

## CONCESSIONS/PROCUREMENT COMMITTEE (CPC) AGENDA

**DATE:** August 10, 2020

**DAY:** Monday

**TIME:** 1:30pm

**LOCATION:** <https://global.gotomeeting.com/join/766012101>

**Toll Free: 1-877-309-2073 / Access Code: 766-012-101**

### I. CALL TO ORDER

### II. ROLL CALL

### III. ANNOUNCEMENTS - Appeal Process and Lobbying Activities

*NOTE: If a bidder or proposer is aggrieved by any of the proceedings of today's meeting and wishes to appeal the results of actions made by this Committee, they must file an appeal stating the item they wish to appeal and the basis for which they wish to appeal. Any decision made at these meetings will need record of the proceedings and for that purpose may need to ensure that a verbatim record of the proceeding is made which includes the testimony and evidence upon which the appeal is to be based. Any appeal must be received in writing by the Chief Executive Officer, Mr. Phillip N. Brown, via email [pbrown@goaa.org](mailto:pbrown@goaa.org) with copy to [dsnyder@goaa.org](mailto:dsnyder@goaa.org) by Monday, August 17, 2020 at 4:00 p.m. (emails will be accepted during the pandemic COVID-19).*

*For individuals who conduct lobbying activities with Aviation Authority employees or Board members, registration with the Aviation Authority is required each year prior to conducting any lobbying activities. Lobbying any Aviation Authority Staff who are members of any committee responsible for ranking Proposals, Letters of Interest, Statements of Qualifications or Bids and thereafter forwarding those recommendations to the Board and/or Board Members is prohibited from the time that a Request for Proposals, Request for Letters of Interests, Request for Qualifications or Request for Bids is released to the time that the Board makes an award. In the event a lobbyist meets with or otherwise communicates with Staff or a Board member, including the Mayor of the City of Orlando or the Mayor of Orange County, the lobbyist shall file a Notice of Lobbying (Form 4) detailing each instance of lobbying to the Aviation Authority within 7 calendar days of such lobbying. As of January 16, 2013, lobbyists will also provide a notice to the Aviation Authority when meeting with the Mayor of the City or Mayor of Orange County at their offices. The policy, forms, and instructions are available on the Aviation Authority's web site ([www.orlandoairports.net](http://www.orlandoairports.net)). Please contact the Director of Board Services with questions at (407) 825-2032.*

**Due to the COVID-19, the Greater Orlando Aviation Authority is adhering to a business distancing operational plan. Please note that all Concessions/Procurement Committee meetings will be held virtually until further notice. If you would like to speak at the meeting on an agenda item being considered, please contact the Recording Secretary, Larissa Bou at 407-825-2098 or via email [larissa.bou@goaa.org](mailto:larissa.bou@goaa.org) 24 hours in advance of the meeting. Otherwise, the Concessions/Procurement Committee will be available via Live Stream at [www.orlandoairports.net](http://www.orlandoairports.net).**

### IV. NEW BUSINESS

- A. Recommendation to Approve Amendment No. 4, Second Renewal Option for Purchasing Contract 06-17, Trash Removal Services with Republic Services of Florida, LP (Republic)
- B. Recommendation for Payment of Landfill Fees Related to Purchasing Contract 06-17, Trash Removal Services
- C. Recommendation to Approve Amendment No. 2, Second Renewal Option for Purchasing Contract 12-17, Vehicle Towing and Storage Services with Stepp's Towing Service (Stepp's Towing)

NEXT SCHEDULED CONCESSIONS/PROCUREMENT COMMITTEE MEETING IS ON MONDAY, AUGUST 24, 2020



**GREATER ORLANDO AVIATION AUTHORITY**

Orlando International Airport  
One Jeff Fuqua Boulevard  
Orlando, Florida 32827-4399

**MEMORANDUM**

TO: Members of the Concessions/Procurement Committee  
FROM: Bruce L. Gant, Purchasing Manager - Contracts  
DATE: August 10, 2020

**ITEM DESCRIPTION**

Recommendation to Approve Amendment No. 4, Second Renewal Option for Purchasing Contract 06-17, Trash Removal Services with Republic Services of Florida, LP (Republic)

**BACKGROUND**

The initial term of the contract is for thirty-six (36) months which commenced on October 1, 2016 and expired September 30, 2019, with the Aviation Authority having options to renew the contract for two (2) additional periods of one (1) year each. The first renewal option is due to expire on September 30, 2020.

