



# City of Pensacola

222 West Main Street  
Pensacola, FL 32502

## Memorandum

---

**File #:** 18-00437

City Council

12/13/2018

---

### **LEGISLATIVE ACTION ITEM**

**SPONSOR:** Grover C. Robinson, IV, Mayor

**SUBJECT:**

AIRPORT - AWARD OF CONTRACT RFP #18-036 FIVE (5) YEAR CONCESSION AGREEMENT FOR AUTOMATIC TELLER MACHINE PLACEMENT AND OPERATION

**RECOMMENDATION:**

That City Council approve the selection for RFP #18-036 Automatic Teller Machine Placement and Operation at the Pensacola International Airport, with Prineta, LLC of Oakland Park, Kansas submitting the sole proposal. Further, that City Council award the contract for automatic teller machine placement and operation at Pensacola International Airport to Prineta, LLC. Finally, that City Council authorize the Mayor to take all actions necessary to execute the contract.

**HEARING REQUIRED:** No Hearing Required

**SUMMARY:**

The current five-year concession agreement covering the placement and operation of Automatic Teller Machines in the passenger terminal building at the Pensacola International Airport is expiring. Accordingly, a Request for Proposals (RFP) for another five-year concession period was developed and issued. Under the terms of the agreement, the selected vendor will be required to place, operate, and maintain two machines in the terminal for the use of the individuals traveling through the facility. In consideration of the concession, the vendor will be required to pay the Pensacola International Airport an amount on each surcharged transaction.

One firm responded to the RFP. Prineta, LLC is a private non-bank independent ATM operator offering full-service ATM placement and cash management services in the USA and Canada. They currently own and manage over 1,400 ATMs with 64 locations in Florida. Upon review of the submittal, it is recommended to award RFP #18-036 to Prineta, LLC.

**PRIOR ACTION:**

December 12, 2013 - City Council awarded RFP #13-018, Automatic Teller Machine Placement and Operation Concession at Pensacola International Airport to The Big Apple Services and ATM, Inc.

October 9, 2008 - City Council awarded Proposal No. 08-047, Automatic Teller Machine Placement and Operation Concession to Wachovia Bank, N.A.

August 21, 2003 - City Council awarded the Automatic Teller Machine Placement and Operation Concession to Wachovia Bank, N.A.

July 23, 1998 - City Council awarded the Automatic Teller Machine Placement and Operation Concession to AmSouth.

**FUNDING:**

N/A

**FINANCIAL IMPACT:**

Prineta, LLC will pay a per square foot rental rate identical to the rental rate paid by the Airlines for the space occupied by the ATM's. In addition, Prineta will also pay a concession fee of \$1.50 per surcharged ATM transaction.

**CITY ATTORNEY REVIEW:** Yes

11/21/2018

**STAFF CONTACT:**

Christopher L. Holley, City Administrator  
Daniel E. Flynn, Airport Director

**ATTACHMENTS:**

- 1) Airport Concession Agreement for the Automatic Teller Machine Concessions at Pensacola International Airport
- 2) Bid Tabulation- RFP #18-036

**PRESENTATION:** No