

OMB Contract Review

Contract Name	First Amendment to the Concession Services Agreement for Paid Public Parking & Shuttle Bus Service St. Pete-Clearwater International Airport				
Record #	15-317	Contract #	N/A	Date:	10-8-2015

Mark all Applicable Boxes:

Type of Contract									
CIP		Grant		Other		Revenue	X	Project	

Contract information:

New Contract (Y/N)	No	Original Contract Amount	\$10.0M 1 st 5 years with renewal provision
Fund(s)	4001	Amount of Change	\$11.0 M 2 nd 5 years renewal exercised
Cost Center(s)	100200	Contract Amount	\$21.0M 10 year agreement
Program(s)	2027	Amount Available	Total: \$5,320,000
Account(s)	3622101	Included in Applicable Budget? (Y/N)	No (Budget Amendment not needed)
Fiscal Year(s)	FY16-FY19		

Description & Comments

(What is it, any issues found, is there a financial impact to current/next FY, does this contract vary from previous FY, etc.)

The contract is the 1st Amendment (Amendment) to the Concession Services Agreement (CSA) for Paid Public Parking & Shuttle Bus Service at St. Pete-Clearwater International Airport (Airport) with Republic Parking System, Inc., 633 Chestnut Street, Suite 2000, Chattanooga, TN, 37450. Due to passenger growth and parking demand at the Airport, it is necessary to expand vehicular parking at the airport; and therefore, increase the need for additional paid public parking and shuttle bus services. The Amendment extends the original contract from June 30, 2019 to June 30, 2024.

This Amendment provides for:

1. Acknowledgment that the assigned area for vehicle parking will increase from the original CSA's 1,004 spaces to approximately 2,004 parking spaces [Change to original CSA Article 2, Premises].
2. Acknowledgment that the increase in vehicle parking will increase demand for shuttle bus services and additional shuttle buses are needed (purchased or rented) [Change to original CSA Article 12.2. Facilities and Equipment].
3. The renewal option period to be exercised [Change to original CSA Article 3.1, Term].
4. An increase in shuttle bus hourly operating rates in the second 5-year period of the agreement [Addition to original CSA Article 25.5, Payment to Concessionaire to Operate Shuttle Bus].
5. An tenant/employee shuttle bus service, tenant/employee shuttle bus operation payment and specifications of acceptable equipment and number for this service, if necessary [Addition to original CSA Article 25, Shuttle Bus Operation].
6. The installation of new permanent revenue control equipment and the sharing of costs between Republic Parking System, Inc. and the Airport [Addition to original CSA Article 12.2, Facilities and Equipment].
7. Future valet parking services provided by Republic Parking System, Inc. [Addition to original CSA Article 9, Parking Rates].

Comments:

First Amendment, Sections 3-8 — All changes/additions to the original CSA should have a corresponding Article #s that shows where the amendments are placed in the original CSA.

Changes to the Agreement Reviewed:**First Amendment:**

1. Page 1 — Removed the “,” and added a “.” After “Concessionaire” at the end of the first paragraph of the amendment.
2. Page 1, 2, 3 and 4 — Decide if the original CSA is the “original” or the “initial” CSA. I think “original” is more appropriate.
3. Section 4 — I am not sure if the hourly fee per employee shuttle bus is subject to a percentage increase yearly or not. The amendment doesn’t directly state that it is.
4. Miscellaneous changes for consistency.

Staff Report:

Recommended Action:

- Added the title of the original CSA.

Background Information:

- Changed “and final negotiated CSA” to “and the original negotiated CSA”

Fiscal Impact:

- I am unsure if the employee bus service is subject to annual increases based on the CPI or not. It is not mentioned in the statement.

Suggestions:

Due to the number of existing and new parking lots it becomes very confusing, providing an amendment to Exhibit “A” of the original CSA would be beneficial showing the location of the lots or proposed lots.

Analyst: **Katherine Burbridge**

Ok to Sign with Comments:

Pinellas County
Standard Revenues by Center - Detail
Fund: F4001 Airport Rev & Op
Entity : C100200 Fund Revenues
Program : Total Program Total Program
Version : Adopted Budget

