



Texas Department of Public Safety Purchase Order

Blanket Order Number

405-16-P007657

SHOW THIS NUMBER ON ALL
PACKAGES, INVOICES AND
SHIPPING DOCUMENTS.

**V
E
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Vendor Number: 00029625
CSI AVIATION INC

3700 RIO GRANDE BLVD NW STE 1
ALBUQUERQUE, NM 87107-2876

**S
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Texas Department of Public Safety
Texas Division of Emergency Management
5805 North Lamar Blvd
Austin, TX 78752-4431
US
Email: eprocurementshipping@dps.texas.gov
Phone: (512) 424-2000

State Sales Tax Exemption Certificate: The undersigned claims an exemption from taxes under Chapter 20, Title 122A, Revised Civil Statutes of Texas, for purchase of tangible personal property described in this numbered order, purchased from contractor and/or shipper listed above, as this property is being secured for the exclusive use of the State of Texas.

**B
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Texas Department of Public Safety
Finance - Accounts Payable - MSC 0130
PO Box 4087
Austin, TX 78773-0130
US
Email: apinvoices@dps.texas.gov
Phone: (512) 424-2060

Solicitation (Bid) No.: 405-16-B001717

Payment Terms: State of Texas Prompt Pay

Shipping Terms:

Delivery Calendar Day(s) A.R.O.: 0

Item # 1

Texas Department of Public Safety Texas Department of Emergency Management (TXDPS/TDEM) Emergency Disaster Aircraft Contingency Contract. This contract is to support TXDPS/TDEM in the evacuation of citizens of Texas during an emergency situation.

There are three (3) Purchase Orders issued as the result of TXDPS Pricing Request No. 405-16-R048614 for Primary, Secondary, and Tertiary vendors. If the Primary Vendor is not able to provide any or all of the needed services, DPS/TDEM will then contact the secondary and, possibly, tertiary vendor for the needed services.

This Master Blanket Purchase Order (MBPO) awarded for PRIMARY Vendor Air Partner, Inc. under TXMAS contract TXMAS-16-59901 will provide pricing services as per Attachment A, Blanket Aircraft Contingency Contract Scope of Work (SOW). and the Vendor's pricing as stated in Line Items of this MBPO below

Blanket Purchase Order not to exceed \$2,000,000.00, for Primary Vendor MBPO, without written authorization via Purchase Order Change Notice (POCN) from TXDPS Procurement and Contract Services Division.

Blanket Purchase Order Service Period: Date of Award through 8/31/2017
 Optional Renewal #1: 9/1/2017 through 3/9/2018
 Optional Renewal #2: 9/1/2018 through 3/9/2019

TXMAS Contract TXMAS-16-59901
 Contract Start Date: 03/22/2016
 Contract End Date: 03/09/2019

Item # 3

Class-Item 961-13

Primary Vendor CSI Aviation, Inc. TXMAS-16-59901 pricing for June 8, 2016 exercise, per Pricing Request 405-16-R048614.

June 8, 2016 Aircraft Contingency Contract for the Texas Department of Public Safety Division of Emergency Management (TXDPS-TDEM)

June 8, 2016 B-737 Aircraft 100-125 passengers departing from Harlingen, TX (HRG) to Austin, TX one way to Austin, no return flight. 3 hour flight \$10,724.00 per hour. Trip cost \$32,447.00

June 8, 2016 B-737 Aircraft 100-125 passengers departing from Harlingen, TX (HRG) to Dallas Love Field, Dallas, TX one way to Dallas no return flight. 3.5 hour flight \$10,263.00 per hour. Trip cost \$35,922.00

June 9, 2016 B-737 Aircraft 100-125 passengers optional return flight from Dallas Love Field, Dallas, TX to Harlingen, TX (HRG) 3.5 hour flight \$10,263.00 per hour. Trip cost \$35,922.00

June 8, 2016 B-737 Aircraft 100-125 passengers departing from Harlingen, TX (HRG) to Dallas-DFW, Dallas, TX (DFW) 3.5 hour flight \$10,263.00 per hour. Trip cost \$35,922.00

June 9, 2016 B-737 Aircraft 100-125 passengers optional return flight from Dallas (DFW) Dallas, TX to Harlingen, TX (HRG) 3.5 hour flight \$10,263.00 per hour. Trip cost \$35,922.00

Baggage 100-125 passengers handling/loading aircraft. Passengers are allotted one carry-on and one checked bag, per flight cost \$7,000.00

Aircraft spotting/support, per flight cost \$6,000.00

Harlingen-Valley International Airport (HRL) should have air stairs available depending on type of aircraft specified. No fueling will be allowed at HRL airport. Cost included in hourly flight rate.

