



# Pinellas County

## Staff Report

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**File #:** 18-456A, **Version:** 1

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### **Subject:**

Memorandum of Agreement and Cost Sign-Off Document to reimburse U.S. Customs and Border Protection for costs of technology and equipment at St. Pete-Clearwater International Airport.

### **Recommended Action:**

Approval and execution of the Memorandum of Agreement (MOA) and Cost Sign-Off Document to reimburse U.S. Customs and Border Protection (CBP) for the costs of technology and equipment necessary for the performance of Federal Inspections Services (FIS) at St. Pete-Clearwater International Airport (PIE).

Authorize the Chairman to execute and the Clerk to attest.

### **Strategic Plan:**

Foster Continual Economic Growth and Vitality

4.4 Invest in infrastructure to meet current and future needs

### **Summary:**

The MOA and Cost Sign-Off Document outlines the agreement between Pinellas County and the CBP with regards to PIE's responsibility to reimburse CBP for costs to provide the technology and equipment required in FIS to process and clear international passengers.

The not-to-exceed costs to purchase and install the equipment is \$496,613.00. The recurring out-year network charges for a data circuit are estimated to remain at \$18,000.00 per year.

### **Background Information:**

The procurement of technology equipment for FIS is a necessary component required to complete renovation of the existing FIS facility. The renovated FIS is needed to meet CBP's new 2017 Airport Technical Design Standards that will enable CBP to process up to 300 inbound international passengers per hour.

The renovations consist of the demolition of the existing interior space, including the existing baggage belt system; construction of new wall systems, including hardened walls for holding cells, secured storage, and computer network rooms; new interior finishes; new baggage handling system; new equipment and furniture; new computer network infrastructure; upgrades to the existing fire protection system; new public address system; new access control, security and surveillance systems; limited site work; and associated mechanical, electrical, and plumbing.

The MOA outlines the responsibilities of CBP and PIE for the various equipment referenced. CBP is responsible for the purchase and installation of the Automated Data Processing (ADP) Local Area Network (LAN), Data, IT, Voice, and Tactical Communications (TacComm) Systems; PIE is responsible for reimbursement of those costs. These systems can only be installed by CBP.

PIE is responsible for the procurement and installation of all data cabling and electrical components required for the connectivity of the ADP LAN, Data, IT, Voice and TacComm Systems. The specifications for these items are provided by CBP and the costs for the procurement and installation will be included in the FIS renovations project that is currently being bid by Purchasing in Bid No. 178-0305-CP (PF).

**Fiscal Impact:**

PIE has included \$496,613.00 in its FY19 CIP budget request to cover technology and equipment costs that will need to be reimbursed to CBP.

\$18,000.00 per year recurring maintenance cost to be billed by CBP and included in the Airport Fund's future operations and maintenance budget.

**Staff Member Responsible:**

Thomas R. Jewsbury, Airport Director

**Partners:**

U.S. Customs and Border Protection

**Attachments:**

U.S. Customs and Border Protection Memorandum of Agreement to Reimburse CBP

U.S. Customs and Border Protection Office of Information and Technology Cost Sign-Off Document