



CITY OF FORT LAUDERDALE
City Commission Agenda Memo
REGULAR MEETING

#20-0593

TO: Honorable Mayor & Members of the
Fort Lauderdale City Commission

FROM: Chris Lagerbloom, ICMA-CM, City Manager

DATE: October 6, 2020

TITLE: Resolution Approving a Memorandum of Agreement with the United States
Customs and Border Protection for Equipment Required for Federal
Inspections Services at the Fort Lauderdale Executive Airport- \$148,225.30
- **(Commission District 1)**

Recommendation

Staff recommends the City Commission approve a Resolution authorizing the City Manager to execute a five (5) year Memorandum of Agreement with the United States Customs and Border Protection for equipment required for Federal Inspections Services at the Fort Lauderdale Executive Airport for \$127,910.30, with annual equipment recurring costs of \$20,315.

Background

The U.S. Customs and Border Protection Facility (CBP) at the Fort Lauderdale Executive Airport (FXE) was constructed and opened in 2015. The facility operates daily from 8 a.m. to Midnight and is ranked as the number 2 busiest General Aviation CBP clearing facility in the country.

Prior to becoming operational, we were informed by CBP that all Information Technology (IT) equipment and services are the responsibility of FXE. As a result, FXE entered into a Memorandum of Agreement (MOA) with CBP for the cost reimbursement of purchasing, installation, connectivity, and equipment upgrades of the Automated Data Processing equipment (Exhibit 1). The equipment includes workstations, monitors, network switches, scanners, fingerprint scanners, cameras, printers, and additional equipment for a complete working system.

Upgrades to the equipment may be required every three (3) to five (5) years. Under the proposed MOA, the upgrades will consist of Data Equipment, Router, Switch and Recurring Circuit Costs, Out-Year Recurring Service and Maintenance Costs that include the following:

- Estimated Data Equipment Costs total \$53,196.
- Network Equipment Costs for new Router, Switch and accompanying Equipment totals \$57,214.30.
- Annual Circuit Costs for the first 12-months total \$17,500.
- Recurring Service Costs for the Circuit and Annual Maintenance after year 1 total \$20,315.

Based on the Cost Sign Off Document provided by CBP, the total amount for the above equipment and services is estimated at \$127,910.30, plus an annual recurring cost estimated at \$20,315. **(Exhibit 2)** Staff has reviewed the MOA with the City's Legal and Information Technology Departments and both departments have no objection to proceeding with the proposed agreement.

At its meeting of July 23, 2020, the Aviation Advisory Board supported staff's recommendation to enter into a five (5) year Memorandum of Agreement for the Information Technology Equipment estimated at a cost of \$127,910.30 with the U.S. Customs and Border Protection, and the annual recurring costs estimated at \$20,315.

Resource Impact

There is a fiscal impact to the City in the amount of \$127,910.30 for FY 2021 and recurring annual support costs estimated at \$20,315 contingent upon the approval of the October 6, 2020 Consolidated Budget Amendment CAM 20-0685.

<i>Funds available as of October 1, 2020</i>					
ACCOUNT NUMBER	INDEX NAME (Program)	CHARACTER CODE/ SUB-OBJECT NAME	AMENDED BUDGET (Character)	AVAILABLE BALANCE (Character)	AMOUNT
468-FD468.01-9901	Airport Fund	Other Uses/Anticipated Year End Balance	N/A	N/A	\$148,225
				TOTAL AMOUNT →	\$148,225

Use:

ACCOUNT NUMBER	INDEX NAME (Program)	CHARACTER CODE/ SUB-OBJECT NAME	AMENDED BUDGET (Character)	AVAILABLE BALANCE (Character)	AMOUNT
468-MGR180101-6404	Executive Airport	Capital Outlay/ Computer Equip	\$148,225	\$0	\$148,225
				TOTAL AMOUNT →	\$148,225

Strategic Connections

This item supports the *Press Play Fort Lauderdale 2024* Strategic Plan, specifically advancing:

- The Business Development Focus Area
- Goal 5: Build an attractive global and local economic community marketplace.
- Objective: Provide best-in-class regional general aviation airport amenities and services.

This item advances the *Fast-Forward Fort Lauderdale Vision Plan 2035: We are Prosperous*.

Attachments

Exhibit 1 – Memorandum of Agreement

Exhibit 2 – Cost Sign-Off Document

Exhibit 3 – Resolution

Prepared by: Rufus A. James, Airport Manager - City Manager's Office

Charter Officer: Chris Lagerbloom, ICMA-CM, City Manager