Air Stairs compatible for 737 or A380 if needed. Cost included in hourly flight rate.

Quantity	Unit Price	UOM	Discount %	Total Discount Amt.	Tax Rate	Tax Amount	Freight	Total Cost
1.00	\$ 0.00	JOB	0.00 %	\$ 0.00		\$ 0.00	\$ 0.00	\$ 0.00

Item # 4
 Class-Item 961-13

When an emergency is declared CSI Aviation, Inc. will provide services applicable to the Attachment A, Blanket Aircraft Contingency Contract Scope of Work (SOW) per their TXMAS contract TXMAS-16-59901.

CSI Aviation will be contacted by a TXDPS/TDEM purchaser of the pending evacuation

If CSI Aviation services are needed a purchase order will be issued through the TXSmartBuy System

Quantity	Unit Price	UOM	Discount %	Total Discount Amt.	Tax Rate	Tax Amount	Freight	Total Cost
1.00	\$ 0.00	JOB	0.00 %	\$ 0.00		\$ 0.00	\$ 0.00	\$ 0.00

Item # 2

Change Orders:

Change orders will be allowed only if unforeseen conditions arise such as, but not limited to, increasing or decreasing quantities or if the department needs dictate changes. All changes shall be in the scope of original work. No verbal change orders will be permitted. All change orders must be in writing with a Purchase Order Change Notice (POCN) issued by Procurement & Contract Services.

U.S. Department of Homeland Security E-Verify System:

By entering into this Contract, the Contractor certifies and ensures that it utilizes and will continue to utilize, for the term of this Contract, the U.S. Department of Homeland Security E-Verify system to determine the eligibility of 1. All persons employed to perform duties within Texas, during the term of the Contract; and 2. All persons, including subcontractors, assigned by the Contractor to perform work pursuant to the Contract, within the United States of America. The Contractor shall provide, upon request of TXDPS an electronic or hardcopy screenshot of the confirmation or tentative non-confirmation screen containing the E-Verify case verification number for attachment to the Form I-9 for the three most recent hires that match the criteria above, by the Contractor, and Contractor subcontractors, as proof that this provision is being followed. If this certification is falsely made, the Contract may be immediately terminated, at the discretion of the state and at no fault to the state, with no prior notification. The Contractor shall also be responsible for the costs of any re-solicitation that the state must undertake to replace the terminated Contract.

Notice Under Government Code 2261.252

The Contractor represents and warrants that the Department is not prohibited from entering into this contract with the Contractor under Section 2261.252, Tex Government Code, adopted by SB20, 84th Legislature, Regular Session. If the Contractor(s) representation and warranty is incorrect and the Department was prohibited from entering into this contract with the Contractor under those provisions, this contract is void.

Certification Concerning Restricted Employment for Former State Officers or Employees under Texas Government Code Section 572.069

The Respondent certifies that it has not employed and will not employ a former TXDPS or state officer who participated in a procurement or contract negotiation for TXDPS involving the Respondent within two (2) years after the state officer or employee left state agency employment or service. This certification only applies to former state officers or employees whose state service or employment ceased on or after September 1, 2015.

House Bill 1295, effective for certain contracts entered into on and after 1/1/16

Notice Under Government Code 2252.908

Pursuant to Government Code 2252.908 the Department may not enter into certain contracts with a business entity unless the business entity submits a disclosure of interested parties to the Department at the time the business entity submits the signed contract to the Department. The Texas Ethics Commission has adopted rules and procedures under these provisions:

https://www.ethics.state.tx.us/whatsnew/elf_info_form1295.htm

Any contract found to violate Government Code 2252.908 is void.

Item # 7

Documents Order of Precedence:

Purchase Order

Pricing Request-Documents that includes Statement of Work or Specifications (as applicable)

Vendor's response to Pricing Request

TXMAS-16-59901 Terms & Conditions plus TXDPS Standard Terms & Conditions Rev. 4/16 apply to this order, if TXDPS T&Cs conflicts then TXMAS-16-59901 T&Cs prevail.

