

ORDINANCE

APPROVING A CONTRACT WITH VECTOR AIRPORT SYSTEMS LLC, FOR BILLING AND COLLECTION SERVICES FOR GENERAL AVIATION LANDING AND GENERAL AVIATION FEDERAL INSPECTION STATION FEES AT THE SAN ANTONIO INTERNATIONAL AIRPORT FOR AN INITIAL TERM OF FIVE YEARS WITH AN OPTION TO EXTEND FOR FIVE ADDITIONAL ONE-YEAR TERMS, WITH ANNUAL REVENUES ESTIMATED IN THE AMOUNT OF \$2,100,000 TO BE DEPOSITED INTO THE AIRPORT OPERATING AND MAINTENANCE FUND.

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WHEREAS, increasingly, commercial airports are using billing and collection services to help manage aircraft landing fees to recover costs for maintaining their facilities including airfield and federal inspection stations rather than relying on self-reporting by commercial and general aviation aircraft; and

WHEREAS, the FY 2025 Adopted Budget includes two new fees associated with general aviation aircraft landing fees that will help contribute to the funding to maintain the runway, taxiways and other facilities used by general aviation aircraft; and

WHEREAS, the City issued a Request for Information (RFI) for General Aviation Landing Fee and Federal Inspection Services (FIS) Station Fee Collection Services for the San Antonio International Airport on August 1, and two bids were received; and

WHEREAS, the bid received from Vector Airport Systems LLC is recommended for award and meets the published bid specifications; and

WHEREAS, this ordinance authorizes a contract with Vector Airport Systems LLC (Vector) for collection services of two general aviation fees at the San Antonio International Airport; As part of the agreement, Vector will bill and collect the fees, depositing 85% of the revenues into the Airport Operating and Maintenance Fund and retaining 15% of the fees as their fee for these services, and this action will also authorize a one-time payment of \$9,000 to Vector to install the two systems used for billing and collection of fees; **NOW THEREFORE**,

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SAN ANTONIO:

SECTION 1. The City Manager or designee is authorized to execute a contract with Vector Airport Systems LLC (Vector) for collection services of two general aviation fees at the San Antonio International Airport; As part of the agreement, Vector will bill and collect the fees, depositing 85% of the revenues into the Airport Operating and Maintenance Fund and retaining 15% of the fees as their fee for these services, and this action will also authorize a one-time payment of \$9,000 to Vector to install the two systems used for billing and collection of fees, a copy of which is set out in **Exhibit 1**.

SECTION 2. Funds received for this ordinance for the general aviation landing and general aviation Federal Inspection Station fees will be deposited in Fund 51001000, Internal Order 23000000180 and General Ledger 4409046.

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ORDINANCE OR RESOLUTION ADOPTED BY CITY COUNCIL.

SECTION 3. Funding in the amount of \$315,000.00 for billing and collection services is available in Fund 51001000, Cost Center 3305020004 and General Ledger 5201040 as part of the Fiscal Year 2025 Adopted Budget approved by City Council.

SECTION 4. Funding in the amount of \$9,000.00 for this ordinance is available in Fund 51001000, Cost Center 3305020004 and General Ledger 5201040 as part of the Fiscal Year 2025 Adopted Budget approved by City Council.

SECTION 5. Payment in the amount of \$9,000.00 is authorized to Vector Airport Systems, LLC and should be encumbered with a purchase order.

SECTION 6. The financial allocations in this Ordinance are subject to approval by the Deputy Chief Financial Officer, City of San Antonio. The Deputy Chief Financial Officer may, subject to concurrence by the City Manager or the City Manager's designee, correct allocations to specific Fund Numbers, Project Definitions, WBS Elements, Internal Orders, Fund Centers, Cost Centers, Functional Areas, Funds Reservation Document Numbers, and GL Accounts as necessary to carry out the purpose of this Ordinance.

SECTION 7. This Ordinance is effective immediately upon the receipt of eight affirmative votes; otherwise, it is effective ten days after passage.

PASSED and APPROVED this 3RD day of October, 2024.

M A Y O R
Ron Nirenberg

ATTEST:

APPROVED AS TO FORM:

Debbie Racca-Sittre, City Clerk

Andrew Segovia, City Attorney

MAT
10.03.2024
Item No.

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EXHIBIT 1

**SERVICE AGREEMENT FOR GENERAL AVIATION LANDING FEE
AND FEDERAL INSPECTION STATION FEE
COLLECTION SERVICES**

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