



U. S. CUSTOMS AND BORDER PROTECTION (CBP) MEMORANDUM OF AGREEMENT TO REIMBURSE CBP

This Memorandum of Agreement (“MOA”) outlines the agreement between the below named [San Antonio International Airport](#) (Sponsor) and CBP in regards to the sponsor’s responsibility to reimburse CBP for costs related to providing the equipment required for the performance of the Federal Inspections Services (FIS) facility at the below named location. The legal authority for CBP to enter into and require such an agreement is found at 19 U.S.C. § 58(b); 19 U.S.C. § 482; 19 U.S.C. § 1433; 19 U.S.C. § 1461; 19 U.S.C. § 1459; 19 U.S.C. § 1499; 19 U.S.C. § 1644a; 19 U.S.C. § 1524; 8 U.S.C. §§ 1222-1225; 8 U.S.C. § 1356(a); 6 U.S.C. § 231; 8 C.F.R. Part 234; 19 C.F.R. § 122.11; 19 C.F.R. § 122.12; 19 C.F.R. § 122.14.

San Antonio International Airport: [San Antonio International Airport \(SAIA\)](#)

Location: [9800 Airport Boulevard](#)
[San Antonio, Texas 78216](#)

[San Antonio International Airport \(SAIA\)](#)

RESPONSIBILITIES

Data and Cabling

[SAIA](#) will be responsible for the procurement and installation of all data cabling and electrical components required for connectivity of the Automated Data Processing (ADP) Local Area Network (LAN), Data, Information Technology (IT), and Voice and Tactical Communications (TacCom) Systems and equipment according to CBP Office of Information Technology (OIT) provided specifications for the [San Antonio International Airport \(SAIA\)](#) located at [9800 Airport Blvd., San Antonio, Texas 76216](#). [SAIA](#) must give CBP two weeks advance notice of all cable pulls so that CBP can be present and observe their installation.

Reimbursement of ADP LAN, Data, IT, Voice, TacCom Systems and Equipment Costs

[SAIA](#) agrees to reimburse CBP for all ADP LAN, Data, IT, Voice, and TacCom Systems and equipment and connectivity costs, including equipment ordering, installation, maintenance, and recurring costs relative to standing-up and maintaining continuous CBP operations at the [SAIA](#) Federal Inspection Services (FIS) Facility. Estimated ADP LAN, Data, IT, Voice and TacCom equipment costs total of [\\$309,060.12](#), and at most [\\$8,000.00 in one time travel costs for equipment installation](#). Attached is CBP OIT’s Cost Estimate [SNA001A](#) that identifies the one-time ADP LAN, Data, IT, Voice and TacCom equipment requirements for the CBP FIS for which [SAIA](#) will reimburse CBP actual equipment costs.

[SAIA](#) recognizes that CBP OIT’s Cost Estimate [SNA001A](#) does not include any initial and/or recurring costs for the circuit required by CBP for Federal Inspection Services (FIS) infrastructure connectivity, as [SAIA](#) already funds the circuit under previous agreement. Any future upgrade and/or replacement circuit requirements will be addressed with [SAIA](#) by separate agreement. [SAIA](#) understands insufficient band-width slows-down CBP’s LAN access and connectivity, and impacts increased passenger processing. Extreme impacts increases risk of CBP reversion to manual operations until [SAIA](#) funds all costs to re-establish, improve, and/or upgrade circuit connectivity. Reversion to manual CBP operations will result in extensive processing delays.

SAIA will be billed for the actual costs of the CBP procured ADP LAN, Data, IT, Voice and TacCom equipment included in CBP OIT's Cost Estimate SNA001A

ADP LAN, Data, IT, Voice and TacCom Equipment Upgrades

Upgrades to the ADP LAN, Data, IT, Voice and TacCom equipment may be required on a schedule determined by CBP (approximately every 3-5 years, as needed). SAIA agrees to reimburse CBP costs to upgrade ADP LAN, Data, IT, Voice and TacCom equipment. CBP will provide SAIA at minimum a 180-day advance notice of required upgrades. Continuous access to the CBP LAN is a mandatory requirement for efficient CBP FIS operations, and the lack of secured connectivity to the CBP LAN will require officers to revert to a CONOPS that delays processing.

