

A RESOLUTION BY TRANSPORTATION COMMITTEE AUTHORIZING THE MAYOR TO EXECUTE RENEWAL AGREEMENT NO. 2 FOR 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 \$3,100,000; ALL SERVICES TO BE CHARGED TO AND PAID FROM FDOA 5501 (AIRPORT REVENUE FUND) 180601 (DOA AVIATION MAINTENANCE CAR RENTAL CENTER RCC) 5212001, ON BEHALF OF THE DEPARTMENT OF AVIATION; AND FOR OTHER PURPOSES.

Review List:

Patricia McIver	Completed	08/19/2013 8:53 AM
Kristen Rectenwald	Completed	08/20/2013 3:08 PM
Louis Miller	Completed	08/20/2013 3:14 PM
Information Technology	Skipped	08/21/2013 12:19 PM
Procurement	Completed	08/21/2013 1:38 PM
Adam Smith	Completed	08/21/2013 1:55 PM
Mayor's Office	Completed	08/21/2013 3:08 PM
Office of Research and Policy Analysis	Completed	08/21/2013 3:54 PM
Transportation Committee	Pending	
Atlanta City Council	Pending	
Mayor's Office	Pending	

Certified by Presiding Officer	Certified by Clerk
Mayor's Action <i>See Authentication Page Attachment</i>	

LEGISLATION HISTORY – BLUE BACK

**A RESOLUTION
BY TRANSPORTATION COMMITTEE**

A RESOLUTION BY TRANSPORTATION COMMITTEE AUTHORIZING THE MAYOR TO EXECUTE RENEWAL AGREEMENT NO. 2 FOR 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 \$3,100,000; ALL SERVICES TO BE CHARGED TO AND PAID FROM FDOA 5501 (AIRPORT REVENUE FUND) 180601 (DOA AVIATION MAINTENANCE CAR RENTAL CENTER RCC) 5212001, ON BEHALF OF THE DEPARTMENT OF AVIATION; AND FOR OTHER PURPOSES.

WHEREAS, the City of Atlanta (the “City”) owns and operates Hartsfield-Jackson Atlanta International Airport (“Airport”); and

WHEREAS, the City entered into an agreement with Meridian Management Corporation for FC-4862 Consolidated Rental Car facility (CONRAC) Operation and Maintenance dated November 1, 2009 pursuant to Resolution 09-R-0549 adopted by the Council of the City April 20, 2009 and approved by the Mayor April 27, 2009; and

WHEREAS, the term of the Contract was for three (3) years, with two (2) consecutive one (1)-year renewal terms, such renewal options to be exercised at the sole discretion of the City; and

WHEREAS, the City did execute Renewal Agreement No. 1 effective November 1, 2012 pursuant to Resolution 12-R-1193, and

WHEREAS, the Aviation General Manager has reviewed the performance of Meridian Management Company under the Contract and has recommended to the Chief Procurement Officer that the Department of Aviation desires to exercise its option and renew the Contract for an additional year.

NOW THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF ATLANTA GEORGIA, that the Mayor is authorized to execute a Renewal Agreement No. 2, for FC-4862, Consolidated Rental Car Facility (CONRAC) Operation and Maintenance, on behalf of the City of Atlanta, with Meridian Management Corporation in an amount not to exceed \$3,100,000.00.

BE IT FURTHER RESOLVED, that the City Attorney be and is hereby directed to prepare a Renewal Agreement No. 2 with Meridian for execution by the Mayor.

BE IT FURTHER RESOLVED, that the term of such Renewal Agreement will be one year and it shall commence on November 1, 2013 and shall continue through October 31,

2014 in the amount not to exceed \$3,100,000.00 with payments as follows:

