the initial priority improvements should be for the rental car ready area, more specifically to upgrade the vacuum systems, upgrade the existing manual car wash bays, and add an automated car wash to the existing site.

In February 2017, council approved Staff to release a request for qualifications for the design / build of improvements to the rental car ready area. On June 21, 2017, RFQ 17-07 closed and the sealed statements were opened. The proposals were reviewed by a technical evaluation committee which selected Big Man Washes as the primary vendor for the project. Subsequently, Staff directed Big Man Washes to provide a design concept and proposal for the project. During this design period, Staff visited other rental car service areas to ensure appropriate improvements were identified and satisfied the rental car company's requirements. Following approval of the design, Staff negotiated a contract with Big Man Washes for the construction phase of the project.

THE ALTERNATIVES CONSIDERED:

Alternatives considered: (1) Use CFC funding to design/build requested improvements to the rental car service area at KFHRA; (2) select a different design/build team, or, (3) abandon the project.

Which alternative is recommended? Why?

Alternative 1 is the prudent course of action. The project is fully funded by the CFC fund, the project was identified as the highest priority by the rental car companies, the upgrades will save energy and decrease current maintenance costs, and the project has no financial impact on the Aviation Fund.

CONFORMITY TO CITY POLICY:

Yes

FINANCIAL IMPACT:

The project is 100% funded by the Customer Facility Charge (CFC) Fund in the CFC Projects account number 526-0512-521.67-01.

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

Current Fiscal Year: \$728,205 from Customer Facility Charge (CFC) Fund

Future years: N/A

Is this a one-time or recurring expenditure?

One-time

Is this expenditure budgeted?

Yes

If not, where will the money come from?

N/A

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

Yes

RECOMMENDATION:

City Council authorize the City Manager or designee to execute a contract with Big Man Washes for \$728,205 as well as any and all change orders within the amounts set by state and local law.

DEPARTMENTAL CLEARANCES:

Finance

Legal

ATTACHED SUPPORTING DOCUMENTS:

Agreement

Certificate of Interested Parties