



Pinellas County

Staff Report

File #: 25-0495A, **Version:** 1

Agenda Date: 4/22/2025

Subject:

Receipt and file report of purchasing items delegated to the County Administrator for the quarter ending March 31, 2025.

Recommended Action:

Accept the receipt and file report of purchasing items delegated to the County Administrator.

Strategic Priorities:

Smart Service Delivery

4.2 Achieve and maintain a high level of customer satisfaction

Summary:

The Board of County Commissioners (Board) has delegated authority to the County Administrator to approve purchases and other purchasing related processes with the requirement that all approvals be submitted for receipt and file on a quarterly basis.

Background Information:

The County Administrator has delegated authority to award contracts up to \$250,000.00 in a fiscal or calendar year.

For purchases initiated from State of Florida bids or negotiated contracts, the County Administrator has delegated authority to approve in any amount.

The County Administrator has delegated authority to increase maintenance, repair and operating contracts in an amount not to exceed fifty percent (50%) of the amount previously approved by the Board subject to the same unit pricing, terms and conditions.

The County Administrator has delegated authority to extend the term of Board approved contracts above the threshold of \$250,000.00 pending all prices, terms and conditions remain the same.

The County Administrator has delegated authority to approve change orders and amendments in an amount not to exceed \$250,000 or ten percent (10%), whichever is less, and to release retainage and close out construction type contracts when the change order does not exceed \$250,000.00 or ten percent (10%) of the total award, whichever is less.

The County Administrator also has delegated authority to approve emergency purchases up to \$250,000.00. Emergency purchases in excess of \$250,000.00 are approved by the County Administrator and entered into the minutes of the Board of County Commissioners via the receipt and file report.

Lastly, the County Administrator has delegated the authority for non-purchasing items pursuant to

Section 2-62 in an amount not to exceed \$25,000.00 to the Director of Administrative Services.

Fiscal Impact:

The attached list contains approvals of competitive sealed bidding, Florida State contracts, master purchase agreement increases, emergency purchases, contract extensions, and items delegated to the Administrative Services Director as per County Code 2-62, 2-164, 2-176, 2-177, 2-178, 2-180, 2-181, 2-184 and 2-185.

Staff Member Responsible:

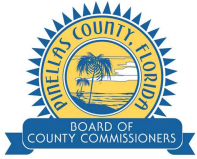
Barry A. Burton, County Administrator
Joe Lauro, Director, Administrative Services
Merry Celeste, Purchasing Director, Administrative Services

Partners:

N/A

Attachments:

List of Purchasing items approved by the County Administrator and the Director of Administrative Services for quarter ending March 31, 2025.



Pinellas County

Staff Report

File #: 24-1278D, **Version:** 1

Agenda Date: 3/31/2025

Subject:

Increase upset limit to the Blanket Purchase Agreement with Allen Enterprises, Inc to provide exclusive components and parts for lighting of runways and taxiways at the Airport.

Recommended Action:

Approval by the County Administrator to increase the upset limit on the Blanket Purchase Agreement with Allen Enterprises, Inc, to provide exclusive components and parts for lighting of runways and taxiways at the St. Pete Clearwater International Airport (PIE).

- The increase provides PIE the ability to maintain and update lighting and fixtures for runways and taxiways.
- Increase the upset limit in the amount of \$240,513.87 with an increased estimated annual expenditure of \$149,914.87 through September 30, 2026.
- The Purchasing Director awarded this contract in the amount of \$185,661.00 on March 17, 2021, for a 60-month term and subsequently amended the contract twice to add additional funding due to increased usage. The contract usage has now exceeded the Purchasing Director's authority.
- Funds in the amount of \$429,000.00 are included in the Airport Revenue and Operating FY25 Adopted Budget. Funding for future years will likely be requested in future budgets.

Contract No. 21-0408-N increase of \$240,513.87 for revised total contract amount of \$749,574.37 through September 30, 2026; revised annual expenditure \$149,914.87.

Strategic Plan:

Deliver First Class Services to the Public and Our Customers

5.2 Be responsible stewards of the public's resources.

5.3 Ensure effective and efficient delivery of county services and support.

5.4 Strive to serve the needs of all Pinellas County residents and customers.

Summary:

Approve the increase to the upset limit of \$240,513.87 for a revised total expenditure of \$749,574.37 to provide components and parts for lighting of runways and taxiways at PIE through September 30, 2026.