This contract requires Republic to furnish all labor, supervision, trucks, equipment, materials, and tools necessary to furnish and install trash compactors and/or trash containers. Services shall also include the pick-up and/or removal of wet and dry compacted and non-compacted trash/refuse and all other items necessary or proper for, or incidental to, performing trash removal services from various locations throughout the Orlando International Airport in accordance with the contract documents.

**ISSUES**

Second Renewal Option - October 1, 2020 to September 30, 2021.

Department - Concurrs with the second renewal option.

Contractor - Based on information known at this time, Republic has performed satisfactorily during the initial term and first renewal option.

This contract does not include a Minority and Women Business Enterprise (MWBE) or a Local Developing Business (LDB) participation requirement.

The contractor has agreed to renew the contract at the same price, terms and conditions.

**FISCAL IMPACT**

The fiscal impact for the Second Renewal Option is a not-to-exceed amount of \$437,370. Funding will be from the Operations and Maintenance Fund 301.416.170.5340007.000.000000. Funds expected to be spent under the contract in the current fiscal year are within budget. Funding required in current and subsequent fiscal years will be allocated from the Operations and Maintenance Fund, as approved through the budget process and when funds become available.

**RECOMMENDED ACTION**

It is respectfully requested that the Concessions/Procurement Committee approve that the following be recommended to the Aviation Authority Board: (1) approve Amendment No. 4, Second Renewal Option to Purchasing Contract 06-17, Trash Removal Services, with Republic Services of Florida, LP; (2) authorize funding in a not-to-exceed amount of \$437,370 from the Operations and Maintenance Fund; and (3) authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary documents following satisfactory review by legal counsel.

Attachments

- A - Contract History
- B - Small Business Memo
- C - Finance Form

**ATTACHMENT "A"**  
**Summary of Contract Revisions**  
**06-17 TRASH REMOVAL SERVICES**

<b>Contract</b>	<b>Approvals</b>	<b>Description</b>	<b>Term</b>	<b>Dollars</b>
Initial Term	<ul style="list-style-type: none"> <li>• CPC 07/11/2016</li> <li>• Board 08/10/2016, Item "P"</li> </ul>	36 Months Contract Award	10/1/2016 thru 9/30/2019	\$1,082,776.68
Amendment No. 1	<ul style="list-style-type: none"> <li>• CPC 9/05/17</li> <li>• Board, 9/20/2017, Item "H"</li> </ul>	Increase in Value 1	12/30/2017 thru 9/30/2019	\$241,900.00
Amendment No. 2	<ul style="list-style-type: none"> <li>• PM Memo 12/11/18</li> </ul>	Increase in Value 2	12/19/2018 thru 9/30/2019	\$81,427.58
Increase in Value	<ul style="list-style-type: none"> <li>• PM Memo 6/27/19</li> </ul>	Increase in Value 3	6/27/19 thru 9/30/19	\$15,000.00
Amendment No. 3	<ul style="list-style-type: none"> <li>• CPC 7/1/19</li> <li>• Board 7/17/19, Item "E"</li> </ul>	1 <sup>st</sup> Renewal Option	10/1/2019 thru 9/30/2020	\$531,690.00
Amendment No. 4	<ul style="list-style-type: none"> <li>• Pending CPC 8/10/20</li> </ul>	2nd Renewal Option	10/1/2020 thru 9/30/2021	\$437,370.00
<b>Total Contract Value with all Changes (approved and proposed)</b>				<b>\$2,390,164.26</b>




**GREATER ORLANDO AVIATION AUTHORITY**

Orlando International Airport  
5850-B Cargo Road  
Orlando, Florida 32827-4399

**MEMORANDUM**

To: Denise K. Schneider, CPPO, C.P.M., C.M., Assistant Director, Purchasing and Material Control