SAIA Accounts Payable Information

SAIA Tax Identification Number: _____
SAIA Bill To Representative: _____
SAIA Phone Number: _____
SAIA Email Address: _____
SAIA Address: _____

Voice Communications Services

SAIA shall be responsible for directly ordering and funding the telephone services line(s) required to establish and maintain continuous voice connectivity for CBP OIT ordered, installed and maintained SAIA reimbursed Voice Communications Systems equipment required at the SAIA CBP FIS located at 9800 Airport Blvd., San Antonio, TX 78216, as identified in CBP OIT Cost Estimate SNA001A. CBP will retain possessory ownership of the Voice Communications Systems equipment ordered by CBP and reimbursed by the SAIA until CBP vacates the premises. SAIA will ensure the continued connectivity of the telephone line(s) at the SAIA at no cost to CBP.

Payment Process

Upon execution of this MOA, CBP OIT will forward a signed original copy to the CBP National Finance Center (NFC). Upon receipt and installation of all equipment, the NFC will issue SAIA a bill for the actual ADP LAN, Data, IT, Voice and TacCom equipment costs not to exceed \$317,060.12. The CBP NFC will also bill SAIA 90-days prior to the due date for \$317,060.12 in recurring out-year network and connectivity charges owed, and any sums owed for future ADP LAN, Data, IT, Voice and TacCom equipment upgrades and replacements.

Pursuant to 19 C.F.R. § 24.3a, any amounts due CBP under the terms of this agreement not reimbursed within 30 days of billing will begin accruing interest charges based on current U.S. Treasury borrowing rates and may ultimately be referred for collection against the SAIA.

Equipment Ownership

CBP will retain possessory ownership of all ADP LAN, Data, IT, Voice and TacCom equipment ordered by CBP and reimbursed by SAIA until CBP vacates the premises. CBP will transfer ownership rights of all ADP LAN, Data, IT, Voice and TacCom equipment used in CBP operations and reimbursed by SAIA for the CBP FIS when CBP vacates the premises. Within one month (60-days) following installation and reimbursement, CBP OIT will deliver a list of Serial Numbers and/or other identification and warranty information for the SAIA reimbursed ADP LAN, Data, IT, Voice and TacCom equipment to the SAIA as instructed below.

[SAIA](#) Equipment Administrator: _____
[SAIA](#) Email Address: _____
[SAIA](#) Phone Number: _____
[SAIA](#) Ship to Address: _____

U.S. CUSTOMS AND BORDER PROTECTION (CBP) RESPONSIBILITIES

Equipment Connectivity and Maintenance

The CBP OIT will be responsible for ordering and installing required data equipment and connection(s) from the [SAIA](#) CBP FIS located at [9800 Airport Blvd., San Antonio, TX 78216](#) to the CBP National Data Center, and imaging, maintaining, and controlling all of the ADP LAN, Data, IT, Voice and TacCom equipment listed in the attached CBP OIT Cost [SNA001A](#) required by CBP, the costs of which [SAIA](#) shall reimburse CBP. [SAIA](#) will incur no additional costs or CBP OIT charged service fees for any required ADP LAN, Data, IT, Voice and TacCom equipment maintenance/repair/replacement covered by CBP procured equipment warranties.

Data Ownership

All data entered and/or stored in any manner on the equipment covered by this MOA shall belong to the United States and is confidential and protected information. It shall be CBP's responsibility to properly remove said data before possession of any equipment is transferred to the [SAIA](#). In the event data inadvertently remains on any of the equipment upon transfer, [SAIA](#) shall keep the information confidential and immediately notify CBP so that CBP can remove the data.

AUTHORIZATION (TWO ORIGINALS WITH SIGNATURES ARE REQUIRED)

Authorized Representative

The [SAIA](#) signatory to this MOA represents and warrants that he or she is a duly authorized representative of the [SAIA](#), with full power and authority to enter into this MOA and to bind the [SAIA](#) with regard to all matters relating to this agreement.

Agreement to these terms is attested by the signatures below.

Email Address _____ Date _____

[San Antonio International Airport](#)

[Lois E. Hunter](#) Email Address _____ Date _____
Port Director
Office of Field Operations, San Antonio
U.S. Customs and Border Protection