

**CITY OF EL PASO, TEXAS
AGENDA ITEM
DEPARTMENT HEAD'S SUMMARY FORM**

DEPARTMENT: Aviation

AGENDA DATE: October 15, 2019

CONTACT PERSON NAME AND PHONE NUMBER: Monica Lombraña, (915) 212-7301

DISTRICT(S) AFFECTED: 2 and 3

CITY STRATEGIC GOAL 1: Create an Environment Conducive to Strong, Sustainable Economic Development.

SUBJECT:

This item is a Resolution to authorize the City Manager or designee be authorized to sign the following U.S. Department of Homeland Security, U.S. Customs and Border Protection (CBP), Project Requirements Understanding/Acknowledgment (PRUA) for a turn-key facility at the El Paso International Airport for each of the following purposes:

- 1) Federal Inspection Services Facility
- 2) Foreign Trade Zone Facility
- 3) General Aviation Facility

BACKGROUND / DISCUSSION:

The Department of Aviation is requesting approval of this item as the initial step required by U.S. Customs and Border Protection prior to beginning negotiations to establish leases for the three facilities that the government occupies to provide customs services at the El Paso International Airport (EPIA). The three facilities are as follows:

- 1) Federal Inspection Services Facility located inside the airport terminal building (commercial passenger processing);
- 2) Foreign Trade Zone Facility located in the EPIA Cargo Center on George Perry Boulevard (commercial cargo inspection); and,
- 3) General Aviation Facility located on Boeing Drive (private passenger and cargo processing).

PRIOR COUNCIL ACTION:

None

AMOUNT AND SOURCE OF FUNDING:


N/A: This is an administrative action

BOARD / COMMISSION ACTION:

N/A

*****REQUIRED AUTHORIZATION*****

DEPARTMENT HEAD:



Monica Lombraña, A.A.E.
Managing Director of Aviation and International Bridges

(If Department Head Summary Form is initiated by Purchasing, client department should sign also)

Information copy to appropriate Deputy City Manager

RESOLUTION

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EL PASO:

That the City Manager or designee be authorized to sign the following U.S. Department of Homeland Security, U.S. Customs and Border Protection (CBP), Project Requirements Understanding/Acknowledgment (PRUA) for a turn-key facility at the El Paso International Airport for each of the following purposes:

- 1) Federal Inspection Services Facility
- 2) Foreign Trade Zone Facility
- 3) General Aviation Facility

Dated this ____ day of _____ 2019.

CITY OF EL PASO

Dee Margo
Mayor

ATTEST:

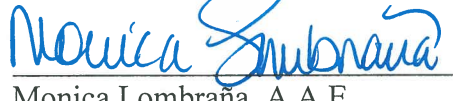
Laura D. Prine
City Clerk

APPROVED AS TO FORM:



Josette Flores
Senior Assistant City Attorney

APPROVED AS TO CONTENT:



Monica Lombraña, A.A.E.
Managing Director of Aviation and
International Bridges

Project Requirements Understanding/Acknowledgment (PRUA)

El Paso International Airport (Airport) for El Paso International Airport Federal Inspection Services (FIS) Facility, El Paso, TX

1. I have or will receive(d) a copy of the U.S. Department of Homeland Security (DHS), U.S. Customs and Border Protection (CBP), *Airport Technical Design Standard*, and understand that this is the minimum facility design requirements intended to be used as a guideline. There will also be forthcoming guidelines for security, tactical and voice/data communications requirements, and specifications. Any additional facility requirements required by local, state, or federal law, code, standards or statute must also be incorporated into the El Paso International Airport Federal Inspection Services (FIS) Facility ("facility").
2. I understand that the facility is being provided by the Airport at no cost to the government and will be constructed, renovated, and delivered to CBP as a "turn-key" project. Requirements for establishing a turn-key facility are fully described in the CBP Airport Technical Design Standards (ATDS), which at minimum requires complete construction, finishes, equipment, signage, furniture, cabling, information technology (IT) infrastructure, tactical communications and physical security systems, CCTV, alarms, emergency power supply, uninterrupted power source (UPS), a telephone system, computer equipment, office equipment, appliances, fume hood, sterilizer, disposal system, non-intrusive inspectional (NII) equipment, relocation, FIS space configuration in conformance with CBP approved 100% design plans. The CBP Airport FIS facility shall be complete, fully operational, inspected by all applicable parties and ready for occupancy.
3. I understand that the complete design, procurement and installation of the Tactical and IT infrastructure required for CBP FIS operations at the facility will be performed by CBP and that all costs incurred by CBP for this equipment and work will be the funding obligation of the Airport.
4. I understand that the facility and furnishings must be adequately maintained (i.e., all monthly utilities, HVAC systems, phone service, daily housekeeping, interior and exterior maintenance, finishes, periodic upgrades/refreshes, etc.) at the Airport's and/or their approved agent's expense as provisioned in a free space lease executed by the Airport and CBP.
5. I understand that complete design and construction documents must be submitted, reviewed and approved by all CBP points of contact in writing prior to moving to the next stage in the design/construction process.
6. I understand that my point of contact for this project will be the CBP Project Manager, who is the CBP One-Voice for this facility project.

