

**A RESOLUTION BY  
TRANSPORTATION COMMITTEE**

**A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE CONTRACT FC-4862, CONSOLIDATED RENTAL CAR FACILITY (CONRAC) OPERATIONS AND MAINTENANCE AT HARTSFIELD-JACKSON ATLANTA INTERNATIONAL AIRPORT WITH MERIDIAN MANAGEMENT CORPORATION IN AN AMOUNT NOT TO EXCEED \$10,333,336.00 FOR THE BASE THREE-YEAR TERM OF THE AGREEMENT TO BE CHARGED TO AND PAID FROM FDOA 5501 (AIRPORT REVENUE FUND) 180601 DEPARTMENT ORGANIZATION (DOA CONRAC FACILITY) 5212001 (CONSULTANT/PROFESSIONAL SERVICES) 7563000 FUNCTION/ACTIVITY (AIRPORT); AND FOR OTHER PURPOSES.**

**WHEREAS**, the City of Atlanta (the "City") as owner and operator of the Hartsfield-Jackson Atlanta International Airport ("Airport") has undertaken the construction of the Consolidated Rental Car Facility (CONRAC) project at the Airport; and

**WHEREAS**, it is currently anticipated that CONRAC will open in November 2009; and

**WHEREAS**, the City did solicit proposals from qualified operations and maintenance service firms for FC-4862, Consolidated Rental Car Facility (CONRAC) Operations and Maintenance at Hartsfield-Jackson Atlanta International Airport (the "Agreement"); and

**WHEREAS**, the cost of the contracted services shall be recovered from the rental car operators occupying CONRAC; and

**WHEREAS**, based on a careful and thorough review and evaluation of the proposals, the Aviation General Manager and the Chief Procurement Officer have recommended that award of the Agreement be made to Meridian Management Corporation ("Meridian"), the responsive and responsible Proponent whose proposal was deemed to be most advantageous to the City.

**THE CITY COUNCIL OF THE CITY OF ATLANTA, GEORGIA, HEREBY RESOLVES** that the Mayor is authorized to execute the Agreement with Meridian on behalf of the City of Atlanta in an amount not to exceed \$10,333,336.00 for the base three-year term of the Agreement.

**BE IT FURTHER RESOLVED**, that the term of the Agreement shall be three years and shall contain two consecutive one year renewal options to be exercised in the sole discretion of the City.

**BE IT FURTHER RESOLVED**, that compensation for the contracted services shall be based on the following schedule:

- 1) November 1, 2009 – June 30, 2010 @ \$3,100,000
- 2) July 1, 2010 – June 30, 2011 @ \$3,100,000
- 3) July 1, 2011 – June 30, 2012 @ \$3,100,000,
- 4) July 1, 2012 – October 31, 2012 @ \$1,033,336

**BE IT FURTHER RESOLVED**, that all contracted services shall be charged to and paid from FDOA 5501 (Airport Revenue Fund) 180601 Department Organization (DOA CONRAC Facility) 5212001 (Consultant/Professional Services) 7563000 Function/Activity (Airport).

**BE IT FURTHER RESOLVED**, that the City Attorney is hereby directed to prepare the Agreement for execution by the Mayor.

**BE IT FINALLY RESOLVED**, that the Agreement will not become binding on the City and the City will incur no liability under it until it has been executed by the Mayor, attested to by the Municipal Clerk, approved by the City Attorney as to form and delivered to Meridian.

**Part II: Legislative White Paper:** (This portion of the Legislative Request Form will be shared with City Council members and staff)

**A. To be completed by Legislative Counsel:**

**Committee of Purview:**

**Caption:**

**Council Meeting Date:**

**Requesting Dept.:**

**FAC Confirmed by:**

**B. To be completed by the department:**

**1. Please provide a summary of the purpose of this legislation (Justification Statement).**

The purpose of the legislation is to authorize the Mayor to execute an appropriate Contractual Agreement for Project Number FC-4862, Consolidated Rental Car Facility (CONRAC) Operations and Maintenance Services. The scope shall include, but not necessarily be limited to, the operation and maintenance, as herein defined of physical building systems, mechanical systems, electrical systems, plumbing systems, roof draining systems, fire protection/alarm systems, CCTV/security systems, specialty systems, miscellaneous equipment, and general maintenance. The Contractor shall furnish and supply all labor, supervision, administration, tools, materials, and equipment necessary, proper, or desirable for the efficient operation and maintenance, janitorial needs, and bill back of the Serviced Facility.

