



City of Pensacola

222 West Main Street
Pensacola, FL 32502

Memorandum

File #: 21-00125

City Council

2/25/2021

LEGISLATIVE ACTION ITEM

SPONSOR: Grover C. Robinson, IV, Mayor

SUBJECT:

AIRPORT - APPROVAL OF AMENDMENT NO. 1 TO ELITE LINE SERVICES, INC. CONTRACT FOR REQUEST FOR PROPOSALS #16-042.

RECOMMENDATION:

That City Council approve Amendment No. 1 to Elite Line Services, Inc. contract for Request for Proposals #16-042. Further, that City Council authorize the Mayor to take all actions necessary to execute Amendment No. 1.

HEARING REQUIRED: No Hearing Required

SUMMARY:

Elite Line Services, Inc. (ELS) provides full-time maintenance and operations services to the Airport's in-line baggage handling system (BHS) and quarterly inspection and maintenance services for the passenger boarding bridges (PBB). Due to the boarding bridges' age and increased use by the airlines, more frequent maintenance services are needed.

Airport Staff requested revisions to the contractor's annual budget submittal to increase the frequency of maintenance and operations services for the PBB to match that of the BHS. ELS submitted a budget that increased staffing by one technician and added an inventory of repair parts and specialty tools.

In order to allow sufficient time to amortize the investment in personnel and equipment, ELS requested an extension to their contract for an additional three years. Amendment No. 1 increases the number of extensions to the original term from two (2) one (1) year options to five (5) one (1) year options. It also spells out the frequency of service to the PBB. The second year renewal option would have taken the contract to January 13, 2022. The fifth year renewal option will now take the contract to January 13, 2025.

PRIOR ACTION:

January 12, 2017 - City Council approves ELS contract award.

FUNDING:

Budget: \$815,600.00

Actual: \$815,580.51

FINANCIAL IMPACT:

The contractor submits an annual budget prior to the start of each contract year. The contractor's original budget of \$680,580.51 for Fiscal Year 2021 will increase \$135,000.00 for a total of \$815,580.51. Sufficient funding is available in the Airport's FY21 Operating and Maintenance Fund.

CITY ATTORNEY REVIEW: Yes

2/2/2021

STAFF CONTACT:

Keith Wilkins, City Administrator

Richard Barker, Jr., Deputy City Administrator - Administration & Enterprise

Matthew F. Coughlin, Airport Director

ATTACHMENTS:

- 1) Elite Line Services Amendment No. 1

PRESENTATION: No