Title	FY14 Actual	FY15 Budget	FY15 Estimate	FY16 Cont. Request	FY16 Issues	FY16 Total Request
Intergovernmental Revenue						
O3352101 Firefighter Suplmtl Comp	1,250	570	600	570	0	570
Intergovernmental Revenue Total	1,250	570	600	570	0	570
Charges for Services						
O3441001 Air Field	84	0	0	0	0	0
O3441002 Flight Line	26,504	0	0	0	0	0
O3441101 Airline	0	1,045,660	1,259,500	1,392,320	0	1,392,320
O3441105 Airline Landing Fees	448,853	0	0	0	0	0
O3441110 Airline Fuel Sales	32,221	0	0	0	0	0
O3441115 Airline Office Rent	59,367	0	0	0	0	0
O3441120 Airline Apron Parking Fees	73,200	0	0	0	0	0
O3441125 Airline Terminal Fees	84,450	0	0	0	0	0
O3441130 Airline Loading Bridge Fees	28,630	0	0	0	0	0
O3441135 Airline Building Rent	71,792	0	0	0	0	0
O3441140 Airline Passenger Security Fees	143,813	0	0	0	0	0
O3441199 Airline - Misc	10,874	0	0	0	0	0
O3441201 Cargo	0	238,920	256,400	247,380	0	247,380
O3441205 Cargo Landing Fees	124,686	0	0	0	0	0
O3441210 Cargo Fuel Sales	22,050	0	0	0	0	0
O3441215 Cargo Apron Parking	57,040	0	0	0	0	0
O3441220 Cargo Building/Hangar Rent	22,005	0	0	0	0	0
O3441299 Cargo - Misc	23,610	0	0	0	0	0
O3441301 General Aviation	0	855,190	947,200	899,170	0	899,170
O3441305 G/A Fuel Sales	155,334	0	0	0	0	0
O3441310 G/A Fixed Based Operator (FBO)	325,134	0	0	0	0	0
O3441315 G/A Building/Hangar/Land/Rent	409,158	0	0	0	0	0
O3441320 G/A Government Rent	28,188	0	0	0	0	0
O3441401 USCG	0	930,240	979,500	958,450	0	958,450
O3441405 USCG Fees	951,044	0	0	0	0	0
Charges for Services Total	3,098,035	3,070,010	3,442,600	3,497,320	0	3,497,320
Interest Earnings						
O3611210 Interest-Cash Pools	9,439	9,120	4,590	8,510	0	8,510
O3611700 Interest-St Brd Of Admin	4,617	11,400	4,610	10,630	0	10,630
O3611800 Interest-Treasury Notes	52,189	68,400	70,110	63,830	0	63,830
O3613001 Net Inc/Dec In Fair Value	(18,938)	0	0	0	0	0
Interest Earnings Total	47,306	88,920	79,310	82,970	0	82,970
Rents, Surplus and Refunds						
O3621300 Rent-Terminal Building	1,419	0	0	0	0	0
O3622101 Concession	0	4,147,510	5,269,800	5,320,000	0	5,320,000
O3622105 Concession Income - Paid Parking	1,996,838	0	0	0	0	0
O3622110 Concession Income - Car Rentals	2,048,053	0	0	0	0	0
O3622115 Concession Income - Food & Beverage	204,940	0	0	0	0	0
O3622120 Concession Income - Gift Shop/Duty Free	89,511	0	0	0	0	0
O3622125 Concession Income - Ground Transportation	29,083	0	0	0	0	0
O3622199 Concession Income - Misc	31,792	0	0	0	0	0
O3622201 Terminal	0	50,730	180,500	172,710	0	172,710

Pinellas County
Standard Revenues by Center - Detail
Fund: F4001 Airport Rev & Op
Entity : C100200 Fund Revenues
Program : Total Program Total Program
Version : Adopted Budget

Title	FY14 Actual	FY15 Budget	FY15 Estimate	FY16 Cont. Request	FY16 Issues	FY16 Total Request
O3622205 Terminal - Commercial Office Rent	74,558	0	0	0	0	0
O3622210 Terminal - Governmental Office Rent	38,278	0	0	0	0	0
O3622215 Terminal - Other Permit Fees	9,812	0	0	0	0	0
O3622220 Terminal - Badge Fees	27,273	0	0	0	0	0
O3622299 Terminal - Other Misc Fees	30,635	0	0	0	0	0
O3622301 Industrial	0	2,914,980	3,295,400	3,173,000	0	3,173,000
O3622305 Industrial - Commercial	1,646,189	0	0	0	0	0
O3622310 Industrial - Government	1,418,763	0	0	0	0	0
O3623300 Rent-Industrial Land	41,786	0	0	0	0	0
O3644100 Sale- Surplus Equipment	53,184	950	0	950	0	950
Rents, Surplus and Refunds Total	7,742,114	7,114,170	8,745,700	8,666,660	0	8,666,660
Other Misc. Revenue						
O3699311 Inter-Sales Tax Commissions	390	340	0	0	0	0
O3699350 Refund Of Prior Yrs Exp	92,522	0	0	0	0	0
O3699990 Overage & Shortage	0	0	0	0	0	0
O3699991 Other Miscellaneous Revenue	11,995	950	8,700	950	0	950
Other Misc. Revenue Total	104,907	1,290	8,700	950	0	950
Non-Operating Revenue						
O3892430 DHS-Law Enf Prsnl Remb Gr	87,600	87,600	87,600	87,600	0	87,600
O3895410 Cap Con-Fed-FAA	1,449,170	14,617,000	12,074,620	14,850,840	0	14,850,840
O3896410 Cap Con-St-DOT Joint Part	1,694,379	378,300	1,543,400	2,287,400	0	2,287,400
O3897010 Cap Con - Airport PFC	2,796,281	2,372,150	4,612,280	6,498,440	0	6,498,440
Non-Operating Revenue Total	6,027,430	17,455,050	18,317,900	23,724,280	0	23,724,280
REPORT TOTAL	17,021,042	27,730,010	30,594,810	35,972,750	0	35,972,750