\$2,066,664 from November 1, 2013 through June 30, 2014

\$1,033,336 from July 1, 2014 through October 31, 2014

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

TRANSMITTAL FORM FOR LEGISLATION

TO: MAYOR'S OFFICE

ATTN: CANDACE L. BYRD

Dept.'s Legislative Liaison: Anita Williams

Contact Number: 404-530-6600

Originating Department: Aviation

Committee(s) of Purview: Transportation

Chief of Staff Deadline: 8/9/13

Anticipated Committee Meeting Date(s): 8/28/13

Anticipated Full Council Date: 9/3/13

Legislative Counsel's Signature: Kylen Reetenwald *Kylen M Reetenwald*

Commissioner's Signature: *[Signature]*

Chief Financial Officer: N/A

Chief Information Officer Signature (for IT Procurements) N/A

Chief Procurement Officer Signature: *[Signature]*

CAPTION

A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE RENEWAL AGREEMENT NO. 2 FOR 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 \$3,100,000; ALL SERVICES TO BE CHARGED TO AND PAID FROM FDOA 5501 (AIRPORT REVENUE FUND) 180601 (DOA AVIATION MAINTENANCE CAR RENTAL CENTER RCC) 5212001, ON BEHALF OF THE DEPARTMENT OF AVIATION; AND FOR OTHER PURPOSES.

FINANCIAL IMPACT: (if any) \$3,100,000

Mayor's Staff Only

Received by CPO: _____ (date) Received by LC from CPO: _____ (date)

Received by Mayor's Office: 7/1 - 8/1/13 (date) Reviewed by: *[Signature]* (date)

Submitted to Council: _____ (date)

Legislative White Paper

Committee of Purview: Transportation

Caption:

A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE RENEWAL AGREEMENT NO. 2 FOR 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 \$3,100,000; ALL SERVICES TO BE CHARGED TO AND PAID FROM FDOA 5501 (AIRPORT REVENUE FUND) 180601 (DOA AVIATION MAINTENANCE CAR RENTAL CENTER RCC) 5212001, ON BEHALF OF THE DEPARTMENT OF AVIATION; AND FOR OTHER PURPOSES.

Council Meeting Date: 9/03/13

Legislation Title: Meridian Management for Consolidated Rental Car Facility Operations and Maintenance

Requesting Dept.: Aviation

Contract Type: Professional Services

Source Selection: N/A

Bids/Proposals Due: N/A

Invitations Issued: N/A

**Number of Bids/
Proposals Received:** N/A

Bidders/Proponents: N/A

Background:

The purpose of this legislation is to authorize the Mayor to execute Renewal Agreement No. 2 for FC-4862 Consolidated Rental Car Facility (CONRAC) Operation and Maintenance with Meridian Management Corporation.

The Contractor shall perform services for the following: The Serviced Facility is situated on a 98-acre tract adjacent to Hartsfield-Jackson Atlanta International Airport (H-JAIA), just west of Interstate 85. The Serviced Facility will house multiple rental car companies, either currently operation 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 (CSC Station) – all facilities require mechanical, electrical/electronics, plumbing, building/structure services, elevator/escalator services, exterior grounds services, janitorial services, facilities management operation and maintenance services. Certain portions of the Services, such as janitorial and general maintenance, shall be required only in the common use areas of the Serviced Facility. The Contractor will be responsible for the overall management and maintenance of the Serviced Facility during the Term. The Services will be provided, except as noted herein, for all common use areas, facilities, equipment and services in support of the Serviced Facility. The work of the Contractor 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, and roof draining systems, fire protection/alarm systems, miscellaneous equipment, and general maintenance. The contractor shall furnish and supply all labor, supervision, administration, customer service, engineers, tools, materials, and equipment necessary, proper, or desirable for the efficient operation and maintenance, janitorial needs, and bill back of the Serviced Facility.

Meridian Management Corporation (MMC) is an Integrated Facility Management company. Meridian has been providing facility management service for Hartsfield-Jackson Atlanta International Airport Rental Car Center and APM Stations since its opening in 2009. As the contractor of choice, Meridian was immersed methodically, expeditiously and efficiently into ramp-up construction requirements assisting with commissioning of equipment, training on new building systems, and assisting with building construction deficiencies/punch list items. During the phase-in period, Meridian also developed building location and key control hierarchy data, equipment inventories, and procedural tasks for input into a computerized maintenance management system which was operating the first day for automated input of work order information. After opening day, Meridian continued to be dedicated to contract requirement via enforcing latent construction deficiencies, warranty enforcement, and assisting new tenant build-outs and move-in operations. Meridian Management Corporation not only has provided excellent commissioning and start-up operations but, has committed itself to constantly improve service to maintain the "new look" which requires a methodical and consistent building maintenance and custodial programs. Meridian recognized the uniqueness of this trend setting facility design and is committed to memorializing our procedures to achieve consistent results and continuous improvement thru meticulous planning and documentation. Their plans emphasize responsibilities and procedures in writing for accountability and consistency; they are initially submitted to the Department of Aviation (DOA) contract manager for review and are updated annually. Some of their current clients include: Airtrain Jamaica Concourse, Jamaica N.Y., Defense Logistics Agency, Fort Belvoir, VA., Oakland Federal Building, Oakland, CA, South Florida Regional Transit Project, Boca Raton, FL.

