

## OMB Contract Review

<b>Contract Name</b>	Approval by the County Administrator Authorizing the Continuation of the \$4.50 Passenger Facility Charge at the St. Pete Clearwater International Airport				
<b>FILE #</b>	19-026D	<b>Contract #</b>	N/A	<b>Date:</b>	1/11/19

**Mark all Applicable Boxes:**

Type of Contract									
<b>CIP</b>	<input checked="" type="checkbox"/>	<b>Grant</b>	<input type="checkbox"/>	<b>Other</b>	<input type="checkbox"/>	<b>Revenue</b>	<input checked="" type="checkbox"/>	<b>Project</b>	<input type="checkbox"/>

**Contract information:**

<b>New Contract (Y/N)</b>	Yes	<b>Original Contract Amount</b>	\$13,574,684
<b>Fund(s)</b>	4001	<b>Amount of Change</b>	0
<b>Cost Center(s)</b>	100200	<b>Contract Amount</b>	\$13,574,684
<b>Program(s)</b>	2049	<b>Amount Available</b>	<b>Total:</b> FY19 \$3,964,350
<b>Account(s)</b>	3897010 (PFC)	<b>Included in Applicable Budget? (Y/N)</b>	Yes
<b>Fiscal Year(s)</b>	FY21 – FY24		
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.)			
This item is for the approval and signature by the County Administrator on each of the three Passenger Facility Charge (PFC) applications. The BCC approved the resolution to continue collection of the PFC on December 11, 2018 in the amount \$13,375,684.00. The three PFC applications total the amount the BCC approved.			

**Analyst: Erica Mitchell**

**Ok to Sign:**

### Instructions/Checklist

1. Upon receipt of a contract and notification in County Admin Tracking System (CATS) review the Agenda and Contract for language and accuracy. Make sure there are available funds, the dept is not overextending itself, was it planned, etc.
2. Complete the form above using the contract document and the County accounting & budgeting systems.
3. Use the "Description & Comments" section to give a brief summary of the contract and include your thoughts and pertinent information.
4. Print the form, initial, and leave folder on the Director's desk.
5. Login to CATS and click in the cell next to your name. A date will appear and click on the date you completed your review. Choose save and close the CATS system.