From: Somdat Jiawan, Manager, Small Business Programs  
Orlando Santiago, Small Business Contract Administrator 

Date: July 31, 2020

Subject: Recommendation to Approve Amendment No. 4, Second Renewal Option for Purchasing Contract 06-17, Trash Removal Services with Republic Services of Florida, LP

The initial term of the contract is for thirty-six (36) months, effective October 1, 20016, expiring September 30, 2019, with the Authority having options to renew the contract for two (2) additional period of one (1) year each. The first renewal option is due to expire on September 30, 2020.

Issues:  
Second renewal option – October 1, 2020 to September 30, 2021.

Fiscal Impact:  
The fiscal impact for the Second Renewal Option is a not-to-exceed amount of \$437,370.00.

At the time the contract was awarded, MWBE or LDB/VBE goals were not established.

Should you have questions, you may contact Somdat Jiawan at 407.825.3481 or Orlando Santiago at 407-825-7134.

**ATTACHMENT "C"**

Greater Orlando Aviation Authority  
Finance Attachment

Date:	<u>7/30/2020</u>	Requestor's Extension:	<u>2606</u>
Requestor's Name:	<u>Abdu El-Baroudi</u>	Preparer's Extension:	<u>6427</u>
Form Preparer's Name:	<u>Vlad Opreanu</u>	Purchasing Solicitation #:	<u>Contract 06-17</u>
Requestor's Department:	<u>Waste Management</u>	CCM / CPC / PSC:	<u>CPC</u>
Description:	<u>Trash Removal Services</u>	Committee Date:	<u>08/19/20</u>
Vendor:	<u>Republic Services of Florida, LP</u>	Committee Agenda Item#:	<u></u>

**NON-PROJECT FUNDS: O&M, CAP EX, I&D, R&R, OEA REVENUE FUNDS**

Account Code Format: xxx xxx xxx xxxxxxx xxx xxxxxx	FY 20 Amount	FY 21 Amount	FY 22 Amount	FY 23 Amount	FY 24 Amount	Total Contract
301.416.170.5340007.000.000000		437,370.00				437,370.00
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
<b>Total Requisition</b>	-	437,370.00	-	-	-	437,370.00
<b>Requisition Number</b>		<b>BPA 86513</b>				

OMB Notes:		Converted into PO #:	<u>BPA 86513</u>
Funding Approver	<u>Andrea Harper</u>	Date:	<u></u>
Total Requisition	\$ -	Buyer:	<u></u>
PO Amount	\$ 437,370.00		
Grand Total - Agree to Committee Item	\$ 437,370.00		



**GREATER ORLANDO AVIATION AUTHORITY**

Orlando International Airport  
One Jeff Fuqua Boulevard  
Orlando, Florida 32827-4399

**MEMORANDUM**

TO: Members of the Concessions/Procurement Committee  
FROM: Bruce L. Gant, Purchasing Manager - Contracts  
DATE: August 10, 2020

**ITEM DESCRIPTION**

Recommendation for Payment of Landfill Fees Related to Purchasing Contract 06-17, Trash Removal Services

**BACKGROUND**

Purchase Orders (POs) will be issued to pay for landfill fees when trash removed from the Aviation Authority's premises by Republic is transported and disposed of as required by the Aviation Authority, in accordance with Purchasing Contract 06-17. Purchasing Contract allows Republic to transport and dispose of all solid waste, as requested by the Aviation Authority, at the Orange County Landfill or any other Environmental Protection Agency (EPA) approved landfill facility within a 20 mile radius from the Airport. Furthermore, Purchasing Contract 06-17 allows for the landfill facilities to be selected by Republic, provided that the fees charged at the selected landfill facility do not exceed the fees charged by Orange County Landfill. The fees will be billed directly to the Aviation Authority.

**ISSUES**

Allow multiple (POs) to be issued to various landfill facilities associated with Purchasing Contract 06-17, Trash Removal Services - October 1, 2020 to September 30, 2021.

Department - Concurrs with issuing purchase orders.

