



# **AUDIT COMMITTEE**

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## **PRE-SOLICITATION BRIEFING FOR COMMON USE PASSENGER PROCESSING SYSTEM**

**February 21, 2017**

**Russ Handy  
Director  
Aviation Department**

# Solicitation Overview



**Originating Department: Aviation**



**Solicitation Type: Request for Competitive Sealed Proposals (RFCSP)**



**High Profile Designation: Over \$1 Million**



**Estimated Value: \$3.1 Million**



**Current Contract Status: New Contract**



**Proposed Term: 3 years with 2, 1-year renewal options**

# Project Overview

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## History

- SAT passenger traffic expected to continue growth
- Feasibility study conducted to determine extent to which solution would alleviate capacity concerns and improve operational efficiencies

## Phase 1

- Enable sharing of low use gates to support addition of new air service

## Phase 2

- Maximize efficiency of airport to delay construction of new terminal

# Project Scope

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## Purpose

- Provide a common use passenger processing solution
- Enable multiple airline sharing of check-in or gate podium positions without need for configuration and/or modifications

## Scope

- Identify requirements for any needed modifications
- Provide all facility modifications necessary to support proposed system
- Provide and configure system software/hardware as needed

## Summary

- Provide solution with maximum reliability and uptime
- Minimize onsite infrastructure requirements

# Solicitation Requirements

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## Evaluation Criteria

- Experience, Background, Qualifications: 30 Points
- Proposed Plan: 50 Points
- Pricing: 20 Points



## Additional Requirements

- SBEDA: Waived
- Local Preference Program: Not Applicable
- Veteran Owned Small Business Preference Program: Not Applicable
- Audited Financial Statements: Not Required

# Outreach Efforts

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## NIGP Codes Identified

- 91871: IT Consulting
- 91829: Computer Software Consulting
- 95877: Project Management Services
- 20913: Application Software

## Number of Vendors notified

- Central Vendor Registry: 349 vendors
- Veteran Owned Small Business (SBA): 25 vendors
- Targeted Vendor Outreach: 3 vendors

## Advertising

- TVSA channel 21
- COSA Bidding Opportunities website
- Express News

# Project Evaluation Committee

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Voting Members	Advisory Members
Carlos Contreras, Assistant City Manager , City Manager's Office	Lauren O'Connor, Assistant City Attorney, City Attorney's Office
Ryan Rocha, Chief of Operations, Aviation Department	Kenneth Whittaker, AICC Manager, Aviation Department
Kevin Goodwin, Interim Chief Technology Officer/Director, ITSD	Steve Milburn, Property & Concessions Manager, Aviation Department
Debbie Drew, Planning & Administration Manager, Aviation Department	Rod Rodriguez, Compliance Manager, Aviation Department
Sam Ingalls, Assistant Director, Information Systems at McCarran International Airport	Justin Phy, Barich Consulting

# Project Timeline

## Pre-Solicitation

- Audit Committee Pre Solicitation Briefing:**
- February 21, 2017
- Release RFP:**
- **February 27, 2017**

## Solicitation

- Pre-Submittal Conference:**
- March 10, 2017
- Deadline for Questions:**
- March 15, 2017
- RFP Due:**
- **April 6, 2017**

## Post – Solicitation

- Evaluation Complete:**
- June 2017
- Contract Negotiated:**
- July 2017
- Audit Committee Post Solicitation Briefing:**
- **August 15, 2017**

## Finalization

- City Council Consideration:**
- **August 31, 2017**
- Contract Start Date:**
- August 31, 2017





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