



**BOARD OF SUPERVISORS AGENDA ITEM REPORT
CONTRACTS / AWARDS / GRANTS**

Award Contract Grant

Requested Board Meeting Date: 2/7/2023

* = Mandatory, information must be provided

or Procurement Director Award

***Contractor/Vendor Name/Grantor (DBA):**

Trajen Flight Support LP

***Project Title/Description:**

Aviation Grade Fuel

***Purpose:**

Amendment of Award: Master Agreement No. MA-PO-19-219, Amendment No. 04. This Amendment is for a one-time increase in the amount of \$192,000.00 for a cumulative not-to-exceed contract amount of \$967,000.00.

Administering Department: Sheriff

***Procurement Method:**

Pursuant to Pima County Procurement Code 11.12.050, Sole source procurement, on 6/9/2019, the Procurement Director approved an award of contract for an initial term of one (1) year and an annual award amount of \$250,000.00 with four (4) one-year renewal options.

On 7/9/2019, the Procurement Officer processed Master Agreement revision Version 3, which discontinued Vendor 1 (Trajen Flight Support dba Atlantic Aviation) and added Vendor 2 (Trajen Flight Support LP) with a new Tax ID Number. No funds were added.

Effective 7/1/2020, the Procurement Officer processed Amendment No. 01, which extended the termination date to 6/30/2021 and added a partial annual award amount of \$127,000.00 for a cumulative not-to-exceed contract amount of \$377,000.00. Three (3) renewal options remained.

Effective 7/1/2021, the Procurement Officer processed Amendment No. 02, which extended the termination date to 6/30/2022 and added a partial annual award amount of \$148,000.00 for a cumulative not-to-exceed contract amount of \$525,000.00. Two (2) renewal options remained.

Effective 7/1/2022, the Procurement Officer processed Amendment No. 03, which extended the termination date to 6/30/2023 and added the annual award amount of \$250,000.00 for a cumulative not-to-exceed contract amount of \$775,000.00. One (1) renewal options remained.

This increase is required to ensure sufficient funding for aviation fuel through the contract termination date.

PRCID: 340383

Attachment: Master Agreement.

***Program Goals/Predicted Outcomes:**

To provide Jet A grade aviation fuel for Sheriff's Department aircraft 24 hours a day, 365 days a year.

***Public Benefit:**

Mission-ready aircraft to perform public safety and search and rescue operations throughout Pima County.

***Metrics Available to Measure Performance:**

Department will monitor on-time delivery and billing to ensure contract compliance.

***Retroactive:**

No.

TO: COB 1/17/2023
2 PAGES
VERSION 13

Contract / Award Information

Document Type: _____ Department Code: _____ Contract Number (i.e., 15-123): _____

Commencement Date: _____ Termination Date: _____ Prior Contract Number (Synergen/CMS): _____

Expense Amount: \$* _____ Revenue Amount: \$ _____

***Funding Source(s) required:**

Funding from General Fund? Yes No If Yes \$ _____ % _____

Contract is fully or partially funded with Federal Funds? Yes No

If Yes, is the Contract to a vendor or subrecipient?

Were insurance or indemnity clauses modified? Yes No

If Yes, attach Risk's approval.

Vendor is using a Social Security Number? Yes No

If Yes, attach the required form per Administrative Procedure 22-10.

Amendment / Revised Award Information

Document Type: MA Department Code: PO Contract Number (i.e., 15-123): 19-219

Amendment No.: 4 AMS Version No.: 13

Commencement Date: 2/7/23 New Termination Date: _____

Prior Contract No. (Synergen/CMS): _____

Expense or Revenue Increase Decrease Amount This Amendment: \$ 192,000.00

Is there revenue included? Yes No If Yes \$ _____

***Funding Source(s) required:** General Fund

Funding from General Fund? Yes No If Yes \$ _____ % 100

Grant/Amendment Information (for grants acceptance and awards) Award Amendment

Document Type: _____ Department Code: _____ Grant Number (i.e., 15-123): _____

Commencement Date: _____ Termination Date: _____ Amendment Number: _____

Match Amount: \$ _____ Revenue Amount: \$ _____

***All Funding Source(s) required:**

*Match funding from General Fund? Yes No If Yes \$ _____ % _____

*Match funding from other sources? Yes No If Yes \$ _____ % _____

***Funding Source:** _____

***If Federal funds are received, is funding coming directly from the Federal government or passed through other organization(s)?**

Contact: Procurement Officer, Michael Warren Digitally signed by Michael Warren Date: 2023.01.12 12:41:39 -07'00' Acting Manager, Troy McMaster Digitally signed by Troy McMaster Date: 2023.01.12 12:47:58 -07'00'

Department: Procurement Director, Ana Wilber Digitally signed by Ana Wilber Date: 2023.01.12 12:55:21 -07'00' Telephone: 724-3730

Department Director Signature/Date: Chris Nanos Digitally signed by Chris Nanos Date: 2023.01.12 14:33:12 -07'00'

Deputy County Administrator Signature/Date:  1/12/2023

County Administrator Signature/Date:  1/13/2023

(Required for Board Agenda/Addendum Items)



MASTER AGREEMENT

PIMA COUNTY, ARIZONA

THIS IS NOT AN ORDER - TRANSMISSION CONSTITUTES
CONTRACT EXECUTION

Master Agreement No: 1900000000000000219

MA Version: 13

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Description: Aviation Grade Fuel

I S S U E R	Pima County Procurement Department
	150 W. Congress St. 5th Fl
	Tucson AZ 85701
	Issued By: MICHAEL WARREN
	Phone: 5207243730
	Email: michael.warren@pima.gov

T E R M S	Initiation Date: 02-07-2023	
	Expiration Date: 06-30-2023	
	NTE Amount: \$967,000.00	
	Used Amount: \$767,053.55	

V E N D O R	Trajen Flight Support LP	Contact: Jeff Morse
	1921 E Flightline Drive	Phone: 520-889-0593
	Tucson AZ 85756	Email: jeff.morse@atlanticaviation.com
		Terms: 0.00 %
		Days: 30

Shipping Method:	Vendor Method
Delivery Type:	Standard Ground
FOB:	FOB Dest, Freight Prepaid
Modification Reason	
Amendment No. 04 is for a one-time increase in the amount of \$192,000.00 for a cumulative not-to-exceed contract amount of \$967,000.00.	

This Master Agreement incorporates the attached documents, and by reference all instructions, Standard Terms and Conditions, Special Terms and Conditions, and requirements that are included in or referenced by the solicitation documents used to establish this agreement. All transactions and conduct are required to conform to these documents.



MASTER AGREEMENT DETAILS

Master Agreement No: 19000000000000000219

MA Version: 13

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Line	Description					
1	Jet A Grade Aviation Fuel Discount 0.0000 %	UOM GAL	Unit Price \$3.61	Stock Code	VPN	MPN
2	Free Form Line Discount 0.0000 %	UOM	Unit Price \$0.00	Stock Code	VPN	MPN
3	Aircraft Fuel 100LL Discount 0.0000 %	UOM GAL	Unit Price \$4.74	Stock Code	VPN	MPN