

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS
AGENDA ITEM SUMMARY

NW/MB 6-0
CW abs

Meeting Date: January 23, 2024

Consent Regular
 Workshop Public Hearing

Submitted By: Department of Airports

APPROVED

I. EXECUTIVE BRIEF

BY BOARD OF COUNTY COMMISSIONERS
AT MEETING OF JAN 23 2024
Nancy Powell D.C.
MINUTES & RECORDS SECTION

Motion and Title: Staff recommends motion to approve:

- (A) The renewal of a Term Contract for Maintenance of Airport Facilities and Systems (Contract) with ERMC Aviation LLC (ERMC) for an amount not to exceed \$1,188,815.40 providing for improvements to the passenger boarding bridges (PBB) and purchase of a mobile loading bridge for use at Palm Beach International Airport (PBI), per Master Agreement #21-070/CC, commencing on February 6, 2024, and expiring on December 5, 2024, with the option to renew for two additional 12-month periods; and
- (B) A Budget Transfer in the amount of \$476,842 in the Airport's Improvement and Development Fund to provide budget for the project, including a transfer from Reserves in the amount of \$476,842. The project is partially funded under the current year's budget.

Summary: The Contract provides for the maintenance, repair, and improvement of PBBs, 400 Hertz ground power, cabin air systems, and facility systems at PBI. The Contract expires on February 5, 2024, with the option to renew for two additional 12-month periods. ERMC Aviation LLC is located in Atlanta, Georgia. The PBBs, ancillary equipment, and facilities are critical to on-going airport operations and require specialized technical knowledge for their maintenance, repair and improvement. Following Board approval of the Contract, the Purchasing Department will issue an award notice to ERMC for the renewal term. The total not-to-exceed amount for the renewal term is \$1,188,815.40. Improvements include the replacement of boarding bridge canopies and potable water cabinets and the purchase of a mobile PBB for Concourse A for use during the next phase of the Concourse B construction. Airlines utilizing the PBBs at PBI pay for the full cost of the equipment through rates and charges established annually in accordance with the Signatory Airline Agreement (R-2019-1155). The Office of Equal Business Opportunity issued a waiver of Affirmative Procurement Initiatives (API) on July 14, 2021 due to the lack of availability of qualified Small/Minority/Women Owned Business Enterprises providing services required by this Contract. Pursuant to changes to Chapter 332, Florida Statutes, effective as of July 1, 2023, a governing body of a medium hub commercial service airport may not approve purchases of contractual services in excess of \$1,000,000 provided in Section 287.017, Florida Statutes, on a consent agenda. This Contract exceeds the threshold amount and must be approved on the regular agenda. Countywide (AH)

Background and Policy Issues: The Contract was advertised by the Purchasing Department using the County's competitive bid process. ERMC was the lowest responsive, responsible bidder. The Contract was extended for two months by the Purchasing Department from December 5, 2023 to February 5, 2024 prior to renewal in order to finalize the anticipated capital budget for the renewal term. The PBBs provide direct all-weather dry access for passengers to board and deplane aircraft quickly and safely from the terminal. The PBB provides power and air conditioning for aircraft parked at the gates. The facility system is comprised of two grinders, which reduce wastewater solids from the aircraft lavatory to allow the aircraft waste to enter the sewer system.

Attachments: Budget Transfer

Recommended By: _____

Lauren Buss
Department Director

12-20-23
Date

Approved By: _____

Will A. Blum
County Administrator

1/3/23
Date

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>
Capital Expenditures	<u>\$476,842</u>	_____	_____	_____	_____
Operating Costs	<u>\$569,579</u>	<u>\$142,395</u>	_____	_____	_____
External Revenues (Grants)	_____	_____	_____	_____	_____
Program Income (County)	_____	_____	_____	_____	_____
In-Kind Match (County)	_____	_____	_____	_____	_____
NET FISCAL IMPACT	<u>\$1,046,421</u>	<u>\$142,395</u>	_____	_____	_____
# ADDITIONAL FTE POSITIONS (Cumulative)	_____	_____	_____	_____	_____

Is Item Included in the Current Budget? Yes X No _____
 Does this item include the use of Federal funds? Yes _____ No X
 Does this item include the use of State funds? Yes _____ No X

Budget Account No: Fund 4100 Department 120 Unit 2540/2541/2542 Object 4620
 Fund 4111 Department 121 Unit A212 Object 6211

Reporting Category _____

B. Recommended Sources of Funds/Summary of Fiscal Impact:

The project is partially funded in FY2024 in the amount of \$569,579. Approval of this item provides budget for the capital expenditures in the amount of \$476,841.90 and operating costs in the amount of \$711,973.50. The fiscal impact analysis above assumes payment of the fixed monthly maintenance fee for 8 months in FY2024 (\$473,578.80) and that variable costs (\$96,000.00) are incurred in FY2024. For FY2025, the fiscal impact analysis assumes payment of the fixed annual maintenance fee (\$118,394.70) and variable cost (\$24,000) for 2 months.

C. Departmental Fiscal Review: 

III. REVIEW COMMENTS

A. OFMB Fiscal and/or Contract Development and Control Comments:

<p><u></u> OFMB <u>JA 12/21</u> ESW 12-21-23</p>	<p><u></u> Contract Dev. and Control</p>
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B. Legal Sufficiency:


 Assistant County Attorney

C. Other Department Review:

 Department Director

REVISED 11/17 (THIS SUMMARY IS NOT TO BE USED AS A BASIS FOR PAYMENT)

24-0292

BOARD OF COUNTY COMMISSIONERS
PALM BEACH COUNTY, FLORIDA
BUDGET TRANSFER

Advantage Document Numbers
BGRV: 121-122023*646
BGEX:

FUND 4111 Airport Improvement & Development Fund

ACCT. NUMBER	ACCOUNT NAME	ORIGINAL BUDGET	CURRENT BUDGET	INCREASE	DECREASE	ADJUSTED BUDGET	EXPENDED/ ENCUMBERED As of 12/20/23	REMAINING BALANCE
REVENUES/EXPENDITURES								
121-A212-6211	Building Improvements	5,844,820	5,199,729	476,842	0	5,676,571	1,226,859	4,449,712
121-A900-9909	Reserves Improvement Program	17,216,760	10,323,297	0	476,842	9,846,455	0	9,846,455
Total Receipts and Balances		217,226,377	213,797,817	476,842	476,842	213,797,817		

Office of Financial Management & Budget
INITIATING DEPARTMENT/DIVISION
Administration/Budget Department Approval
OFMB Department - Posted

Signatures & Dates

[Signature] 12/20/23
[Signature] 12/21/23

By Board of County Commissioners
At Meeting of Y... COMMISSIONERS
Tuesday, January 23, 2024

Deputy Clerk to the
[Signature]
Board of County Commissioners

STATE OF FLORIDA, COUNTY OF PALM BEACH
I, JOSEPH ABRUZZO, Clerk of Circuit Court,
Comptroller certify this is a true and correct copy
of the original filed in my office
on JAN 23 2024
COUNTY OF PALM BEACH
dated at West Palm Beach, Florida
By: *[Signature]*
Deputy Clerk

6A2-6