This Master Blanket Purchase Order is awarded in accordance with Texas Government Code section 2155.074. Sec. 2155.074: BEST VALUE STANDARD FOR PURCHASE OF GOODS OR SERVICES. (a) For a purchase of goods and services under this chapter, each state agency, including the commission, shall purchase goods and services that provide the best value for the state. TXDPS reserves the right to make an award based on the best value response presented that will best serve the interest of the State.

Item # 10

Vendor shall provide the needed insurance certificate as stated in the TXDPS terms and conditions.

Item # 8

Contact Information:

Vendor Contact:

Ashley Jameson 505-761-9000 jameson@csiaviation.com

Project Manager:

Tom Polonis 512-424-7627

tom.polonis@dps.texas.gov

Contract Monitor:

Monica Presson 512-424-7048

monica.presson@dps.texas.gov

Contract Administrator:

Cathy Richter 512-424-5579 cathrin.richter@dps.texas.gov

TAX:	\$ 0.00
FREIGHT:	\$ 0.00
TOTAL:	\$ 0.00

APPROVED

By: Cathy Richter, CTPM

Phone#: (512) 424-5579

BUYER



**TEXAS DEPARTMENT OF PUBLIC SAFETY
PRICING REQUEST**

PR DEADLINE ▶ 10:00 a.m. 04/26/2016

SOLICITATION NO: ▶ 405-16-R048614

FAILURE TO SIGN WILL DISQUALIFY PR

AGENCY TO INVOICE
Texas Department of Public Safety Accounting and Budget Control P.O. Box 4087 Austin, Texas 78773-0130 apinvoice@dps.texas.gov
DESTINATION OF GOODS IF DIFFERENT THAN ABOVE
June 8, 2016 Evacuation Exercise Harlingen – Valley International Airport 3002 Heritage Way Harlingen, TX 78550

IF NOT
QUOTING
DO NOT
RETURN
THIS
FORM.

AUTHORIZED SIGNATURE

DATE

By signing this PR, respondent certifies that if a Texas address is shown as the address of the response, respondent qualifies as a Texas Bidder as defined in 34 TAC Rule 20.32(68).

VENDOR ADDRESS AND IDENTIFICATION NUMBER

Vendor Federal VIN#: _____
 Vendor TINS #: _____
 Vendor Name: _____
 Vendor Address: _____

 Vendor State: _____ Zip: _____
 Vendor contact: _____
 Contact Phone #: _____

DELIVERY IN _____ DAYS AFTER RECEIPT OF ORDER
 CASH DISCOUNT _____% _____ DAYS OR NET 30

WHEN QUOTING:

Vendor shall indicate pricing with an authorized signature on this PR form and fill out all pricing tables or attachments. Vendor may at their option enclose a separate quote on their Company letter head, however all terms and conditions or deviation language on Vendor's quote shall not apply to the PR or any awarded Purchase Order.

THIS PRICING REQUEST (PR) SHALL BE SUBMITTED WITH SIGNATURES AND PRICING

LINE ITEM NO.	CLASS & ITEM	DESCRIPTION	QUANTITY	UOM	MSRP PRICE	UNIT PRICE	EXTENSION	State TXMAS Number or Open Market Pricing
1	961/13 Aircraft 100-125 passengers	departing From: Harlingen, TX (HRG) to Austin, TX (AUS) (one way to Austin, no return flight), June 8, 2016	1	EA				
2	961/13 Aircraft 100-125 passengers	departing From: Harlingen, TX (HRG) to Dallas Love Field, Dallas, TX (DAL). June 8, 2016	1	EA				
3	961/13 Aircraft 100-125 passengers	Optional return flight From Dallas Love Field (DAL) to Harlingen, TX (HRG) June 9, 2016	1	EA				



Pricing Request
TEXAS Department of Public Safety
 Continuation Page(s)

PR OPENING ▶ 10:00 a.m. 04/26/2016

SOLICITATION NO: ▶ 405-16-R048614

Vendor Company Name:

