

**CITY OF EL PASO, TEXAS  
AGENDA ITEM  
DEPARTMENT HEAD'S SUMMARY FORM**

**DEPARTMENT:** Aviation

**AGENDA DATE:** June 8, 2010

EX

**CONTACT PERSON NAME AND PHONE NUMBER:** Monica Lombrana, A.A.E. -780-4793  
Carmen Arrieta-Candelaria, CFO, 541-4293

**DISTRICT(S) AFFECTED:** All

**SUBJECT:**

Approval to exercise the option to extend Contract 2008-108R to Ricondo & Associates for "Airport Financial and Planning Services" for twenty-four (24) months for the same unit price as the original contract of not-to-exceed award of \$750,000 for the Department of Aviation.

**BACKGROUND / DISCUSSION:**

The extension of this contract will meet an ongoing and essential need for "Airport Financial and Planning Services". As directed by the Director of Aviation, in response to specific needs and requirements, the Contractor provides technical and financial analyses, cost estimates, scheduling, strategic planning consultation and associated professional support services on tasks related to all aspects of airport development, management and operations.

**PRIOR COUNCIL ACTION:**

Previous contracts awarded by Council for these services and the original contract was approved by Council on July 22, 2008.

**AMOUNT AND SOURCE OF FUNDING:**

Funding is available in 62620001-502215-40101 – Airport Operating Funds.

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**BOARD / COMMISSION ACTION:**

N/A

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\*\*\*\*\*REQUIRED AUTHORIZATION\*\*\*\*\*

**DEPARTMENT HEAD:**

  
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Monica Lombrana, A.A.E., Director of Aviation

*Information copy to appropriate Deputy City Manager*

PROJECT FORM

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DATE: May 19, 2010

PROJECT: Airport Financial and Planning Services  
SOLICITATION NO: 2008-108R  
FUNDING SOURCE: Airport Operating Funds  
REPRESENTATIVE DISTRICT(S): All

DEPARTMENT: Aviation

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RECOMMENDATION: Request that the Purchasing Manager of the Financial Services, Purchasing Division be authorized to exercise the City's option to extend the current 2008-108R Airport Financial and Planning Services with Ricondo & Associates, Inc. for twenty-four (24) additional months, pursuant to the provisions to the award approved by City Council on July 22, 2008. Contract period is July 22, 2010 to July 22, 2012.

In addition, the City Manager or designee be authorized to execute any related contract documents and agreements necessary to effectuate this award.

TOTAL RECOMMENDED AWARD: \$750,000 total for two (2) years

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COUNCIL APPROVED  REJECTED  MUNICIPAL CLERK \_\_\_\_\_

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APPROVED:

COUNCIL MEETING DATE: June 8, 2010

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Carmen Arrieta-Candelaria  
Chief Financial Officer



**MOTION**  
**JULY 22, 2008**

Motion made by Mayor Pro Tempore Byrd, seconded by Representative Lilly, and unanimously carried to **AWARD** Solicitation No. 2008-108R (Airport Financial & Planning Services) to Ricondo & Associates for a total amount of \$750,000.

Department:	Airport
Award to:	Ricondo & Associates, Inc. Chicago, IL
Option:	2 years
Estimated Annual Amount:	\$375,000
Account No.:	62620001 – 502215 – 40101
Funding Source:	Airport Operating Fund
Total Award:	\$750,000 (2 years)

The Departments of Financial Services, Purchasing Division, and Airport recommend award as indicated. The review committee based on evaluation factors established for this procurement, recommend award to the highest ranked proposer as indicated.

In addition, the City Manager is authorized to execute any related contract documents and agreements necessary to effectuate this award.

AYES: Representatives Lilly, Byrd, Acosta, Castro, Quintana, Holguin, and Ortega  
NAYS: None  
NOT PRESENT FOR THE VOTE: Representative O'Rourke

Richarda Duffy Momsen, City Clerk