



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

Award    Contract    Grant

**Requested Board Meeting Date:** March 19, 2024

**or Procurement Director Award:**

*\* = Mandatory, information must be provided*

**\*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. 07. This Amendment is for a one-time increase in the amount of \$200,000.00 for a cumulative not-to-exceed contract amount of \$1,417,000.00.

Administering Department: Sheriff

**\*Procurement Method:**

Pursuant to Pima County Procurement Code 11.12.050, Sole source procurement, on 06/09/2019, 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.

Effective 07/01/2020, the Procurement Officer processed Amendment No. 01, which extended the termination date to 06/30/2021 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 07/01/2021, the Procurement Officer processed Amendment No. 02, which extended the termination date to 06/30/2022 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 07/01/2022, the Procurement Officer processed Amendment No. 03, which extended the termination date to 06/30/2023 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 option remained.

On 02/07/2023, the Board of Supervisors approved Amendment No. 04 for a one-time increase in the amount of \$192,000.00 for a cumulative not-to-exceed contract amount of \$967,000.00.

Effective 06/30/2023, the Procurement Officer processed Amendment No. 05 which extended the termination date to 06/30/2024, added a partial annual award amount of \$150,000.00 for a cumulative not-to-exceed contract amount of \$1,117,000.00, and appended the Forced Labor of Ethnic Uyghurs language pursuant to A.R.S. §35-394.

Effective 10/30/2023, the Procurement Officer processed Amendment No. 06 which added the remaining annual award amount of \$100,000.00 for a cumulative not-to-exceed contract amount of \$1,217,000.00.

This increase is necessary to meet increased demand, support the recent acquisition of a new fuel trailer, and maintain these critical operations through the end of the contract period.

PRCUID: 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 2/14/2024  
VERSION 17  
2 PAGES

THE APPLICABLE SECTION(S) BELOW MUST BE COMPLETED

Click or tap the boxes to enter text. If not applicable, indicate "N/A". Make sure to complete mandatory (\*) fields

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.: 07 AMS Version No.: 17
Commencement Date: 03/19/2024 New Termination Date: \_\_\_\_\_
Prior Contract No. (Synergen/CMS): \_\_\_\_\_
Expense Revenue Increase Decrease
Amount This Amendment: \$ 200,000.00

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: Mark Koskiniemi Digitally signed by Mark Koskiniemi Date: 2024.02.13 13:29:02 -0700 Division Manager: Ana Wilber Digitally signed by Ana Wilber Date: 2024.02.13 13:53:47 -0700

Department: Procurement Director: Terri Spencer Digitally signed by Terri Spencer Date: 2024.02.13 15:41:16 -0700 Telephone: 520-724-3760

Department Director Signature: Chris Nanos Digitally signed by Chris Nanos Date: 2024.02.14 10:22:09 -0700 Date: \_\_\_\_\_
Deputy County Administrator Signature: \_\_\_\_\_ Date: 2-14-2024
County Administrator Signature: \_\_\_\_\_ Date: 2-14-24



**PIMA COUNTY**

# MASTER AGREEMENT

## PIMA COUNTY, ARIZONA

**THIS IS NOT AN ORDER - TRANSMISSION CONSTITUTES  
CONTRACT EXECUTION**

Master Agreement No: 1900000000000000219

MA Version: 17

Page: 1 of 2

Description: Aviation Grade Fuel

I S S U E R	Pima County Procurement Department
	150 W. Congress St. 5th Fl
	Tucson AZ 85701
	<b>Issued By:</b> MARK KOSKINIEMI
	<b>Phone:</b> 5207243760
	<b>Email:</b> mark.koskiniemi@pima.gov

T E R M S	<b>Initiation Date:</b> 03-19-2024
	<b>Expiration Date:</b> 06-30-2024
	<b>NTE Amount:</b> \$1,417,000.00
	<b>Used Amount:</b> \$1,158,954.49

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

<b>Shipping Method:</b>	Vendor Method
<b>Delivery Type:</b>	
<b>FOB:</b>	FOB Dest, Freight Prepaid
<b>Modification Reason</b>	
Amendment No. 07 is for a one-time increase in the amount of \$200,000.00 for a cumulative not-to-exceed contract amount of \$1,417,000.00.	

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.



**PIMA COUNTY**

**MASTER AGREEMENT DETAILS**

Master Agreement No: 19000000000000000219

MA Version: 17

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