

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



REVISED

8:45 am, Oct 16, 2025

DEPARTMENT: El Paso International Airport
Purchasing & Strategic Sourcing
AGENDA DATE: October 28, 2025
PUBLIC HEARING DATE: N/A
CONTACT PERSON NAME: Tony Nevarez, Director
Claudia A. Garcia, Director
DISTRICT(S) AFFECTED: 3

PHONE NUMBER: (915) 474-2424
PHONE NUMBER: (915) 212-0043

SUBJECT:

The award of solicitation 2025-0361R Financial and Planning Services - Airport to the following suppliers: 1) Garver, LLC and 2) Ricondo & Associates Inc. for an initial term of three (3) years for an estimated amount of \$900,000.00. The award also includes a two (2) year option for an estimated amount of \$600,000.00. The total contract time is for five (5) years for a total estimated amount of \$1,500,000.00.

BACKGROUND / DISCUSSION:

This contract will allow consultants to perform planning and financial services for the El Paso International Airport.

COMMUNITY AND STAKEHOLDER OUTREACH:

A pre-proposal meeting was held on August 27, 2025. Thirteen (13) suppliers were in attendance.

SELECTION SUMMARY:

Solicitation was advertised on August 19, 2025 and August 26, 2025. The solicitation was posted on City website on August 19, 2025. There were a total twenty-three (23) viewers online; four (4) proposals were received; none from a local supplier.

CONTRACT VARIANCE:

The difference based in comparison to the previous contract is as follows: An increase of \$150,000.00 for the initial term, which represents a 20% increase due to an increase to the annual budgeted amount needed for services.

PROTEST

No protest received for this requirement.

PRIOR COUNCIL ACTION:

N/A

AMOUNT AND SOURCE OF FUNDING:

Amount: \$1,500,000.00
Funding Source: Airport Enterprise Fund
Account: 562-3000-62030-521160-P6201

REPORTING OF CONTRIBUTION OR DONATION TO CITY COUNCIL:

Report any contributions or donations to City Council of an accumulated total of \$500 or more. Report the name of the elected official and the amount.

NAME	AMOUNT (\$)
Form was provided to the applicant	

*****REQUIRED AUTHORIZATION*****

DEPARTMENT HEAD:



Tony Nevarez - Aviation Director



Claudia A. Garcia – Director of Purchasing & Strategic Sourcing

Project Form
Request for Proposals

*****Posting Language Below*****

Please place the following item on the Consent Agenda for the City Council Meeting of October 28, 2025.

Award Summary:

The award of solicitation 2025-0361 Financial and Planning Services - Airport to the following suppliers: 1) Garver, LLC and 2) Ricondo & Associates Inc. for an initial term of three (3) years for an estimated amount of \$900,000.00. The award also includes a two (2) year option for an estimated amount of \$600,000. The total contract time is for five (5) years for a total estimated amount of \$1,500,000.00. The contract will provide planning and financial consulting services in connection with the El Paso International Airport.

Contract Variance:

The difference based in comparison to the previous contract is as follows: An increase of \$150,000.00 for the initial term, which represents a 20% increase due to an increase to the annual budgeted amount needed for services.

Department:	El Paso International Airport
Award to Supplier 1:	Garver, LLC
City & State:	North Little Rock, AR

Award to Supplier 2:	Ricondo & Associates Inc.
City & State:	Chicago, IL

Initial Term:	3 Years
Option Terms:	2 Years
Total Contract Time:	5 Years

Total Annual Estimated Award:	\$300,000.00
Total Initial Term Estimated Award:	\$900,000.00
Total Option Term Estimated Award:	\$600,000.00
Total Estimated Award:	\$1,500,000.00

Account(s)	562-3000-62030-521160-P6201
Funding Source(s):	Airport Enterprise Fund
District(s):	3

This was a Request for Proposals Procurement – service contract

The Purchasing & Strategic Sourcing and El Paso International Airport Departments recommend award as indicated to 1) Garver, LLC and 2) Ricondo & Associates Inc. the highest ranked offerors based on the evaluation factors established in the evaluation criteria for this procurement.

It is requested that the City Manager be authorized to establish the funding sources and make any necessary budget transfers and execute any and all documents necessary for execution of this award.

In accordance with this award, the City Manager or designee is authorized to exercise future options if needed.

CITY OF EL PASO REQUEST FOR PROPOSAL SCORESHEET					
PROJECT: 2025-0361R Financial and Planning Services - Airport					
Evaluation of Submittal					
	MAX POINTS	Garver, LLC	Merchant Aviation, LLC	Ricondo & Associates, Inc.	Unison Consulting, Inc.
Factor A - Proposal Cost	35	35.00	31.53	29.79	29.71
Factor B - Experience – Comparable Contracts	20	16.67	16.00	16.67	14.00
Factor B – References	5	5.00	1.33	5.00	3.33
Factor C - Quality Assurance/Quality Control (QA/QC)	15	13.00	9.50	11.50	10.50
Factor D – Capacity and Capability of Agency's Resources	15	13.50	12.00	12.50	12.00
Factor E - Value Added	10	9.00	6.00	9.00	8.33
TOTAL SCORE	100	92.17	76.65	84.46	77.87
Rank		1	4	2	3



CITY OF EL PASO
REQUEST FOR PROPOSALS TABULATION FORM



Title: Financial and Planning Services- Airport

Solicitation #: 2025-0361R

Bid Opening: September 17, 2025

Department: El Paso International Airport

OFFEROR'S NAME:	LOCATION:	AMENDMENT(S) ACKNOWLEDGED:
Garver, LLC	North Little Rock, AR	Yes
Merchant Aviation LLC	Summit, NJ	Yes
Ricondo & Associates, Inc	Chicago, IL	Yes
Unison Consulting, Inc	Chicago, IL	Yes

RFPs SOLICITED: 896 LOCAL RFPs SOLICITED: 261 RFPs RECEIVED: 4 LOCAL RFPs RECEIVED: 0 NO BIDS: 4

Approved: /s/

Date: 10/8/2025

2025-0361R Financial and Planning Services

20205-0361R Financial and Planning Services - Airport
View List

	<u>Participant Name</u>	<u>City</u>	<u>State</u>
1	Alfredo Castaneda	El Paso	TX
2	C/Q International, LLC	El Paso	TX
3	Countryman & Co. Architecture	El Paso	TX
4	DPC advantage (ASO Plan Advantage)	Truckee	CA
5	EMI Property Services	El Paso	TX
6	Garver, LLC	Georgetown	TX
7	Gordon Davis Johnson & Shane PC	El Paso	TX
8	GOVGUIDE INC	Arlington	VA
9	HDR Engineering Inc.	El Paso	TX
10	Lesna Construction Inc.	El Paso	TX
11	Lovett's Bookkeeping LLC (Nayda Yolanda Lovett)	El Paso	TX
12	Mel B. Enterprises LLC	Hunstville	AL
13	Merchant Aviation, LLC	Summit	NJ
14	NEXCIV ENGINEERING LLC	EL PASO	TX
15	Prime Edge Painting	El Paso	TX
16	Richmond Equipment (Jamie Crandall Equipment Corp.)	Richmond	TX
17	Ricondo & Associates, Inc.	Chicago	IL
18	Softchoice Corporation	Chicago	IL
19	Technology World LLC DbA Sentry	El Paso	TX
20	UebelKorp industries	El Paso	TX
21	Unison Consulting, Inc.	Chicago	IL
22	WOFFORD TRUCK PARTS (TE EL PASO,LLC)	EL PASO	TX
23	Zeraus Iluminacion	El Paso	TX