**2. Please provide background information regarding this legislation.**

In November 2009 the Department of Aviation will open the Consolidated Rental Car Facility situated on a 98-acre tract adjacent to Hartsfield Jackson Atlanta International Airport (H-JAIA), just west of Interstate 85. The Rental Agency Complex will house multiple rental car companies, either currently operating on or off-airport at H-JAIA. The facility will provide approximately 8,700 ready, return and storage spaces in the garage structures, with additional ground storage spaces within rental car exclusive-use areas. The facility will include a multi-level Customer Service Center (CSC), circulation roadways, exterior landscaping, and three (3) Automated People Mover stations: Gateway Station (GICC Station), Central Passenger Terminal Complex (CPTC) Station, and Customer Service Center (CSC) Station.

In order to achieve outstanding customer service and to support the mission of the facility the DOA, through significant experiences, will procure third party services to provide the operations and maintenance for the facility. This procurement will ensure that an experienced and capable professional services provider will

manage the facility in accordance with the DOA established level of service requirements. All management and maintenance services will be billed back to the Rental Car Agencies resulting in a net zero cost to the City.

**3. If Applicable/Known:**

- (a) **Contract Type (e.g. Professional Services, Construction Agreement, etc):** Professional Services
- (b) **Source Selection:**
- (c) **Bids/Proposals Due:** February 04, 2009
- (d) **Invitations Issued:**
- (e) **Number of Bids:** 6
- (f) **Proposals Received:** 2
- (g) **Bidders/Proponents:** Meridian Management Services, Fifth Street Mgmt., CB Richard Ellis, Linc Facility Services, Guardian Services Ind., ABM Facility Service
- (h) **Term of Contract:** Three (3) years, with two (2) one (1) year renewal option

**4. Fund Account Center (Ex. Name and number):** OMS Operating Budget

**Fund:** \_\_\_\_\_ **Account:** \_\_\_\_\_ **Center:** \_\_\_\_\_

**5. Source of Funds:** City Contribution to be reimbursed by the Rental Agencies on a monthly basis.

**6. Fiscal Impact:** \$0.00

*Example: This legislation will result in a reduction in the amount of \_\_\_\_\_ to Fund Account Center Number \_\_\_\_\_.*

**7. Method of Cost Recovery:** Rental Car Agencies

**Examples:**


- a. *Revenues generated from the permits required under this legislation will be used to fund the personnel needed to carry out the permitting process.*
- b. *Money obtained from a local assistance grant will be used to cover the costs of this Summer Food Program.*

**This Legislative Request Form Was Prepared By:** Marsha Love-Brown

Shirley Franklin  
Mayor

Benjamin R. DeCosta  
Aviation General Manager

**To:** Adam L. Smith, Esq. CPPB  
Chief Procurement Officer  
Department of Procurement

**From:** Benjamin R. DeCosta   
Aviation General Manager  
Department of Aviation

**Date:** March 4, 2009

**Re:** FC-4862, CONRAC Operations and Maintenance  
Recommendation for Award

We have completed our evaluation of the above referenced project.

A responsive Proposal was submitted by the following Proponent:

1. Meridian Management Corporation

Based on our review of the documentation, the positive recommendation from the Project Manager, and in accordance with City of Atlanta Code Section 2-1189 Competitive Sealed Proposals, we recommend award of **FC-4862, Consolidated Rental Car Facility (CONRAC) Operations and Maintenance** to Meridian Management Corporation.

We have attached the Evaluation Form of Meridian Management Corporation for your information and use.

If you have any questions or require additional information, please contact at Erin Jenkins at (404) 209-3171.



FC-4862 CONRAC Operations and Maintenance  
Recommendation for Award  
Adam L. Smith, CPPB  
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BRD/ekj

Attachments

cc: A. Girard Geeter  
Lepora Manigault  
Justina Mann  
Derek East  
Document Control

**Final Technical Proposal**

All Proposals will be evaluated in accordance with the City's Code of Ordinances and the criteria specified on the Percentage Evaluation Form, below, and considering the information required to be submitted in each Proposal. An Evaluation Committee, consisting of Department of Aviation personnel, will review the Proposals in accordance with this RFP.