Purchasing Contract 06-17 does not include a Minority or Women Business Enterprise (MWBE) and a Local Developing Business (LDB) participation requirement.

**FISCAL IMPACT**

The fiscal impact for the payment of landfill fees related to Purchasing Contract 06-17 is a not-to-exceed amount of \$364,800. Funding will be from the Operations and Maintenance Fund 301.416.170.5430001.000.000000. Funds expected to be spent under the contract in the current fiscal year are within budget. Funding required in current and subsequent fiscal years will be allocated from the Operations and Maintenance Fund, as approved through the budget process and when funds become available.

**RECOMMENDED ACTION**

It is respectfully requested that the Concessions/Procurement Committee approve that the following be recommended to the Aviation Authority Board: (1) allow multiple purchase orders to be issued to various landfill facilities related to Purchasing Contract 06-17, Trash Removal Services; (2) authorize funding in a not-to-exceed amount of \$364,800 from the Operations and Maintenance Fund for payment of landfill fees related to Purchasing Contract 06-17; and (3) authorize the Purchasing staff to issue the necessary Purchase Orders.

Attachments

A - Finance Form  
B - Small Business Memo

ATTACHMENT "A"

Greater Orlando Aviation Authority  
Finance Attachment

Date:	<u>7/30/2020</u>	Requestor's Extension:	<u>2606</u>
Requestor's Name:	<u>Abdu El-Baroudi</u>	Preparer's Extension:	<u>6427</u>
Form Preparer's Name:	<u>Vlad Opreanu</u>	Purchasing Solicitation #:	<u>Related to Contract 06-17</u>
Requestor's Department:	<u>Waste Management</u>	CCM / CPC / PSC:	<u>CPC</u>
Description:	<u>Landfill Fees</u>	Committee Date:	<u>8/10/2020</u>
Vendor:	<u>Landfill / Recycling Facilities</u>	Committee Agenda Item#:	<u></u>

**NON-PROJECT FUNDS: O&M, CAP EX, I&D, R&R, OEA REVENUE FUNDS**

Account Code Format: xxx.xxx.xxx.xxxxxxx.xxx.xxxxxx	FY 20 Amount	FY 21 Amount	FY 22 Amount	FY 23 Amount	FY 24 Amount	Total Contract
301.416.170.5430001.000.000000		364,800.00				364,800.00
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
<b>Total Requisition</b>	-	364,800.00	-	-	-	364,800.00
<b>Requisition Number</b>		BPA 86436 & 86437				

OMB Notes:  
Funding Approver Andrea Harper

Converted into PO #: BPA 86436 & 86437  
Date: \_\_\_\_\_  
Buyer: \_\_\_\_\_

Total Requisition	\$	-
PO Amount	\$	364,800.00
<b>Grand Total - Agree to Committee Item</b>	\$	<b>364,800.00</b>






**GREATER ORLANDO AVIATION AUTHORITY**

Orlando International Airport  
5850-B Cargo Road  
Orlando, Florida 32827-4399

**MEMORANDUM**

To: Denise K. Schneider, CPPO, C.P.M., C.M., Assistant Director, Purchasing and Material Control

From: Somdat Jiawan, Manager, Small Business Programs  
Orlando Santiago, Small Business Contract Administrator 

Date: July 31, 2020

Subject: Recommendation for Payments of Landfill Fees related to Purchasing Contract 06-17, Trash Removal Services with Republic Services of Florida, LP.

Purchase Orders will be issued to pay for landfill fees when trash is removed from the Aviation Authority's premises by Republic Services of Florida, LP.

**Issues:**

Allow multiple purchase orders to be issued to various landfill facilities associated with the second renewal option for contract 06-17, Trash Removal Services - October 1, 2020 to September 30, 2021.

**Fiscal Impact:**

The fiscal impact for the Second Renewal Option is a not-to-exceed amount of \$364,800.

At the time the contract was awarded, MWBE or LDB/VBE goals were not established.

Should you have questions, you may contact Somdat Jiawan at 407.825.3481 or Orlando Santiago at 407-825-7134.