PIE is responsible for maintaining the various lighting systems used around the airport for the safety

of passengers and PIE staff. PIE Facilities plans to order parts for a beacon, LED signs, signs panels, quartz lamps, pavement, a regulator, and to repair damage related to an internal report.

Background/Explanation:

The Purchasing Director awarded this contract in the amount of \$185,661.00 on March 17, 2021, for a 60-month term and subsequently amended the contract twice to add additional funding due to increased usage. The contract usage has now exceeded the Purchasing Director's authority.

Fiscal Impact:

Current approved amount:	\$509,060.50
Increase to upset limit:	<u>\$240,513.87</u>
Revised Total Amount Not to Exceed:	\$749,574.37

Funding is derived from departments operating budget.

The contract is included in the FY25 Adopted Budget. The annual amount expected to be spent on the contract is approximately 50% percent higher than in most recent years due to unanticipated repairs due to damages.

Delegated Authority:

Authority for the County Administrator to approve this request is granted under Code Section 2-62(a) (2).

Staff Member Responsible:

Tom Jewsbury, Director, Airport
Merry Celeste, Purchasing Director, Administrative Services
Joe Lauro, Director, Administrative Services

Partners:

N/A

Attachments:

N/A

QUOTE



Customer: S3220

ALLEN ENTERPRISES, INC.
Airport Lighting Equipment Sales & Service
5659 Commerce Drive, Suite 100
Orlando, FL 32839-2969
Phone (407) 857-6778

Quote Number: 0068355

BILL TO:

ST. PETE CLEARWATER AIRPORT
FINANCE DIV ACCTS PAYABLE
BOCC PINELLAS COUNTY
P.O. BOX 2438
CLEARWATER, FL 33757

SHIP TO:

1

ST.PETE CLEARWATER AIRPORT
AIRPORT MAINTENANCE
15425 FAIRCHILD DRIVE
CLEARWATER, FL 33762

Print Date/Quote Date	Ship Via	FOB	Terms
11/14/2024	BEST WAY	ORIGIN PPD&ALL	Net 30
11/14/2024		SP: 0003 KM ALLEN ENTERPRISES	

QTY QUOTED	ITEM	DESCRIPTION	UNIT PRICE	AMOUNT
1.00	HBL802AL116	L-802A 120VAC, 60HZ, CLASS 1, LED	14,573.70	14,573.70
		LIST \$15,024.43		
		BEACON OPTIONS BELOW.		
1.00	HBL801/802 BIRD SPIKE	LED MODULE BEACON BIRD SPIKES	86.38	86.38
		FULL ROW OF LARGE		
		POLYCARBONATE SPIKES		
		RUNNING ALONG EACH BEACON		
		HEAD		
		LIST \$89.05		
1.00	HBL801/802 T/T LED 120	TELL-TALE RELAY OPTION, LED	676.93	676.93
		BEACON		
		120 VOLT		
		LIST \$697.87		
1.00	HB4200-0001A	TOWER MOUNTING BRACKET	850.61	850.61
		STAINLESS STEEL		
		LIST \$876.92		
1.00	HBL802 HBM SS	L-802A HBM STAINLESS STEEL	4,303.31	4,303.31
		OPTION		
		INCLUDES HB0100-0251SS		
		STAINLESS STEEL SUPPORT PLATE		
		FOR CORROSIVE ENVIRONMENTS		
		WITHIN 100 MILES OF SALTWATER		
		LIST \$4,436.40		

	Net:	20,490.93
	(Estimated or TBD)Freight:	0.00
	Sales Tax: NONTAX	0.00
Valid for 30 days	Total:	20,490.93

QUOTE



Customer: S3220

ALLEN ENTERPRISES, INC.
Airport Lighting Equipment Sales & Service
5659 Commerce Drive, Suite 100
Orlando, FL 32839-2969
Phone (407) 857-6778

Quote Number: 0069785

BILL TO:

ST. PETE CLEARWATER AIRPORT
FINANCE DIV ACCTS PAYABLE
BOCC PINELLAS COUNTY
P.O. BOX 2438
CLEARWATER, FL 33757

SHIP TO:

