



# City of San Antonio

## Agenda Memorandum

**File Number:**

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**Agenda Item Number:** 6

**Agenda Date:** April 4, 2024

**In Control:** City Council A Session

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**DEPARTMENT:** Finance Department

**DEPARTMENT HEAD:** Troy Elliott

**COUNCIL DISTRICTS IMPACTED:** Citywide

**SUBJECT:**

Annual Contract for Rubber and Paint Build-up Removal Services – Airport

**SUMMARY:**

This ordinance authorizes a contract with Hi-Lite Airfield Services, LLC, to provide rubber and paint build-up removal services for the Aviation Department at the San Antonio International Airport (SAT) for a term upon award through December 31, 2027 with two, one-year renewal options for an estimated cost of \$175,600 annually and an estimated total cost of \$878,000 over the contract term. Funding for this contract in the amount of \$175,600 is available from the FY 2024 Airport Operating & Maintenance Fund. Funding for subsequent years is contingent upon City Council approval of the annual budget.

**BACKGROUND INFORMATION:**

Submitted for City Council consideration and action is a proposal submitted by Hi-Lite Airfield Services, LLC to perform rubber contamination removal from runway surfaces on air carrier strength, grooved Portland Cement Concrete and paint build-up removal from all concrete and a limited amount of asphalt surfaces on the aircraft movement areas to include taxiways, aprons, and ramps at the San Antonio International Airport.

The City issued a Request for Competitive Sealed Proposals (RFCSP) for “Annual Contract for Rubber and Paint Build-up Removal Services – Airport” (RFCSP 23-125, 6100017239) on October 4, 2023, with a submission deadline of November 15, 2023. The RFCSP was advertised in the HartBeat, TVSA channel, the City’s Bidding & Contracting Opportunities website, the San Antonio e-Procurement System and an email notification was released to a list of potential respondents. Three (3) proposals were received, and all were deemed eligible for review.

The evaluation committee met on December 19, 2023, to evaluate the proposals received. The evaluation committee consisted of representatives from the Aviation Department. The Finance Department, Procurement Division assisted by ensuring compliance with City Procurement policies and procedures. The evaluation of each proposal was based on a total of 100 points: 35 points were allotted for Experience, Background and Qualifications; 45 points were allotted for Proposed plan; and 20 points were allotted for respondent’s Price Schedule. Additional categories of consideration included references and financial qualifications.

Based on the final scoring, Cyclone Technology, LLC was recommended for award; however, upon notification of award recommendation, Cyclone Technology, LLC informed the City that a division of Cyclone Technology, LLC’s had been purchased by the 2nd ranked vendor, Hi-Lite Airfield Services, LLC. Hi-Lite Airfield Services, LLC has agreed to honor the response and pricing submitted by Cyclone Technology, LLC. The evaluation committee and the Aviation Department concur with recommendation to proceed with award to Hi-Lite Airfield Services, LLC.

The initial term of the agreement will be for the period upon award by City Council through December 31, 2027. Two (2) additional one-year renewals at the City’s option will also be authorized by this ordinance.

#### **ISSUE:**

This contract will provide rubber and paint build-up removal services for the Aviation Department. Services will include, but are not limited to, rubber contamination removal from runway surfaces on air carrier strength, grooved Portland Cement Concrete and paint build-up removal from all concrete and a limited amount of asphalt surfaces on the aircraft movement areas to include taxiways, aprons, and ramps at the San Antonio International Airport.

The Small Business Economic Development Advocacy (SBEDA) Ordinance requirements were waived due to the lack of small, minority, and/or women businesses available to provide these goods and services.

This award is an exception to the Local Preference Program.

The Veteran-Owned Small Business Preference Program does not apply to non-professional service contracts, so no preference was applied to this contract.

This vendor has acknowledged to comply with the Heat Illness Prevention Ordinance, approved

on August 31, 2023, through Ordinance #2023-08-31-0585.

**ALTERNATIVES:**

Should this contract not be approved, the Aviation Department may be required to solicit for required rubber and paint build-up removal services on an as needed basis, where increased costs due to non-contract buying could be realized. Non-contract rates may result in increased costs and adversely affect timeliness of rubber and paint build-up removal services.

**FISCAL IMPACT:**

This ordinance will approve a contract with Hi-Lite Airfield Services, LLC, to perform rubber and paint build-up removal services on an as needed basis for the Aviation Department at the San Antonio International Airport for a term upon award through December 31, 2027 with two, one-year renewal options for an estimated cost of \$175,600 annually and an estimated total cost of \$878,000 over the contract term. Funding for this contract in the amount of \$175,600 is available from the FY 2024 Airport Operating & Maintenance Fund. Funding for subsequent years is contingent upon City Council approval of the annual budget.

**RECOMMENDATION:**

Staff recommends approval of an ordinance accepting a contract with Hi-Lite Airfield Services, LLC, to perform rubber and paint build-up removal services for the Aviation Department for an estimated cost of \$175,600 annually and an estimated total cost of \$878,000 over the contract term.

This contract was procured by means of a Request for Competitive Sealed Proposal and a Contracts Disclosure Form is required.