**GREATER ORLANDO AVIATION AUTHORITY**

Orlando International Airport  
One Jeff Fuqua Boulevard  
Orlando, Florida 32827-4399

**MEMORANDUM**

TO: Members of the Concessions/Procurement Committee

FROM: Denise K. Schneider, CPPO, C.P.M., CPPB, C.M., Assistant Director,  
Purchasing and Material Control

DATE: August 10, 2020

**ITEM DESCRIPTION**

Recommendation to Approve Amendment No. 2, Second Renewal Option for Purchasing Contract 12-17, Vehicle Towing and Storage Services with Stepp's Towing Service (Stepp's Towing)

**BACKGROUND**

The initial term of the contract was for thirty-six (36) months, which commenced on February 1, 2017 and expired January 31, 2020, with the Aviation Authority having options to renew the contract for two (2) additional periods of one (1) year each. The first renewal option is due to expire on January 31, 2021.

The contract requires Stepp's Towing to furnish all labor, supervision, materials, signage, equipment, facilities, tools and all other accessories, activities and procedures necessary, or proper for, or incidental to, performing vehicle towing (up to and including 10,000 pounds), removal and storage services required at the Orlando International Airport (OIA) and at the Orlando Executive Airport (OEA) in accordance with the contract documents.

**ISSUES**

Second Renewal Option: February 1, 2021 - January 31, 2022.

Department - Concur with the renewal.

Contractor - Based on the information known at this time, the contractor has performed satisfactorily during the initial term and the first renewal option of the contract.

This is a service Contract for vehicle towing and storage services. Pricing for this service is based on unit prices for OIA Towing Services (Non-Standby): (A) Relocation/Towing to Aviation Authority Impound Lot; (B) Towing to Contractor's Storage Facilities; (C) Relocation/Towing to/within Aviation Authority Property; (D) Hourly Rate (for Tow Truck stationed on Aviation Authority property); (E) Relocation/Towing to Aviation Authority Impound Lot; and (F) Drop Fee (rates for Towing in connection with Standby Service). Pricing for OEA include: (G) Relocation/Towing to Contractor's Storage and (H) Relocation/Towing to/within Aviation Authority Property. Under Additional Services, the items required to be provided were: (I) deliver and retrieve junked vehicles to OIA Aircraft Rescue and Fire Fighting (ARFF) for training purposes and (J) return of previously relocated vehicles from contractor's facility to OIA.

The total not-to-exceed price for the Second Renewal Option is \$329,450 with no increase in pricing from the First Renewal Option. These services will become effective February 1, 2021 through January 31, 2022.

This contract did not include a Minority and Women Business Enterprise (MWBE) or Local Developing Business (LDB) participation requirement.

**FISCAL IMPACT**

The fiscal impact is a total not-to-exceed amount of \$329,450 with funding from the Operations and Maintenance Fund 301.238.210.5340007.000.000000. Funds expected to be spent under the contract in the current fiscal year are within budget. Funding required in current and subsequent fiscal years will be allocated from the Operations and Maintenance Fund as approved through the budget process and when funds become available.

**RECOMMENDED ACTION**

It is respectfully requested that the Concessions/Procurement Committee approve that the following be recommended to the Aviation Authority Board: (1) approve Amendment No. 2, Second Renewal Option for contract 12-17, Vehicle Towing and Storage Services with Stepp's Towing Service; (2) authorize funding in the not-to-exceed amount of \$329,450 from the Operations and Maintenance Fund; and (3) authorize an Aviation Authority Officer or Chief Executive Officer to execute the necessary documents following satisfactory review by legal counsel.

