



STAFF REPORT

DATE: August 1, 2017

TO: Ronald L. Olson, City Manager

FROM: Matthew Van Valkenburgh A.A.E., Executive Director of Aviation

SUBJECT: USE OF A REQUEST FOR PROPOSAL (RFP) FOR THE COMMON-USE SYSTEM / FLIGHT INFORMATION DISPLAY SYSTEM (FIDS) AT KILLEEN FORT HOOD REGIONAL AIRPORT

BACKGROUND AND FINDINGS:

The existing common-use system and infrastructure is six (6) years old and runs on a non-supportable Window XP platform, using equipment that is outdated and not compatible with current Windows operating systems. The lack of software updates is reaching a point where the existing system may no longer interface with the air carriers' computer systems as necessary to check in passengers and provide other required customer service at the departure gates. This upgrade will enable the airport and airlines to better utilize and manage resources; enhance the passenger experience; provide for safety and emergency messaging for the public, passengers, and tenants; and reduce maintenance and operational costs incurred by the airport.

The existing flight information display system (FIDS) infrastructure is approaching six (6) years old and is becoming more difficult and more expensive to maintain in operational condition. Passengers, as well as "meeters and greeters," depend upon flight status data that includes information such as gate numbers, updated departure and arrival times, and baggage claim locations for arrivals. Historically, the FIDS monitors, which operate continuously 24/7/365, average approximately 4 ½ to 5 years of useful life.

The objective of the project is to provide a system which permits the airport complete flexibility to assign airlines to any ticket counter, check-in counter, or departure gate to meet the needs of the airport dependent upon demand, delays, diversions, charter activity, etc., or passenger boarding bridge maintenance requirements. It will also reduce barriers to new airline entry into the market by providing a system which significantly reduces airline costs to those airlines in the market or those entering the market. This will dramatically improve the airport's ability to attract carriers which would lead to lower costs and furnish opportunities for increased competition among airlines.

Staff recommends using a Request for Proposal (RFP) for the evaluation, selection, procurement, and installation of a system. It is the opinion of staff that using a quantitative, evaluative process such as the RFP will provide the City with the greatest opportunity to receive the best value in a comprehensive common-use and FIDS system that will incorporate the latest in technology and encompass techniques that will significantly improve the Airport's ability to serve its internal and external customers. The RFP will garner information from interested parties and permit a team to review and evaluate the requested information. This evaluation

will examine the content of each proposal and compare each system proposal to the specifications of the RFP, as well as evaluate the proposer's level of experience at various airports, references of the proposer, adaptability of the system for future added capabilities, and serviceability/maintainability of the proposed system. A standard bid process only guarantees the lowest cost to a defined set of specifications, but not necessarily the best value of a proposal. Although cost will be a component of the evaluation, it does not necessarily represent the best overall value to the City. The RFP process will provide the best value system for the airport and the City and will provide the opportunity to consider the latest technology available from different vendors.

THE ALTERNATIVES CONSIDERED:

Alternatives considered: (1) Use RFP process to select a vendor and a best value system or (2) Use the standard competitive sealed bid process.

Which alternative is recommended? Why?

Staff recommends the first alternative. The RFP procurement method will provide the airport with the opportunity to consider and select the best value system with the latest technology available without extensive bid specification development costs.

CONFORMITY TO CITY POLICY:

Yes

FINANCIAL IMPACT:

There is no financial impact.

What is the amount of the expenditure in the current fiscal year? For future years?

N/A

Is this a one-time or recurring expenditure?

N/A

Is this expenditure budgeted?

N/A

If not, where will the money come from?

N/A

Is there a sufficient amount in the budgeted line-item for this expenditure?

N/A

RECOMMENDATION:

City Council find that competitive sealed proposal (RFP) method will provide the best value for the City and authorize the City Manager and staff to utilize the RFP evaluation process to identify and select the best value common-use and FID system for the Killeen-Fort Hood Regional Airport.

DEPARTMENTAL CLEARANCES:

Finance

Legal