



**Information Paper to
All Committees
2012 Solicitations for Small Contracts Affecting
the Traveling Public
March 2012**



Each year, all Board Committees receive notice of the upcoming year's small (less than \$3 million) non-construction contracts that affect the traveling public.

The following four contracts are scheduled for procurement action in 2012:

- **Airport Consultant** – Supports bond issuances and airlines rates and charges
- **Banking and ATMs** - Provides banking services at both Airports
- **Foreign Currency Exchange** - Provides currency exchange at both Airports
- **Reagan National Fixed Base Operator (FBO)**- Provides services and fueling to general aviation aircraft

A new RFP process will be undertaken on 3 of the 4 contracts. Discussion of the Reagan National FBO contract will be scheduled for a future meeting.

Each Committee may request additional discussion or input today prior to staff proceeding with the procurement process this year.

**REPORT TO
ALL COMMITTEES
REVIEW OF 2012 CONTRACT ACTIONS AFFECTING THE
TRAVELING PUBLIC**

MARCH 2012

PURPOSE

The “Management Proposed Advanced Review of Business Decisions” approved by the Board of Directors on November 8, 2001, provides for all Committees to receive an annual list of expiring non-construction contracts that are expected to cost or produce revenue under \$3 million annually, and have a direct and significant effect on the traveling public. This paper lists those contracts requiring procurement action or new solicitations in 2012.

DISCUSSION

During fiscal year 2012, the following contracts will require new solicitations or action:

GOODS AND SERVICES CONTRACT

Airport Consultant - Provides independent feasibility analysis for Official Statement on Airports Authority bond issuances, and support to the Finance Office, particularly on airline rates and charges. The incumbent is Jacobs Consultancy (now LeighFisher), and the contract expires on January 21, 2013. The cost of the current contract is approximately \$500,000 per year.

CONCESSION CONTRACTS

Dulles and Reagan National Banking and Automated Teller Machines (ATMs) – Provides branch banking services and ATMs at Reagan National and Dulles International. The current contract with Chevy Chase Bank (now Capital One) is scheduled to expire on January 31, 2013. The contract generated revenue of approximately \$663,000 in 2011.

Dulles and Reagan National Foreign Currency Exchange – Provides foreign currency exchange and other limited business services at Reagan National and Dulles International. The current contract with Travelex Currency Services is scheduled to expire on January 31, 2013. The contract generated revenue of approximately \$1,250,000 in 2011.

Reagan National Fixed Base Operator (FBO) – Provides services to corporate and general aviation aircraft at Reagan National. The current contract with Signature Flight Support is scheduled to expire on December 9, 2012. The contract has generated revenue of approximately \$843,000 per year. Management plans to schedule a formal discussion of this contract with the Business Administration Committee.

CONCLUSION

Management plans to issue an RFP for the consultant services and terminal concessions services noted herein, and further discussion of the Reagan National FBO contract will be scheduled for a future Business Administration Committee meeting. Each Committee may request further discussion or information on these contracts.

Prepared by:
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