Attachments

- A - Contract History
- B - Small Business
- C - Contract Renewal Pricing
- D - Finance Form

**ATTACHMENT "A"**  
**Summary of Contract Revisions**

12-17 Vehicle Towing and Storage with Stepp's Towing Service

<b>Contract</b>	<b>Approvals</b>	<b>Description</b>	<b>Term</b>	<b>Dollars</b>
Initial Term	<ul style="list-style-type: none"> <li>• CPC 01/09/2017</li> <li>• Authority Board 01/18/2017 Item "C"</li> </ul>	36 Months (Contract Award)	02/01/2017 Thru 01/31/2018	\$302,450.00
			02/01/2018 Thru 01/31/2019	\$315,950.00
			02/01/2019 Thru 01/31/2020	\$329,450.00
Amendment No. 1	<ul style="list-style-type: none"> <li>• CPC 08/05/2019</li> <li>• Authority Board 08/28/2019 Item "UU"</li> </ul>	First Renewal Option: 12 Months	02/01/2020 Thru 01/31/2021	\$329,450.00
Amendment No. 2	<ul style="list-style-type: none"> <li>• Pending CPC 08/10/2020</li> </ul>	Second Renewal Option: 12 Months	02/01/2021 Thru 01/31/2022	\$329,450.00
<b>Total Contract Value with all Changes (approved and proposed)</b>				<b>\$1,606,750.00</b>



**GREATER ORLANDO AVIATION AUTHORITY**

Orlando International Airport  
5850-B Cargo Road  
Orlando, Florida 32827-4399

**MEMORANDUM**

To: Denise K. Schneider, CPPO, C.P.M., C.M., Assistant Director,  
Purchasing and Material Control

From: Somdat Jiawan, Manager, Small Business Programs  
Orlando Santiago, Small Business Contract Administrator

Date: July 10, 2020

Subject: Recommendation to Approve Amendment No. 2, Second Renewal  
Option for Purchasing Contract 12-17, Vehicle Towing and  
Storage Services with Stepp's Towing Service ("Stepp's Towing")

The initial term of the Contract was for thirty-six (36) months effective February 1, 2017, expiring January 31, 2020, with the Authority having options to renew the Contract for two (2) additional periods of one (1) year each. The first renewal option is due to expire on January 31, 2021.

Issues:

Second Renewal Option: February 1, 2021 – January 31, 2022.

Fiscal Impact:

The fiscal impact is a total not-to-exceed amount of \$329,450.00.

At the time the contract was awarded, MWBE or LDB/VBE goals were not established.

Should you have questions, you may contact Somdat Jiawan at 407.825.3481 or Orlando Santiago at 407-825-7134.

ATTACHMENT "C"

**12-17 Vehicle Towing and Storage Services**

**Option Year Two Pricing**

<b>ITEM #</b>	<b>(1) UNIT PRICE (\$)</b>	<b>(X)</b>	<b>(2) ESTIMATED ANNUAL QUANTITY*</b>	<b>(=)</b>	<b>(3) EXTENSION (\$)</b>
<b><u>TOWING SERVICES (Non-Standby):</u></b>					
<b>Rate for Towing for:</b>					
A. Relocation/Towing to Authority Impound Lot (Public Charge)	<u>\$50.00</u>	(X)	10	(=)	<u>\$500.00</u>
B. Towing to Contractor's Storage Facilities (Public Charge)	<u>\$100.00</u>	(X)	80	(=)	<u>\$8,000.00</u>
C. Relocation/Towing to/within Authority Property (OIA-Authority Charge)	<u>\$50.00</u>	(X)	50	(=)	\$2,500.00
<b><u>STANDBY SERVICES (Tow Truck Stationed on Authority Property):</u></b>					
D. Hourly Rate (OIA-Authority Charge)	<u>\$33.00</u>	(X)	9,000	(=)	<u>\$297,000.00</u>
<b>Rate for Towing in connection with Standby Service for:</b>					
E. Relocation/Towing to/within Authority Impound Lot (OIA-Authority Charge)	<u>\$50.00</u>	(X)	350	(=)	<u>\$17,500.00</u>
F. Drop Fee (OIA-Authority Charge)	<u>\$25.00</u>	(X)	20	(=)	<u>\$500.00</u>
<b><u>ORLANDO EXECUTIVE AIRPORT (Relocation/Towing to Contractor's Storage):</u></b>					
G. Relocation/Towing to Contractor's Storage (Public Charge)	<u>\$100.00</u>	(X)	3	(=)	<u>\$300.00</u>
H. Relocation/Towing to/within Authority Property (OEA-Authority Charge)	<u>\$50.00</u>	(X)	3	(=)	<u>\$150.00</u>
<b><u>ADDITIONAL SERVICES</u></b>					
I. Provide, deliver and retrieve, junked vehicles to OIA for Training Purposes (OIA-Authority Charge)	<u>\$0.00</u>	(X)	9	(=)	<u>\$0.00</u>

