

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

**DEPARTMENT:** DEPARTMENT OF AVIATION (EL PASO INTERNATIONAL AIRPORT)

**AGENDA DATE:** JULY 30, 2013

**CONTACT PERSON/PHONE:** MONICA LOMBRAÑA, DEPARTMENT OF AVIATION DIRECTOR, 780-4793  
BRUCE D. COLLINS, PURCHASING MANAGER, 541-4313

**DISTRICT (S) AFFECTED:** ALL

**SUBJECT:**

APPROVE a resolution / ordinance / lease to do what? OR AUTHORIZE the City Manager to do what? Be descriptive of what we want Council to approve. Include \$ amount if applicable.

Department of Aviation recommends rejection of bid for Solicitation 2013-192 Sale of Real Property Improvement, Hangar #7.

**BACKGROUND / DISCUSSION:**

Discussion of the what, why, where, when, and how to enable Council to have reasonably complete description of the contemplated action. This should include attachment of bid tabulation, or ordinance or resolution if appropriate. What are the benefits to the City of this action? What are the citizen concerns?

Department of Aviation has reviewed solicitation 2013-192 and recommends the rejection of the sole bid received as the bidder did not agree to the minimum lease rate for the ground lease.

The item will be rebid.

**SELECTION SUMMARY:**

Solicitation was advertised on 06/11/2013 and 06/18/2013. The postcards were mailed out on 06/11/2013. The solicitation was posted on City website on 06/11/2013. The email (Purmail) notification was sent out on 06/11/2013. A total of 16 bidders including 15 local vendors were solicited. A total of one bid (local vendor) was received.

**PRIOR COUNCIL ACTION:**

Has the Council previously considered this item or a closely related one?

N/A

**AMOUNT AND SOURCE OF FUNDING:**

How will this item be funded? Has the item been budgeted? If so, identify funding source by account numbers and description of account. Does it require a budget transfer?

N/A

**BOARD / COMMISSION ACTION:**

Enter appropriate comments or N/A

N/A

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

**DEPARTMENT HEAD:** Monica Lombraña  
Name

Monica Lombraña 7/16/13  
Signature Date

**COUNCIL PROJECT FORM  
(REJECT BID)**

\*\*\*\*\*POSTING LANGUAGE BELOW\*\*\*\*\*

Please place the following item on the CONSENT agenda for the Council Meeting of JULY 30, 2013.

Request that the Purchasing Manager, Financial Services, Purchasing Division, be authorized to reject the sole bid received for solicitation No. 2013-192 (Sale of Real Property Improvement, Airport Hangar #7) as the bidder did not agree to the terms and conditions of the Contract.

Department: General Services  
Districts(s): ALL

\*\*\*\*\*ADDITIONAL INFO BELOW\*\*\*\*\*

A survey was conducted to determine the reasons for lack of responses. The results are as follows:

- Vendor indicated not interested in bidding.
- Vendor did not receive notification. Contact information was verified.
- Other vendors contacted did not respond to survey.