<b>RELATIVE WEIGHT</b>	<b>GRADED ITEM</b>	<b>SCORE</b>
5	<b>Executive Summary (Cover Letter and Detailed Executive Summary)</b>	5
5	<b>Organizational Structure / Management Plan</b>	4
10	<b>Key Personnel/Resumes, Staffing and Training</b>	8.6
40	<b>Operation and Maintenance Plan</b>	30.8
20	<b>Cost Proposal</b>	13
15	<b>EBO Plan</b>	15
5	<b>Financial Capability</b>	5
100	<b>TOTAL SCORE</b>	81.4

**PROPONENT:** Meridian Management Services  
**PROJECT:** FC-4862 CONRAC Operations and Maintenance

CITY OF ATLANTA  
DEPT. OF PROCUREMENT



09 FEB 18 AM 10:44

## CITY OF ATLANTA

SUITE 1700  
55 TRINITY AVENUE, SW  
ATLANTA, GA 30303

(404) 330-6010 Fax: (404) 658-7359  
Internet Home Page: [www.atlantaga.gov](http://www.atlantaga.gov)

OFFICE OF CONTRACT COMPLIANCE

Hubert Owens  
Director

[howens@atlantaga.gov](mailto:howens@atlantaga.gov)

Shirley Franklin  
Mayor

## MEMORANDUM

TO: Adam L. Smith Esq.  
Chief Procurement Officer

FROM: Hubert Owens  
Director – Office of Contract Compliance

RE: **FC- 4862 , Consolidated Rental Car Facility (Conrac) Operation & Maintenance at H-JAIA**

DATE: February 11, 2009

The Office of Contract Compliance has evaluated Two (2) Proposal/Bids for minority and female business enterprise participation. The proponents are eligible under Section 2-1449(a) (2) (C). Two (2) of the proponents have been deemed responsive by the Office of Contract Compliance. For your information, the proponents have committed to utilizing M/FBES as indicated below:

<b>Linc Facility Services</b>		<b>15 pts</b>
Environmental Service Solutions, LLC	AABE	15.70%
Standard Landscape, Inc	AABE	2.80%
Alan Virgil Ford	HBE	1.75%
Everclear Enterprises, Inc	FBE	2.40%
AC&DC Power Technologies, LLC	FBE	2.00%
Prime Power	FBE	0.80%
<b>Total Participation (Responsive)</b>		<b>25.45 %</b>

<b>Meridian Management Corporation</b>		<b>15 pts .</b>
3T Unlimited	AABE	24.40%
Organic& Environmental Systems, Inc.	AABE	0.20%
Keystone Maintenance	FBE	10.80%
Gwinnett Sprinkler	ABE	0.20%
<b>Total Participation (Responsive)</b>		<b>35.60%</b>

If you have questions, please contact me at (404) 330-6486 or Max Lipscomb at (404) 330-6241.

cc: File  
Derek East, DOP

DATE: February 4, 2009

TOTAL # OF PROPONENTS 3

PAGE 1 OF 1

PROponent'S NAME			
Meridian Management Corporation			
Line Facility Services, LLC			
Fifth Street Management			

\*\* Apparent Low Bidder - subject to verification\*\*

TRANSMITTAL FORM FOR LEGISLATION

TO: MAYOR'S OFFICE

ATTN: GREG PRIDGEON

Dept.'s Legislative Liaison: Anita Williams

Contact Number: 404-530-6600

Originating Department: Aviation

Committee(s) of Purview: Transportation

Chief of Staff Deadline: 3/17/09

Anticipated Committee Meeting Date(s): 4/01/09

Anticipated Full Council Date: 4/20/09

Commissioner Signature: *Mandi*

Chief Procurement Officer Signature: *Gदान L Smith*

**CAPTION**

A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE CONTRACT FC-4862, CONSOLIDATED RENTAL CAR FACILITY (CONRAC) OPERATIONS AND MAINTENANCE AT HARTSFIELD-JACKSON ATLANTA INTERNATIONAL AIRPORT WITH MERIDIAN MANAGEMENT CORPORATION IN AN AMOUNT NOT TO EXCEED \$10,333,336.00 FOR THE BASE THREE-YEAR TERM OF THE AGREEMENT TO BE CHARGED TO AND PAID FROM FDOA 5501 (AIRPORT REVENUE FUND) 180601 DEPARTMENT ORGANIZATION (DOA CONRAC FACILITY) 5212001 (CONSULANT/PROFESSIONAL SERVICES) 7563000 FUNCTION/ACTIVITY (AIRPORT); AND FOR OTHER PURPOSES.

FINANCIAL IMPACT (if any) **\$10,333,336.00**

Mayor's Staff Only

Received by CPO: \_\_\_\_\_ (date) Received by LC from CPO: \_\_\_\_\_ (date)

Received by Mayor's Office: *A. Frey* (date) Reviewed by: *JS* (date)

Submitted to Council: \_\_\_\_\_ (date)