LINE ITEM NO.	CLASS & ITEM DESCRIPTION	QUANTITY	UOM	MSRP PRICE	UNIT PRICE	EXTENSION	State TXMAS Number or Open Market Pricing
4	961/13 Aircraft 100-125 passengers departing From: Harlingen, TX (HRG) to Dallas-DFW, Dallas, TX (DFW). June 8, 2016	1	EA				
5	961/13 Aircraft 100-125 passengers Optional return flight From Dallas-DFW (DFW) to Harlingen, TX (HRG) June 9, 2016	1	EA				
6	961/13 Baggage 100-125 passengers handling/loading aircraft Passengers are allotted one (1) carry-on and one (1) checked bag. Per flight cost	1	EA				
7	961/13 Aircraft spotting/support. Per flight cost	1	EA				
8	961/13 Harlingen-Valley International Airport-HRL, should have air stairs available depending on type of aircraft specified. No fueling will be allowed at HRL airport	1	EA				
9	961/13 Air Stairs compatible for a 737 or A380 (if needed)	1	EA				

Vendor Note:

- Texas Department of Public Safety (TXDPS) is currently seeking to award a Blanket Aircraft Contingency Contract(s), from active TXMAS vendors, to support the TXDPS Texas Division of Emergency Management (TDEM) in evacuation of citizens of Texas during an emergency situation.
- TXDPS is requesting pricing for the June 8, 2016 Emergency Evacuation Training Exercise. In addition to the pricing above, respondent is to provide an overall pricing list for services applicable to the Attachment A-Blanket Aircraft Contingency Contract Scope of Work (SOW) which is attached. Respondent's pricing for the June exercise along with vendor's overall pricing list will be the basis of determining possible Primary, Secondary, and Tertiary awards of blanket orders for the Aircraft Contingency Contract.
- TXDPS is requesting a turnkey service. Vendors are to list all possible items or services, not included in line items 1 through 9 above, which are needed for a turnkey service on a separate sheet. Provide pricing for each and indicate if the pricing is TXMAS or Open Market pricing.
- You must provide your TXMAS contract numbers for each line above that is covered by your TXMAS contract. Any line item that is not covered under your existing TXMAS contract, respondent must note that the pricing is being submitted as Open Market, Best Value pricing.
- Vendors must itemize (break down) the costs per line item on a separate sheet, including the type/size of aircraft that will be provided and any fuel surcharge.
- It is the intent of TXDPS to make multiple awards on a primary, secondary and tertiary vendor basis. TXDPS reserves the right to make multiple awards if determined to be in the best interest of the State.
- See attached Attachment A-Blanket Aircraft Contingency Contract SOW for the Blanket Aircraft Contingency Contract requirements.



Vendor Company Name:

- Quantity(ies) shown are estimated. TXDPS reserves the right to increase or decrease the quantity(ies) of the Purchase Order on as needed basis at the same original terms and conditions throughout the service term of the Purchase Order.
- The award blanket PO(s) will be set up as internal TXDPS Blanket Orders. When and if Aircraft Contingency Contract is needed the awarded vendor(s) will receive a Purchase Order through the TXSmartBuy system for the services.
- Invoices shall be submitted in a line item format to match the Purchase Order (PO) and must itemize (break down) the costs associated with each line item.
- DPS anticipates a multiple award for these services with a primary, secondary and tertiary vendor. Awards will be based on lowest price of the responses for the June Emergency Evacuation. Training Exercise as stated in the Pricing Request.
- The term of the services shall be upon award through August 31, 2017. The awarded blanket order may be renewed up to two (2) periods of up to twelve (12) months each and as long as there is an active TXMAS contract in place for the services.

As part of the response to this solicitation, respondent is to also provide the following information:

- U.S. General Services Administration contract (link to all contract information is sufficient)
- Detailed GSA Price Listing
- Texas Multiple Award Schedule (TXMAS) contract and term and conditions
- Dunn & Bradstreet full report
- Detail any items/services being requested that are not covered under the respondent's TXMAS contract

The award(s) will be DPS internal blanket order(s) based on the vendor's existing TXMAS contracts. As services are required:

- DPS/TDEM will contact the primary vendor Point of Contact with the evacuation information. If the primary vendor is not able to provide any or all of the needed services, DPS/TDEM will then contact the secondary and, possibly, tertiary vendor for the needed services.
- Vendor will provide DPS/TDEM with acknowledgement that they will be able to provide the needed services and quote for services.
- DPS will issue a Texas SmartBuy PO and release against the DPS internal blanket order

Delivery, receipt, and acceptance of goods / services to include a correct invoice are required before payment is made in accordance with Prompt Pay Act.