Print Name: _____

Signature: _____

Title: _____

Date _____



Project Requirements Understanding/Acknowledgment (PRUA)

El Paso International Airport (Airport) for the El Paso Foreign Trade Zone (FTZ) Facility, in El Paso, TX.

1. I have or will receive(d) a copy of the U.S. Department of Homeland Security (DHS), U.S. Customs and Border Protection (CBP), *Airport Technical Design Standard*, and understand that this is the minimum facility design requirements intended to be used as a guideline. There will also be forthcoming guidelines for security, tactical and voice/data communications requirements, and specifications. Any additional facility requirements required by local, state, or federal law, code, standards or statute must also be incorporated into the Airport's El Paso Foreign Trade Zone (FTZ) Facility.
2. I understand that the facility is being provided by the Airport at no cost to the government and will be constructed, renovated, and delivered to CBP as a "turn-key" project. Requirements for establishing a turn-key facility are fully described in the CBP Airport Technical Design Standards (ATDS), which at minimum requires complete construction, finishes, equipment, signage, furniture, cabling, information technology (IT) infrastructure, tactical communications and physical security systems, CCTV, alarms, emergency power supply, uninterrupted power source (UPS), a telephone system, computer equipment, office equipment, appliances, fume hood, sterilizer, disposal system, non-intrusive inspectional (NII) equipment, relocation, FTZ space configuration in conformance with CBP approved 100% design plans. The CBP Airport FTZ facility shall be complete, fully operational, inspected by all applicable parties and ready for occupancy.
3. I understand that the complete design, procurement and installation of the Tactical and IT infrastructure required for CBP FTZ operations at the facility will be performed by CBP and that all costs incurred by CBP for this equipment and work will be the funding obligation of the Airport.
4. I understand that the facility and furnishings must be adequately maintained (i.e., all monthly utilities, HVAC systems, phone service, daily housekeeping, interior and exterior maintenance, finishes, periodic upgrades/refreshes, etc.) at the Airport's and/or their approved agent's expense as provisioned in a free space lease executed by the Airport and CBP.
5. I understand that complete design and construction documents must be submitted, reviewed and approved by all CBP points of contact in writing prior to moving to the next stage in the design/construction process.
6. I understand that my point of contact for this project will be the CBP Project Manager, who is the CBP One-Voice for this facility project.

Print Name: _____

Signature: _____

Title: _____

Date _____



Project Requirements Understanding/Acknowledgment (PRUA)

El Paso International Airport (Airport) for El Paso International Airport General Aviation Facility (GAF), in El Paso, TX

1. I have or will receive(d) a copy of the U.S. Department of Homeland Security (DHS), U.S. Customs and Border Protection (CBP), *Airport Technical Design Standard*, and understand that this is the minimum facility design requirements intended to be used as a guideline. There will also be forthcoming guidelines for security, tactical and voice/data communications requirements, and specifications. Any additional facility requirements required by local, state, or federal law, code, standards or statute must also be incorporated into the El Paso International Airport General Aviation Facility (GAF) Facility.
2. I understand that the facility is being provided by the Airport at no cost to the government and will be constructed, renovated, and delivered to CBP as a "turn-key" project. Requirements for establishing a turn-key facility are fully described in the CBP Airport Technical Design Standards (ATDS), which at minimum requires complete construction, finishes, equipment, signage, furniture, cabling, information technology (IT) infrastructure, tactical communications and physical security systems, CCTV, alarms, emergency power supply, uninterrupted power source (UPS), a telephone system, computer equipment, office equipment, appliances, fume hood, sterilizer, disposal system, non-intrusive inspectional (NII) equipment, relocation, GAF space configuration in conformance with CBP approved 100% design plans. The CBP Airport GAF facility shall be complete, fully operational, inspected by all applicable parties and ready for occupancy.
3. I understand that the complete design, procurement and installation of the Tactical and IT infrastructure required for CBP GAF operations at the facility will be performed by CBP and that all costs incurred by CBP for this equipment and work will be the funding obligation of the Airport.
4. I understand that the facility and furnishings must be adequately maintained (i.e., all monthly utilities, HVAC systems, phone service, daily housekeeping, interior and exterior maintenance, finishes, periodic upgrades/refreshes, etc.) at the Airport's and/or their approved agent's expense as provisioned in a free space lease executed by the Airport and CBP.
5. I understand that complete design and construction documents must be submitted, reviewed and approved by all CBP points of contact in writing prior to moving to the next stage in the design/construction process.
6. I understand that my point of contact for this project will be the CBP Project Manager, who is the CBP One-Voice for this facility project.

Print Name: _____

Signature: _____

Title: _____

Date _____