1

ST.PETE CLEARWATER AIRPORT
AIRPORT MAINTENANCE
15425 FAIRCHILD DRIVE
CLEARWATER, FL 33762

Print Date/Quote Date	Ship Via	FOB	Terms
08/16/2024	FEDEX EXP SVR	ORIGIN PPD&ALL	Net 30
08/16/2024		SP: 0003 KM ALLEN ENTERPRISES	

QTY QUOTED	ITEM	DESCRIPTION	UNIT PRICE	AMOUNT
5.00	44A7260/010	LED SIGN POWER SUPPLY ASSY FOR LIGHT BAR CURRENT DRIVEN BOOST 44A7253/01 BOARD PART OF 44A7260/010 LIST PRICE \$384.62	373.08	1,865.40

Valid for 30 days

Net:	1,865.40
(Estimated or TBD)Freight:	0.00
Sales Tax: NONTAX	0.00
Total:	1,865.40

QUOTE

ALLEN ENTERPRISES. INC.
 Airport Lighting Equipment Sales & Service
 5659 Commerce Drive, Suite 100
 Orlando, FL 32839-2969
 Phone (407) 857-6778

Q

Customer: S3220

Quote Number: 0069935

BILL TO:

ST. PETE CLEARWATER AIRPORT
 FINANCE DIV ACCTS PAYABLE
 BOCC PINELLAS COUNTY
 P.O. BOX 2438
 CLEARWATER, FL 33757

SHIP TO:

1

ST.PETE CLEARWATER AIRPORT
 AIRPORT MAINTENANCE
 15425 FAIRCHILD DRIVE
 CLEARWATER, FL 33762

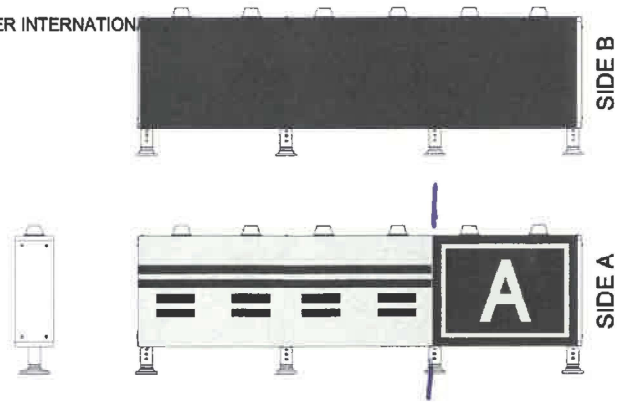
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10/09/2024	BEST WAY	PPD&ALL	Net 30
10/09/2024		SP: 0003 KM ALLEN ENTERPRISES	

QTY QUOTED	ITEM	DESCRIPTION	UNIT PRICE	AMOUNT
29.00	44A6084/2110	SIGN PANEL SZ2 1MOD SIG SER LEGEND HEIGHT 15" PANEL SIZE 26.30 X 35.37 LIST \$566.75	549.75	15,942.75
24.00	44A6084/2210	SIGN PANEL SZ2, 2-MOD S.S LEGEND HEIGHT 15" PANEL SIZE 26.3" X 71.15" LIST \$902.08 CONFIRM, LEGEND, PANEL COUNT, PANEL SIZE AND PANEL DIVIDER LOCATION.	875.02	21,000.48

