

CITY OF HIGH POINT

AGENDA ITEM



Title: Contract Extension for McLaurin Transportation and Parking Co.
Furniture Market Transportation Services

From: Mark McDonald, Transportation Director **Meeting Date:** Monday May 2, 2016

Public Hearing: N/A

Advertising Date: NA
Advertised By: NA

Attachments: Proposed Contract Extension for 2016-17

PURPOSE:

Consideration of a one (1) year contract extension option for transportation services associated with the biannual High Point Furniture Market.

BACKGROUND:

In 2012 the City contracted with McLaurin Transportation and Parking Company to provide transportation services for the Furniture Market for three years, with options for two 1-year extensions. This is the second and final extension of that contract.

The basic terms of the agreement executed in 2012 are unchanged, and include coach bus services to numerous Triad region hotels, the state's three major airports (PTI, Raleigh-Durham, and Charlotte Douglas), park & ride transport from Oak Hollow Mall and the South Lots on W. Market Street, showroom shuttles throughout the Market District, employee shuttles for City Hall staff, and traffic control in and around the Mendenhall Transportation Terminal. These services are provided at an annual cost of approximately \$1.3 million.

BUDGET IMPACT:

The City receives an annual grant from North Carolina Department of Transportation (NCDOT) to cover most of the costs associated with Market transportation services. Funding for this grant is appropriated annually by the General Assembly and approved by the Board of Transportation. The grant amount is currently \$1,200,000, and is expected to be renewed for FY 16-17. Contract costs over and above the grant funding is covered by the High Point Market Authority.

RECOMMENDATION / ACTION REQUESTED:

Over the life of this contract, now spanning a total of eight Market events, McLaurin Transportation and Parking has performed the desired services in accordance with the contract terms and to the satisfaction of both the City transportation staff and the Market Authority. Staff recommends approval of this extension, which will cover services through the Spring 2017 Market.



**FORMAL BID RECOMMENDATION
REQUEST FOR COUNCIL APPROVAL**

DEPARTMENT: **Transportation**

COUNCIL AGENDA DATE: **May 2, 2016**

BID NO.: **Extension 62-021712** CONTRACT NO.: DATE OPENED: **Feb 17, 2012**

DESCRIPTION:

**Contract Extension #2 - Furniture Market Transportation Management and Transportation Services.
Final year of contract renewal option.**

PURPOSE:

The Contractor will provide bi-annual Furniture Market Transportation Management and Transportation Services for the period of October 1, 2016 - September 30, 2017.

COMMENTS:

Annual expenses for contract services are approximately \$1.3 million. The actual amount paid varies from Market to Market and is dependent on service needs. Proposers submitted pricing for services based on the best estimates that were available at the time of the initial contract solicitation.

RECOMMEND AWARD TO: **McLaurin Transportation and Parking** AMOUNT: **1,300,000.00**

JUSTIFICATION:

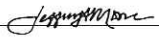
McLaurin Transportation and Parking submitted the best overall proposal and had the best overall understanding of the services to be provided for each Market. Performance over the duration of the contract has met all expectations.

ACCOUNTING UNIT	ACCOUNT	ACTIVITY	CATEGORY	BUDGETED AMOUNT
301610	529703	301122122505	53230	
TOTAL BUDGETED AMOUNT				

DEPARTMENT HEAD: **Mark V. McDonald** Digitally signed by Mark V. McDonald
DN: cn=Mark V. McDonald, o=City of High Point,
ou=Transportation, email=mark.mcdonald@highpointnc.gov, c=US
Date: 2016.04.21 11:05:04 -0400 DATE: **Apr 21, 2016**

The Purchasing Division concurs with recommendation submitted by the **Transportation Dept. and recommends award to the lowest responsible, responsive bidder **McLaurin Transportation** in the amount of \$ **1,300,000.00**.**

PURCHASING MANAGER: **Erik S. Conti** Digitally signed by Erik S. Conti
DN: cn=Erik S. Conti, o=City of High Point, ou=Purchasing,
email=erik.conti@highpointnc.gov, c=US
Date: 2016.04.26 09:08:02 -0400 DATE: **Apr 26, 2016**

Approved for Submission to Council
FINANCIAL SERVICES DIRECTOR:  Digitally signed by Jeffrey A. Moore
DN: cn=Jeffrey A. Moore, o=City of High Point, NC,
ou=Financial Services Director,
email=j.a.moore@highpointnc.gov, c=US
Date: 2016.04.26 11:33:38 -0400 DATE: **Apr 26, 2016**

CITY MANAGER: **Greg Demko** Digitally signed by Greg Demko
DN: cn=Greg Demko, o, ou, email=greg.demko@highpointnc.gov,
c=US
Date: 2016.04.26 11:43:32 -0400 DATE: **Apr 26, 2016**

**High Point Market
Schedule A
Spring 2016**

Service	Vehicle Type	Vehicle Quantity	Total Hours Per Vehicle	Average Cost Per Vehicle Per Hour	Projected Cost	Comments/ Inclusions
Hotel Service (Include Route Number)						
Rt. #'s 1, 2, 3, 4, 5, 6, 7, 8, 9,10a,10b, 10c,	Motor Coach,	15	57	\$137.16	\$102,970.00	
#'s 11, 23, 24	Motor Coach					
Rt. #'s 12, 13, 14, 15, 17, 19, 20, 21	Motor Coach	8	54		\$68,400.00	
Rt. # 16 18, 22	Mini-buses	3	47	\$78.00	\$12,300.00	
Mid-day Hotel Shuttle Rt. # 1-24	Mini-bus, 10-pax vans	1, 12	38	\$59.64	\$23,780.00	Includes service for seven days
Evening Response Shuttle	10-pax vans	4	19	\$57.00	\$3,984.00	
Hotel Shuttle Service for 04/14/16	Mini-buses, 10-pax vans	17-Jan	13	\$59.00	\$2,610.00	ten vans for evening returns
Service Total					\$214,044.00	
Park and Ride						
North Route (Oak Hollow)	Motor Coach	6	85	\$90.72	\$38,550.00	
South Route (South Lot)	Trolley Units	4	85	\$86.10	\$25,449.00	
Service Total					\$63,999.00	
Airport Service						
PTI	Mini-buses (1day), 3 Motor Coach	3	87	\$110.00	\$27,455.00	
RDU	Min-bus & Motor coach 5 days, vans	5	82	\$62.00	\$27,950.00	includes motor coaches busesThurs. -W
CLT	Mini-bus & Motor coach 5 days, vans	5	81	\$62.00	\$27,950.00	includes motor coach buses Thurs-Wed.
Service Total					\$83,355.00	
Showroom Shuttle (Downtown)						
North Route	Transit Buses,	4,	72	\$92.62	\$27,315.00	
South Route	Transit Buses,	2	72	\$61.00	\$10,904.00	
Service Total					\$38,219.00	
Employee Shuttle						
	10-pax vans	2	36	\$56.00	\$4,032.00	
Service Total					\$4,032.00	
Go - Anywhere Service						
	10-pax vans	16	95	\$57.00	\$86,652.00	
Service Total					\$86,652.00	
Equipment Total						
Administrative	N/A	N/A	N/A	N/A	\$60,339.00	
Support Staff	N/A	N/A	N/A	N/A	\$45,614.00	
Administrative & Staff Total					\$105,953.00	
Traffic Control Officers						
					\$28,900.00	
Traffic Control Officer Total					\$28,900.00	
Total					\$625,154.00	