CERTIFICATION CONCERNING RESTRICTED EMPLOYMENT FOR FORMER STATE OFFICERS OR EMPLOYEES UNDER TEXAS GOVERNMENT CODE 572.069

Respondent certifies that it has not employed and will not employ a former Texas Department of Public Safety (TXDPS) or state officer who participated in a procurement or contract negotiation for TXDPS involving Respondent within two years after the state officer or employee left state agency employment or service. This certification only applies to former state officers or employees whose state service or employment ceased on or after September 1, 2015. Any contract found to violate Government Code 572.069 is void.

Notice Under Government Code 2261.252

Pursuant to Government Code 2261.252 the Department may not enter into a contract for the purchase of goods or services with a private vendor if members of the Public Safety Commission or certain positions within the agency including the Executive Director, the General Counsel or the Procurement Director or their covered family members have a financial interest in the vendor. Any contract found to violate Government Code 2261.252 is void.



Vendor Company Name:

House Bill 1295, effective for certain contracts entered into on and after 1/1/16

Notice Under Government Code 2252.908

Pursuant to Government Code 2252.908 the Department may not enter into certain contracts with a business entity unless the business entity submits a disclosure of interested parties to the Department at the time the business entity submits the signed contract to the Department. The Texas Ethics Commission has adopted rules and procedures under these provisions:

https://www.ethics.state.tx.us/whatsnew/elf_info_form1295.htm

Any contract found to violate Government Code 2252.908 is void.

Change Orders

Change orders will be allowed only if unforeseen conditions arise such as, but not limited to, increasing or decreasing quantities or if the department needs dictate changes. All changes shall be in the scope of original work. No verbal change orders will be permitted. All change orders must be in writing with a Purchase Order Change Notice (POCN) issued by Procurement & Contract Services.

U.S. Department of Homeland Security E-Verify System

By entering into his Contract, the Contractor certifies and ensures that it utilizes and will continue to utilize for the term of this contract, the U.S. Department of Homeland Security E-Verify system to determine the eligibility of

1. All persons employed to perform duties within Texas, during the term of the Contract; and
2. All persons, including subcontractors, assigned by the Contractor to perform work pursuant the Contract, within the United States of America.

The Contractor shall provide, upon request of TXDPS an electronic or hard copy screenshot of the confirmation or tentative non-confirmation screen containing the E-Verify case verification number for attachment the Form I-9 for the three most recent hires that match the criteria above, by the Contractor, and Contractor subcontractors, as proof that this provision is being followed.

If this certification is falsely made, the Contract may be immediately terminated, at the discretion of the state and at no fault to the state, with no prior notification. The Contractor shall also be responsible for the costs of any re-solicitation that the state must undertake to replace the terminated Contract.



Vendor Company Name:

June 8, 2016 Emergency Evacuation Training Exercise:

Harlingen – Valley International Airport-HRL

Provide three (3) aircraft for 100-125 passengers each departing to
Austin-AUS (one way to Austin, no return flight) – one (1) aircraft
Dallas Love-DAL (requires trip to Dallas Love on June 8th and optional return flight on June 9th) – one (1)
aircraft
Dallas-DFW (requires trip to DFW on June 8th and optional return flight on June 9th) – one (1) aircraft

Harlingen-Valley International Airport-HRL, should have air stairs available depending on type of aircraft specified.
No fueling will be allowed at HRL airport

Austin-AUS

- Single flight (no return flight) of 100-125 passengers.
- Vendor to provide baggage handling (equipment and personnel) and ground crew service. Each passenger will be allowed one (1) carry-on, one (1) bag. ABIA has air stairs compatible for a 737 or A380. Others may be available through the local Fixed Base Operator (FBO).
- Vendor to provide Aircraft spotting/support
- AUS recommends the following FBO operators for support and fueling:
 - 1 Signature Flight Services
greg.antonichuk@signatureflight.com
 - 2 Atlantic Aviation
brice.allen@atlanticaviation.com

Dallas Love Field- Dal

- Single flight (June 8) of 100-125 passengers with possible return flight to HRL (June 9)
- Vendor to provide baggage handling (equipment and personnel) and ground crew service. Each passenger will be allowed one (1) carry-on, one (1) bag
- Vendor to provide Aircraft spotting/support

Dallas-DFW

- Single flight (June 8) of 100-125 passengers with possible return flight to HRL (June 9)
- Vendor to provide baggage handling (equipment and personnel) and ground crew service. Each passenger will be allowed one (1) carry-on, one (1) bag
- Vendor to provide Aircraft spotting/support

The following is applicable to each flight:

Time on ground is estimated to be between 60-90 minutes.