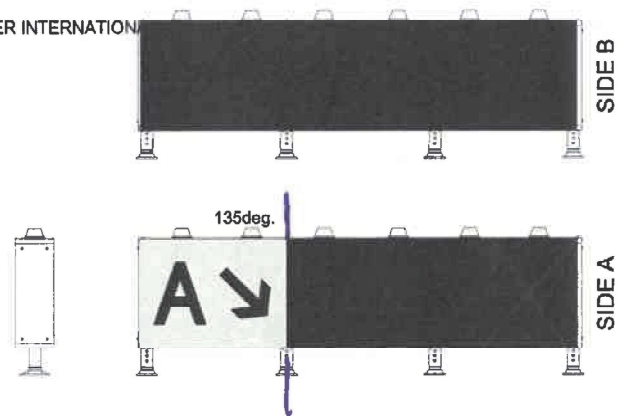
Valid for 30 days

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(Estimated or TBD) Freight:	0.00
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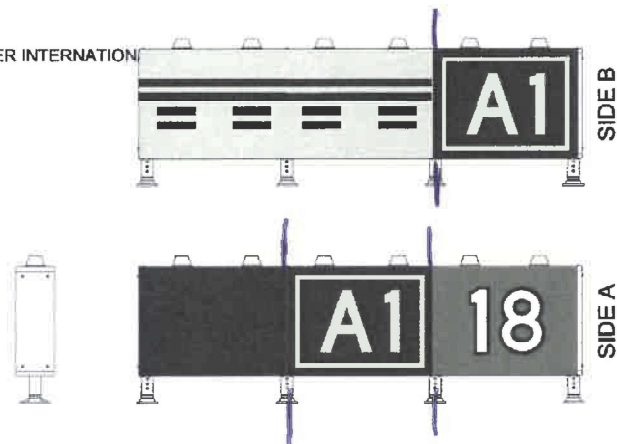
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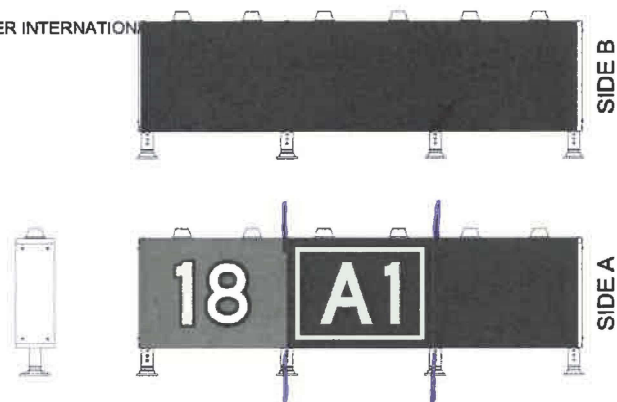
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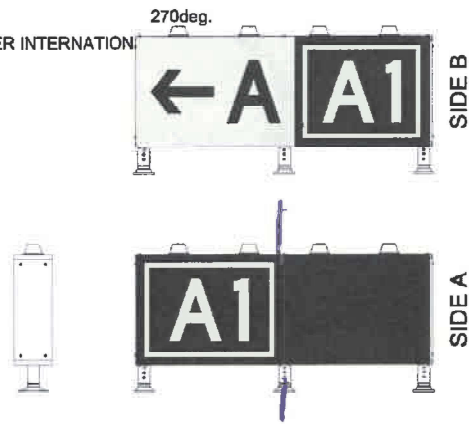
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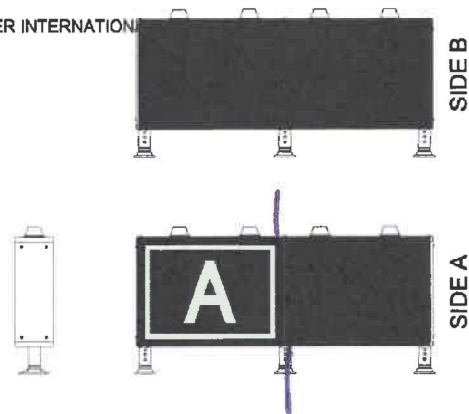
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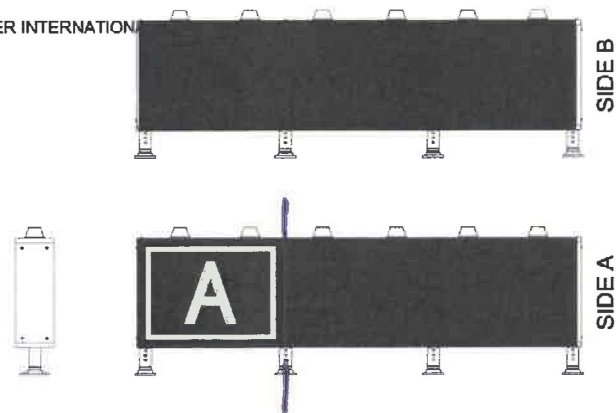