Fund Account Center: FDOA 5501 (AIRPORT REVENUE FUND) 180601 (DOA AVIATION MAINTENANCE CAR RENTAL CENTER RCC) 5212001, ON BEHALF OF THE DEPARTMENT OF AVIATION

Source of Funds: Airport Revenue Fund

Fiscal Impact: \$3,100,000

Term of Contract: Five years – currently in year 4

Method of Cost Recovery: N/A

Approvals:

DOF: yes

DOL: yes

Prepared By: Anita Williams

Contact Number: 404-382-2313

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 this legislation is to authorize the Mayor to execute Renewal Agreement No. 2 for FC-4862 Consolidated Rental Car Facility (CONRAC) Operation and Maintenance with Meridian Management Corporation.

2. Please provide background information regarding this legislation.

The Contractor shall perform services for the following: The Serviced Facility is situated on a 98-acre tract adjacent to Hartsfield-Jackson Atlanta International Airport (H-JAIA), just west of Interstate 85. The Serviced Facility will house multiple rental car companies, either currently operation 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 (CSC Station) – all facilities require mechanical, electrical/electronics, plumbing, building/structure services, elevator/escalator services, exterior grounds services, janitorial services, facilities management operation and maintenance services. Certain portions of the Services, such as janitorial and general maintenance, shall be required only in the common use areas of the Serviced Facility. The Contractor will be responsible for the overall management and maintenance of the Serviced Facility during the Term. The Services will be provided, except as noted herein, for all common use areas, facilities, equipment and services in support of the Serviced Facility. The work of the Contractor 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, and roof draining systems, fire protection/alarm systems, miscellaneous equipment, and general

maintenance. The contractor shall furnish and supply all labor, supervision, administration, customer service, engineers, tools, materials, and equipment necessary, proper, or desirable for the efficient operation and maintenance, janitorial needs, and bill back of the Serviced Facility.

Meridian Management Corporation (MMC) is an Integrated Facility Management company. Meridian has been providing facility management service for Hartsfield-Jackson Atlanta International Airport Rental Car Center and APM Stations since its opening in 2009. As the contractor of choice, Meridian was immersed methodically, expeditiously and efficiently into ramp-up construction requirements assisting with commissioning of equipment, training on new building systems, and assisting with building construction deficiencies/punch list items. During the phase-in period, Meridian also developed building location and key control hierarchy data, equipment inventories, and procedural tasks for input into a computerized maintenance management system which was operating the first day for automated input of work order information. After opening day, Meridian continued to be dedicated to contract requirement via enforcing latent construction deficiencies, warranty enforcement, and assisting new tenant build-outs and move-in operations. Meridian Management Corporation not only has provided excellent commissioning and start-up operations but, has committed itself to constantly improve service to maintain the “new look” which requires a methodical and consistent building maintenance and custodial programs. Meridian recognized the uniqueness of this trend setting facility design and is committed to memorializing our procedures to achieve consistent results and continuous improvement thru meticulous planning and documentation. Their plans emphasize responsibilities and procedures in writing for accountability and consistency; they are initially submitted to the Department of Aviation (DOA) contract manager for review and are updated annually. Some of their current clients include: Airtrain Jamaica Concourse, Jamaica N.Y., Defense Logistics Agency, Fort Belvoir, VA., Oakland Federal Building, Oakland, CA, South Florida Regional Transit Project, Boca Raton, FL.

3. If Applicable/Known:

- (a) **Contract Type (e.g. Professional Services, Construction Agreement, etc):** Professional Services
- (b) **Source Selection:** N/A
- (c) **Bids/Proposals Due:** N/A
- (d) **Invitations Issued:** N/A
- (e) **Number of Bids:** N/A
- (f) **Proposals Received:** N/A
- (g) **Bidders/Proponents:**
- (h) **Term of Contract:** Five Years – currently in year number 4.

4. Fund Account Center

5. Source of Funds: Example:

6. Fiscal Impact:

7. Method of Cost Recovery:

This Legislative Request Form Was Prepared By: Andy Orr