



## U.S. Customs and Border Protection

### **U. S. CUSTOMS AND BORDER PROTECTION (CBP) MEMORANDUM OF AGREEMENT TO REIMBURSE CBP**

This Memorandum of Agreement (“MOA”) outlines the agreement between the City of Laredo/Laredo International Airport (Sponsor) and CBP in regard to the sponsor’s responsibility to reimburse CBP for costs related to providing communications and information technology (IT) equipment and services required at the below named location. The legal authority for CBP to enter into and require such an agreement is found at 8 U.S.C. §§ 1223-1224, 1356(a); 19 U.S.C. §§ 1459, 1461, 1499, 1524, 1644a; 8 C.F.R. Part 234; 19 C.F.R. Part 122.

**Airport Owner/Operator:** City of Laredo/Laredo International Airport  
**Location:** 5210 Bob Bullock Loop  
Laredo, Texas 78041

### **CITY OF LAREDO/LAREDO INTERNATIONAL AIRPORT RESPONSIBILITIES**

#### Data and Cabling

City of Laredo/Laredo International Airport is responsible for the procurement and installation of all data cabling and electrical components required for connectivity of systems and equipment, according to CBP Office of Information Technology (OIT) provided specifications. City of Laredo/Laredo International Airport is required to provide a two-week advanced notice of all cable pulls to allow CBP to observe installation.

#### Reimbursement of Equipment, Initial Service, and Recurring Costs

City of Laredo/Laredo International Airport agrees to reimburse CBP for all equipment and connectivity costs, including installation, maintenance, and recurring costs, at City of Laredo/Laredo International Airport. Current estimated equipment and initial service costs total \$55,750.50. The estimated annual recurring costs are \$0.00. CBP OIT’s Cost Estimate titled “LAR030A-OFO-25267C” is attached.

City of Laredo/Laredo International Airport will be billed the actual costs for the equipment identified in CBP OIT’s Cost Estimate LAR030A-OFO-25267C, along with any outstanding reimbursements due from any previously executed agreement(s). Recurring out-year network circuit charges, and the cost of any necessary replacement equipment not covered under warranty, will also be billed to City of Laredo/Laredo International Airport.

#### Equipment Upgrades

Upgrades to CBP equipment and connectivity may be required on a schedule determined by CBP (approximately every 3-5 years, as needed). City of Laredo/Laredo International Airport is responsible for the cost of required upgrades. CBP will provide City of Laredo/Laredo International Airport a minimum of 180 days advance notice of any required upgrades.

### Payment Process

A copy of this signed agreement will be forwarded to the CBP National Finance Center (NFC). Upon receipt and acceptance of equipment by CBP, the NFC will issue City of Laredo/Laredo International Airport a bill for the actual equipment and initial services costs as detailed in CBP OIT Cost Estimate LAR030A-OFO-25267C. The CBP NFC will bill City of Laredo/Laredo International Airport 30-days prior to the due date for recurring out-year network and connectivity charges owed, along with any sums owed for replacement equipment not covered by manufacturer warranties.

Pursuant to 19 C.F.R. § 24.3a, any amounts due CBP under the terms of this agreement that are more than 30 days past-due will begin accruing interest charges based on U.S. Treasury borrowing rates and may ultimately be referred for collection.

### City of Laredo/Laredo International Airport Accounts Payable Information

Tax Identification Number: A-113166

Bill To Representative: City of Laredo/ATTN: Finance Dept./Accounts Payable

Phone Number: 956-791-7328

Email Address: jjolly@ci.laredo.tx.us

Address: 1110 Houston Street, Laredo, TX 78040

### Equipment Ownership

CBP will retain possessory ownership of all equipment used in CBP operations until CBP vacates the premises. CBP will transfer the equipment reimbursed by City of Laredo/Laredo International Airport when CBP vacates the premises. Within two months (60-days) of installation and reimbursement, CBP OIT will deliver a list of serial numbers and/or other identification and warranty information for City of Laredo/Laredo International Airport reimbursed equipment to the point of contact listed below.

City of Laredo/Laredo International Airport Equipment Administrator: Gilberto Sanchez

Email Address: gsanchez@ci.laredo.tx.us

Phone Number: 956-795-2000 x 2828

Ship to Address: 5210 Bob Bullock Loop, Laredo, TX 78041

## **U.S. CUSTOMS AND BORDER PROTECTION (CBP) RESPONSIBILITIES**

### Equipment Connectivity and Maintenance

CBP OIT will be responsible for ordering and installing required circuit, data equipment, and connection(s) from Laredo International Airport to the CBP National Data Center. CBP is also responsible for imaging, maintaining, and controlling all equipment listed in the attached CBP OIT Cost Estimate LAR030A-OFO-25267C. City of Laredo/Laredo International Airport will incur no CBP OIT charged service fees for any equipment maintenance/repair/replacement covered by CBP procured equipment warranties.

Data Ownership

All data entered and/or stored in any manner on the equipment covered by this MOA shall belong to the United States and is confidential and protected information. It is CBP's responsibility to properly remove data before possession of any equipment is transferred to City of Laredo/Laredo International Airport. In the event data inadvertently remains on any equipment after transfer, City of Laredo/Laredo International Airport shall keep the information confidential and immediately notify CBP so that CBP can remove the data.

**AUTHORIZATION**

Authorized Representative

The signatory to this MOA represents and warrants that he or she is a duly authorized representative of City of Laredo/Laredo International Airport, with full power and authority to enter into this MOA and to bind City of Laredo/Laredo International Airport with regard to all matters relating to this agreement.

Agreement to these terms is attested by the signatures below.

_____	_____	_____
Joseph W. Neeb	Email Address	Date
City Manager		

_____	_____	_____
Albert A. Flores	Email Address	Date
Port Director		
Office of Field Operations, Laredo Field Office		
U.S. Customs and Border Protection		