ITEM #	(1) UNIT PRICE (\$)	(X)	(2) ESTIMATED ANNUAL QUANTITY*	(=)	(3) EXTENSION (\$)
I. Return of previously relocated vehicles (from Contractor's facility to OIA). To include towing and daily storage fees (OIA-Authority Charge).	<u>\$300.00</u>	(X)	10	(=)	<u>\$3,000.00</u>
TOTAL OPTION YEAR 2 PRICE					<u>\$329,450.00</u>

**Contractor is to provide below (do not include in the Total Option Year 2 Price) its Daily Storage Fee (in accordance with City, State or Local Ordinances and/or laws and which are applicable only after the first 24 hours), its Drop Fee and its Tow Out Fee charged to the vehicle owner:**

**Daily Storage Fee \$20.00 per day (not to exceed \$20.00 per day)**

**Drop Fee \$25.00 (not to exceed 50% of applicable towing fee)**

**Tow Out Fee \$50.00 (not to exceed \$50.00)**

Note: Daily Storage Fees must be in accordance with City, State or Local Ordinances and/or laws and which are applicable only after the first 24 hours and is charged to the owner. The Drop Fee is the fee that is charged to the vehicle owner while performing standby towing services for the Authority. A Tow Out Fee not-to-exceed \$50.00 shall be charged when a third party tow company cannot provide evidence of workers compensation insurance to the Contractor and the Contractor is required to tow the vehicle from the Contractor's lot to a curb outside the lot and allow the third party or private individual to pick up the vehicle.

\* The annual quantities and number of hours are estimates. Although the Authority believes that these estimates fairly describe the scope of work under ordinary circumstances, actual conditions may cause the quantities and number of hours to differ from the estimates. The Authority has no obligation to request any quantity or number of hours or to require the use of any particular quantity or number of hours. The Authority is only obligated to pay the Unit Prices (Items, A to C and E to J) and Hourly Rate (Item D) for each service actually requested by the Authority and provided by the Contractor.

**ATTACHMENT "D"**

**Greater Orlando Aviation Authority  
Attachment D**

Date:	<u>7/20/2020</u>	Requestor's Extension:	<u>2610</u>
Requestor's Name:	<u>Ratib Hussein</u>	Preparer's Extension:	<u>2297</u>
Form Preparer's Name:	<u>Luis Aviles</u>	Purchasing Solicitation #:	<u>812-17</u>
Requestor's Department:	<u>Parking and Ground Transportation</u>	CCM / CPC / PSC:	<u>CPC</u>
Description:	<u>Vehicle Towing and Storage Services</u>	Committee Date:	<u>8/10/2020</u>
Vendor:	<u>Stepp's Towing Service</u>	Committee Agenda Item#:	<u>TBD</u>

**NON-PROJECT FUNDS: O&M, CAP EX, I&D, R&R, OEA REVENUE FUNDS**

Account Code Format: xxx.xxx.xxx.xxxxxxx.xxx.xxxxxx	2/1/2021 - 9/30/2021		10/1/2021 - 1/31/2022		FY 23 Amount	Total Contract
	FY 19 Amount	FY 20 Amount	FY 21 Amount	FY 22 Amount		
301.238.210.5340007.000.000000			219,633.36	109,816.64		329,450.00
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
<b>Total Requisition</b>	-	-	219,633.36	109,816.64	-	329,450.00
Requisition Number			BPA 87066	BPA 87066		

OMB Notes:		Converted into PO #:	_____
Funding Approver:	<i>Andrea Harper</i>	Date:	_____
Total Requisition		Buyer:	_____
BPA Amount	\$ 329,450.00		
Grand Total - Agree to Committee Item	\$ 329,450.00		