



Joe Lauro, CPPO/CPPB
Director

INTEROFFICE MEMO

To: Fred E. Marquis, Interim County Administrator

From: Joseph Lauro, Director of Purchasing *Joe Lauro*

Subject: Award of Bid - Helicopter Maintenance Service - Bell Helicopters
Contract No. 078-0107-B (MW)

Date: January 30, 2008

RECOMMENDATION: I RECOMMEND THE INTERIM COUNTY ADMINISTRATOR AWARD THE BID FOR HELICOPTER MAINTENANCE SERVICE WITH LANCE AVIATION INC. OF LAKE LAND, FLORIDA ON THE BASIS OF BEING THE LOWEST RESPONSIVE, RESPONSIBLE BID RECEIVED MEETING SPECIFICATIONS. BIDS ARE ON FILE IN THE PURCHASING DEPARTMENT.

ESTIMATED ANNUAL EXPENDITURE NOT TO EXCEED: \$137,500.00

ESTIMATED TWENTY-FOUR (24) MONTH EXPENDITURE NOT TO EXCEED: \$275,000.00

Funding is provided through Public Works / Highway Departments operating funds.

DISCUSSION: This is a twenty-four (24) month contract for Helicopter Maintenance Service for two County owned Bell helicopters. The Mosquito Control Department pilot is qualified to perform the lower level maintenance services. A repair facility that employs a higher level certified mechanic is required to perform the services of this contract.

Contract Period: 02/01/08 THROUGH 01/31/10 N/A – One Time Purchase

Renewal Options: Terms Length of None
Remaining Each Term
2 12 Months

Increase Allowances: Contract allows for price adjustments every twelve (12) months in an amount not to exceed the average of the Consumer Price Index (CPI) Series Id: CUUR000SA0, Not Seasonally Adjusted, for the twelve (12) months prior to renewal, or four percent (4%), whichever is less.

APPROVED: *Fred E. Marquis*

 FRED E. MARQUIS
 Interim County Administrator

Date of Approval: 2/4/08

- Attachments:
- 1) Contract Review
 - 2) Tabulation

com



CONTRACT REVIEW TRANSMITTAL SLIP

PROJECT: Helicopter Maintenance Service - Bell Helicopters

BID NUMBER: 078-0107-B (MW)

TYPE: Purchase Contract Construction-Less than \$100,000 One Time Other:

In accordance with the policy guide for Contract Administration, the attached documents are submitted for review and comment.

Upon completion of review, complete Contract Review Transmittal Slip and forward to the next Review Authority on the list. Please indicate suggested changes by revising, in RED, the appropriate section of the document reflecting the exact wording of the change.

RISK MANAGEMENT: Please enter required liability coverage on pages: 11 & 12 PRODUCT ONLY

This is an annual requirement contract for goods only. Estimated Annual Expenditure ~~\$75,000.00~~ *137,500.00* *cm*

REVIEW SEQUENCE	REVIEW AUTHORITY	REVIEW DATE	REVIEW SIGNATURE	COMMENTS (Attach Separate page if necessary)	COMMENTS INCORPORATED
1.	Purchasing Dept. Joe Lauro Candy Mancuso Mike Wilson <i>MW 11-8-07</i>	<i>11/9</i>	<i>[Signature]</i>	<i>see doc see within</i>	<i>[Signature]</i>
2.	Attn: Public Works Dept. Jan Herbst <i>Bob Warren</i>	<i>11/28</i> <i>11/20</i> <i>11/13</i>	<i>[Signature]</i> <i>[Signature]</i>	<i>TO LISA Tatro - review comments comments in blue.</i>	<i>[Signature]</i>
<u>3</u>	Risk Management Attn: Loretta Hunter (Check applicable box at right)	<i>12/3/07</i>	<i>[Signature]</i>	<i>See pg 9 - add hangar keeper's rate by law.</i>	<i>[Signature]</i>

Using Dept please check attached vendor list. Circle vendors you want bids mailed to. Add additional vendors with complete information you would like solicited that are not on this list. We need Name, Address, Phone, Fax.

RETURN TO PURCHASING

All inquiries should be made to: Mike Wilson at Extension 43154
In order to meet the following schedule, please return your requirements to Purchasing by: November 28, 2007

TENTATIVE DATES

Contract Review Returned By 11/28/07
Advertise 12/07/07
Open Bids 1/3/08
Tentative Award 1/15/08

RECEIVED BY
NOV 29 2007
RISK MANAGEMENT

RECEIVED
NOV 27 2007
PUBLIC WORKS
Director of Financial Services / Contracts

RECEIVED
NOV 13 2007
PUBLIC WORKS
Director of Financial Services / Contracts

PINELLAS COUNTY GOVERNMENT, FLORIDA

TABULATION

BID #: 078-0107-B (MW)

Bid Title : Helicopter Maintenance Service - Bell Helicopters

Date & Time Due: January 15, 2008 @ 3:00PM

Twenty-Four Month Initial Term with Two Twelve Month Renewal Options

			Lance Aviation Inc.	
Description	Estimated 24-Month Quantity	Unit of Measure x	Unit Price	Total Price
50-Hour Interval Inspection	6	each	\$2,500.00	\$15,000.00
100-Hour Interval Inspection	6	each	\$10,000.00	\$60,000.00
300-Hour Interval Inspection	2	each	\$15,000.00	\$30,000.00
600-Hour Interval Inspection	1	each	\$30,000.00	\$30,000.00
1200-Hour Interval Inspection/Overhaul	1	each	\$75,000.00	\$75,000.00
Transport Services - Ground Fixed Flat Rate One Way	2	each	\$5,000.00	\$10,000.00
Total				\$220,000.00
Items below not to be used to determine award:				
Parts & Mechanical Services	(Unspecified - not to be used to determine award)			\$55,000.00
Grand Total				\$275,000.00
Parts discount:				0%
Hourly labor rate for services beyond routine inspections:				\$100.00