



CITY OF HOUSTON - CITY COUNCIL

Meeting Date:

District B

Item Creation Date: 11/15/2019

HAS – Agreement with SITA for Common Use Terminal Equipment and Common Use Self Service Support and Maintenance at IAH

Agenda Item#:

Background:

RECOMMENDATION:

Enact an Ordinance awarding a Sole Source Contract for Common Use Terminal Equipment and Common Use Self Service Support and Maintenance in an amount not to exceed \$458,892.00 for the Houston Airport System.

SPECIFIC EXPLANATION:

The Director of the Houston Airport System and the Chief Procurement Officer recommend that City Council approve an eighteen-month agreement with SITA Information Networking Computing USA Inc. for Airline Common Use Services in Terminal A at George Bush Intercontinental Airport/Houston (IAH). The Director of the Houston Airport System or the Chief Procurement Officer may terminate this contract at any time upon 30-days' written notice to the contractor.

The scope of work requires contractor to support a set of common workstations and peripheral resources that can be used by all existing airlines operating at Terminal A. In addition, services include the use of SITA's proprietary AirportConnect software allowing airlines access to a common or shared use of gate and ticket counter positions. This common use environment provides HAS with operational flexibility to support normal airline operations, irregular operations, special events, and phasing during construction activities.

SITA is the sole proprietary owner and provider of the AirportConnect software and will provide access and support for IAH airlines to common use of 4 common use support service kiosks and 24 common use terminal equipment ticket counter positions at Terminal A; this software and equipment still has useful life left and current HAS employees and airline partners are well versed on the current process and system. A sole source justification document has been approved by the Chief Procurement Officer.

During this eighteen-month period, HAS will be proceeding with a new request for proposal (RFP) for common use services that will cover IAH Terminal A, William P. Hobby Airport (HOU), and the new Mickey Leland International Terminal (MLIT) for its scheduled opening in roughly three to five years' time.

M/WBE Subcontracting:

A zero-percent M/WBE goal document was approved by the Office of Business Opportunity.

Pay or Play Program:

The proposed contract requires compliance with the City's "Pay or Play" ordinance regarding health benefits for employees of City contractors. In this case, SITA provides health benefits to eligible employees in compliance with City policy.

Fiscal Note:

Funding for this item is included in the FY20 Adopted Budget. Therefore, no Fiscal Note is required as stated in the Financial Policies.

Director's Signature:

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DocuSigned by:
Mario Diaz
Mario C. Diaz
Houston Airport System

DocuSigned by:
Jerry Adams
Jerry Adams
Chief Procurement Officer

| ESTIMATED SPENDING AUTHORITY | | | |
|------------------------------|--------------|--------------|--------------|
| Department | FY20 | Out-Years | Total Amount |
| Houston Airport System | \$152,964.00 | \$305,928.00 | \$458,892.00 |

Amount of Funding:

\$458,892.00

HAS Revenue Fund

Fund 8001

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