



AGENDA MEMORANDUM

Future Item for the City Council Meeting of April 10, 2018
Action Item for the City Council Meeting of April 17, 2018

DATE: April 10, 2018
TO: Margie C. Rose, City Manager
FROM: Fred Segundo, Director of Aviation
FredS@cctexas.com
(361) 826-3932

Kim Baker, Assistant Director of Financial Services-Purchasing Division
KimB2@cctexas.com
(361) 826-3169

**Inspection, Preventive Maintenance and Repairs for Automatic Sliding Doors
Service Agreement for CCIA for Two Years, with Two One-year Options and a
Total Potential Multi-Year not to Exceed Amount of \$190,320**

CAPTION:

Motion authorizing a two-year service agreement with Door Direct of Corpus Christi, Texas to provide Automatic Door services and repairs for Corpus Christi International Airport (CCIA) for a total amount not to exceed \$95,160, with two one-year options allowing a total potential multi-year not to exceed amount of \$190,320.

PURPOSE:

The Service Agreement will ensure prompt service when problems with any of the Automatic Doors Systems arise.

BACKGROUND AND FINDINGS:

All CCIA automated doors are essential for the daily operations of the airport. These automated doors are in constant use and essential to facilitation of pedestrian luggage transportation in and out of the airport terminal. All automated doors must remain fully functional to minimize the possibility of rerouting baggage towing pedestrian traffic to other doors in the terminal. Fully functional automated doors insure the seamless flow of pedestrian traffic to and from aircraft, automobiles, ticketing and rental car agencies. Ultimately, the automated door service agreement will help insure the continuous function of the doors while increasing the reliability of each door safety mechanism to pedestrian traffic.

The Purchasing Division conducted a competitive Request for Bid process to obtain bids for a contract. The City received one responsive, responsible bid and is recommending the award to Door Direct. Door Direct labor rates are competitive with other automated door service companies in the Corpus Christi, Texas area, with a labor rate of \$90 per hour. Labor rates range from \$65 to \$166.

ALTERNATIVES:

Not applicable.

OTHER CONSIDERATIONS:

Not applicable.

CONFORMITY TO CITY POLICY:

This purchase conforms to the City’s purchasing policies and procedures and State statutes regulating procurement.

EMERGENCY / NON-EMERGENCY:

Non-emergency.

DEPARTMENTAL CLEARANCES:

Facilities

FINANCIAL IMPACT:

X Operating Revenue Capital Not applicable

Fiscal Year: 2017-2018	Current Year	Future Years	TOTALS
Line Item Budget	\$155,725.27	\$75,335	\$231060.27
Encumbered / Expended Amount	\$102,467.46		\$102,467.46
This item	\$19,825	\$75,335	\$95,160
BALANCE	\$33,432.81	\$0	\$33,432.81

Fund(s): Airport

Comments: The initial contract is for an amount not to exceed \$95,160, of which \$19,825.00 is funded in FY2017-2018 budget. The total contract value will be \$190,320 if all option years are executed.

RECOMMENDATION:

Staff recommends approval of the motion as presented.

LIST OF SUPPORTING DOCUMENTS:

Service Agreement
Bid Tabulation