



City of Kansas City, Missouri

Docket Memo

Ordinance/Resolution #

Submitted Department/Preparer: Aviation

Docket memos are required on all ordinances initiated by a Department Director. More information can be found in [Administrative Regulation \(AR\) 4-1](#).

Executive Summary

Authorizing a Concession Agreement with U.S. Bank National Association, Contract No. 6222070030 to provide ATM services at Kansas City International Airport.

Discussion

Authorizing a five (5) year Concession Agreement, March 1, 2023 through February 29, 2028 with US Bank National Association to provide two (2) self-operating ATM machines in the pre-security area of the single terminal at Kansas City International Airport. All costs associated with operating and installing ATMs are solely paid for by the bank.

Bank will pay one hundred percent (100%) of the monthly percentage rents of surchargeable transactions to be deposited in the Aviation Department's General Fund – Terminal Concessions (Other), 8300-620000-470663.

US Bank projects 1,000 transactions per month in the single terminal facility with a surcharge rate \$3.50 per transaction. US Bank estimates $\frac{2}{3}$ of transactions to be surchargeable producing \$2,330 per month revenue or \$27,960 annually.

The solicitation was advertised on the City's website September 6-30, 2022 and the RFP Deadline was 2:00PM on Friday, September 30, 2022.

RFP packets were sent to the following eleven organizations:

ACFN-Solutions; Baum Tech, LLC; Bank of America; Cardtronics; Commerce Bank; Community America Credit Union; MFB Processing, LLC; Prineta USA; Universal Money Centers; US ATM Network, Inc.; US Bank National Association;

Concessionaires were expected to propose the greater of a Minimum Monthly Rent (MMR) or a Monthly Percentage Rent (MPR) per surchargeable transaction. Five proposals were received before the September 30th deadline with rates as follows:

Baum Tech MMR \$1050, MPR 60%

Universal Money \$2,500 "signing bonus", MPR 80%

US Bank MMR \$0, MPR 100%

Prineta USA MMR \$1,500, MPR 50%

Community America . . . MMR\$1,925, MPR 51%



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A selection committee consisting of Aviation Director Pat Klein, Deputy Directors Ian Redhead, and Melissa Cooper, Kimberly Carter of Finance, Council Member Dan Fowler and Mario Vasquez representing the City Manager's Office recommended to award this concession contract to US Bank National Association on October 31, 2022.

Fiscal Impact

1. Is this legislation included in the adopted budget? ☐ Yes ☒ No

2. What is the funding source?

This legislation will generate revenue based on the agreement mentioned above. There is no funding source, but the earned funds will be deposited into the following account string:

Terminal Concessions (Other) 8300-620000-470663

3. How does the legislation affect the current fiscal year?

Legislation will create an estimated revenue of \$4,660 for the remainder of FY23.

4. Does the legislation have fiscal impact in future fiscal years? Please notate the difference between one-time and recurring costs.

Legislation will create an estimated revenue of \$27,960 annually.

5. Does the legislation generate revenue, leverage outside funding, or deliver a return on investment?

Legislation will create an estimated revenue of \$27,960 annually.

Office of Management and Budget Review

(OMB Staff will complete this section.)

1. This legislation is supported by the general fund. ☐ Yes ☒ No

2. This fund has a structural imbalance. ☐ Yes ☒ No

Additional Discussion (if needed)

Click or tap here to enter text.



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Citywide Business Plan (CWBP) Impact

View the [FY23 Citywide Business Plan](#)

Which CWBP goal is most impacted by this legislation?

Infrastructure and Accessibility (Press tab after selecting.)

Which objectives are impacted by this legislation (select all that apply):

- ☐ Enhance the City's connectivity, resiliency, and equity through a safe, efficient, convenient, inclusive, accessible, sustainable and better connected multi-modal transportation system
- ☐ Develop environmentally sound and sustainable infrastructure strategies that improve quality of life and foster economic growth
- ☐ Increase and support local workforce development and minority, women, and locally-owned businesses
- ☐ Engage in efforts to strategically invest in the City's infrastructure and explore emerging technologies
- ☐
- ☐

Prior Legislation

Ordinance #210005 with Baum Tech LLC; February 1, 2021 – February 28, 2023
Ordinance #180041 with Bank of America; February 1, 2018 – January 31, 2021
Ordinance #120941 with US Bank; December 1, 2012 – January 31, 2018

Service Level Impacts

This Contract supports the Aviation Department's goal to maximize use of all assets while providing efficient and satisfactory services and facilities for passengers and visitors.

Other Impacts

1. What will be the potential health impacts to any affected groups?

There are no know potential health impacts to any affected group.

2. How have those groups been engaged and involved in the development of this ordinance?

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N/A

3. How does this legislation contribute to a sustainable Kansas City?

This Concession Agreement supports our goal to utilize assets to maximize revenue while providing customer services for passengers and visitors.

4. Does the ordinance/resolution include Civil Rights antidiscrimination requirements in compliance with the Code of Ordinances (Chapter 38, titled "Civil Rights")?

Yes.

5. Has the ordinance/resolution been submitted for review of economic equity & inclusion requirements in compliance with the Code of Ordinances (Chapter 3, titled "Contracts and Leases")?

Yes. On August 31, 2022, CREO approved "no goals" for this self-serve vending concession.