Arrival and Departure times are to be determined. All departures from HRL will take place on June 8, 2016. Any return flights will take place on June 9, 2016 from departure location to HRL.

No Pets allowed. Only service animals will be allowed.

Services stated above will also be applicable to any return flights.

Attachment A-Blanket Aircraft Contingency Contract SOW

Scope of Work for a Blanket Aircraft Contingency Contract for the Texas Department of Public Safety/Division of Emergency Management (DPS/TDEM)

When disasters threaten the Texas coast, many resources are used to safely evacuate and provide for the whole community at risk. The relative isolation of the Lower Rio Grande Valley and the southeast Texas coastal areas dramatically increases the difficulty of evacuating by ground.

Scope:

The mission is to provide safe aircraft transportation to the citizens of Texas from embarkation points to debarkation points for evacuation of at-risk citizens of Texas during the threat of a natural disaster. This contingency contract shall provide the ability to evacuate up to an estimated 17,500 people and luggage from the affected areas. It shall be on demand when DPS/TDEM needs to utilize air service to evacuate individuals during an emergency situation and to conduct training exercises in preparation for evacuations.

Minimum Requirements:

Contractor shall provide all aircraft and ground support services for contingency operations out of provided General Aviation ramps at Aerial Point of Embarkation (APOE) and Aerial Points of Debarkation (APOD). Aircraft will need to arrive at the identified APOE within 24 hours of contract activation. Equipment and personnel must be available for 24 hour operations and shall include but not be limited to; aircraft, all logistical support, flight crew personnel, ground handling personnel and equipment (including but not limited to; air-stairs, tow bars, Auxiliary Power Unit (APU), luggage carts, and refueling apparatus) as needed. Contractor must be self-sufficient for duration of required mission taskings. Contractor must be able to fly from APOE to APOD plus contingency fuel for one hour additional flight time in case of mission change and/or change in flight plan. Evacuation operations will be conducted 24 hours a day until mission completion and training exercises will be conducted on an as-scheduled basis. Contractor must be prepared to use additional air crew if needed to maintain 24-hour operations until mission completion. All chartered flights must comply with all State and Federal regulations. All requested training exercises must use the same type aircraft as will be used during actual disaster evacuations.

Contractor shall provide an Air Operations representative(s) to the Texas State Operations Center (SOC) in Austin, Texas and the Air Operations Center (AOC), located at Camp Mabry in Austin, Texas. Contractor will be responsible for maintaining representatives in the SOC and AOC on a 24-hour, 7-day week basis until the mission is complete.

Potential (but not limited to) APOE sites:

1. Harlingen Airport – Valley International Airport (HRL)
2. McAllen – McAllen Miller International Airport (MFE)

Attachment A-Blanket Aircraft Contingency Contract SOW

3. Brownsville – Brownsville South Padre Island International Airport (BRO)
4. Beaumont – Beaumont Municipal Airport (BMT)

Potential (but not limited to) APOD sites:

1. College Station – Easter wood Airport (CLL)
2. San Antonio – San Antonio International Airport (SAT)
3. Waco – Waco Regional Airport (ACT)
4. Austin – Austin Bergstrom International Airport (AUS)
5. DFW – Dallas/Fort Worth International Airport (DFW)
6. Love Field – Dallas Love Field (DAL)
7. San Angelo – San Angelo Regional Airport (SJT)
8. Abilene – Abilene Regional Airport (ABI)
9. Wichita Falls – Wichita Falls Municipal Airport (SPS)
10. Lubbock – Lubbock International Airport (LBB)
11. Amarillo – Rick Husband Amarillo International Airport (AMA)
12. El Paso – El Paso International Airport (ELP)
13. Midland/Odessa - Midland International Airport (MAF)

Contractor shall submit reports in a Microsoft Excel format on a daily basis upon activation to DPS/TDEM with the following information:

Number of Aircraft Requested	Type of Aircraft Assigned	Total Number of Passengers	Total Number of Rental Days	Hourly Fees Charged to the Agency	Ancillary Fees Charged to Agency	Total Amount of Fees Charged to Agency
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