



# City of San Antonio

## Agenda Memorandum

**File Number:** 18-3594

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**Agenda Item Number:** 24.

**Agenda Date:** 6/14/2018

**In Control:** City Council A Session

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**DEPARTMENT:** Aviation

**DEPARTMENT HEAD:** Russell J. Handy

**COUNCIL DISTRICTS IMPACTED:** Citywide

### **SUBJECT:**

Amendment to the Professional Services Agreement with The Normandy Group for Federal Legislative Services for the San Antonio Airport System

### **SUMMARY:**

This Ordinance will authorize an amendment to the professional services agreement (PSA) with The Normandy Group for the San Antonio Airport System for federal legislative service. The initial agreement commenced in January 2018 for a total term of five-months. The amendment will provide for an extension of professional services for a period up to seven months, but not later than December 31, 2018 with a monthly rate of \$10,000 for a an amount up to \$70,000.00.

### **BACKGROUND INFORMATION:**

In January 2018, the city entered into an agreement with The Normandy Group for federal legislative services to support the City's legislative agenda associated with non-stop flights to Reagan National Airport and to support Congressional engagement on the following issues:

- A. Legislation affecting airport infrastructure funding, including the following areas:
  - 1. Increasing Passenger Facility Charge Fee
  - 2. Preserving and increasing funding for Airport Improvement Program
  - 3. Tax-exempt private activity bonds
  - 4. Federal Contract Tower program

- B. Legislation affecting airport security and the funding associated with those programs:
1. Increasing the funding for the Transportation Security Administration's (TSA) K-9 Program and preserving the Law Enforcement Officer Reimbursement Program
  2. Increasing Customs and Border Protection's front-line manning funding
  3. Legislation preserving TSA funding for checkpoint manning
- C. Other:
1. Legislation related to unmanned aerial vehicle or remotely piloted vehicle regulations, whether land or air based
  2. Legislation related to regulations of transportation network companies
  3. Any and all other legislative matters affecting aviation or airport matters which may arise

The term of the contract was for three months with the option to renew for two additional one-month periods. The United States Congress has repeatedly extended the Federal Aviation Administration (FAA) Reauthorization Bill and the Aviation Department would like to continue the professional services of The Normandy Group until the FAA Reauthorization Bill is approved. The firm has been vital to the efforts for acquiring a non-stop flight to Reagan National and the Department does not want to hinder or delay those efforts.

The amendment will provide for an extension of professional services for a period up to seven months, but not later than December 31, 2018 with a monthly rate of \$10,000 for a an amount up to \$70,000.00, with a maximum contract value, including services provided in the initial contract, up to \$120,000.00.

If the FAA Reauthorization Bill is approved before December 31, 2018, the city may provide a 30-day written notice to terminate the agreement. The long-term plan for legislative purposes is for the Aviation and Government and Public Affairs Departments to collaborate on a solicitation for services to begin in January 2019.

#### **ISSUE:**

City Council authorization is required for professional services agreements over \$50,000.00.

This Ordinance will authorize an amendment to the PSA with The Normandy Group for the San Antonio Airport System. The amendment will extend the agreement through December 31, 2018 at the monthly rate of \$10,000.00 for federal legislative services such as the acquisition of a non-stop flight between Reagan National Airport and the San Antonio International Airport.

#### **ALTERNATIVES:**

City Council could elect to not approve the amendment. Without the continued services of The Normandy Group, the city will be at a disadvantage while it seeks to gain a non-stop flight to Reagan National Airport which requires Congressional authorization.

#### **FISCAL IMPACT:**

Funding is available in the Aviation Operating and Maintenance Fund for \$10,000.00 per month through the end of the calendar year. The amendment will increase the contract value in the amount of \$70,000.00, with a

maximum contract value, including services provided in the initial contract, up to \$120,000.00 if the entire term of the contract is exercised.

**RECOMMENDATION:**

Staff recommends the authorization of an amendment to the professional services agreement with The Normandy Group for the San Antonio Airport System.