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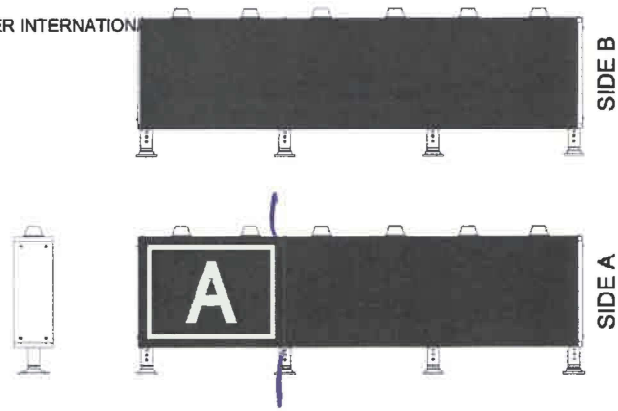
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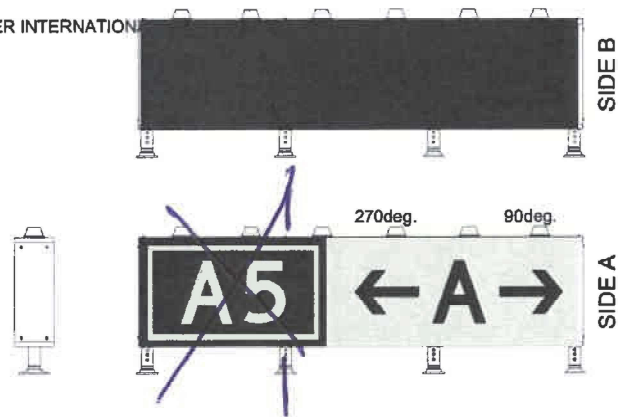
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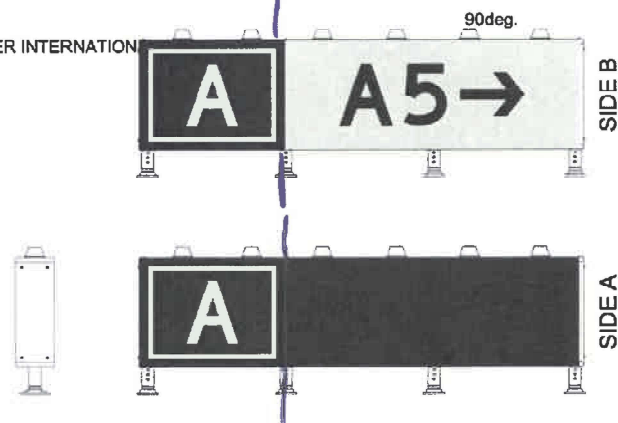
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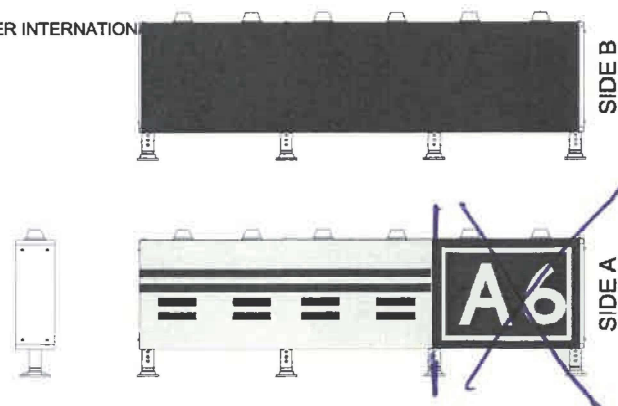
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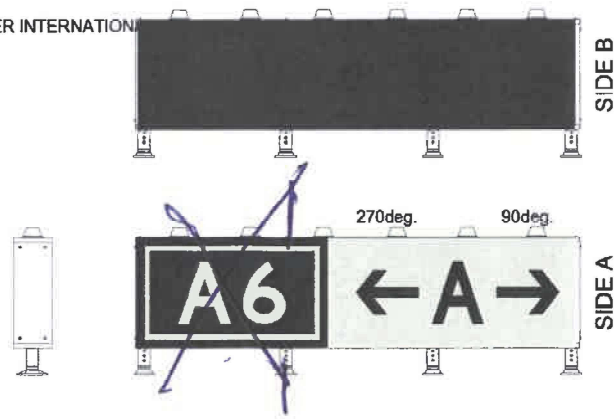
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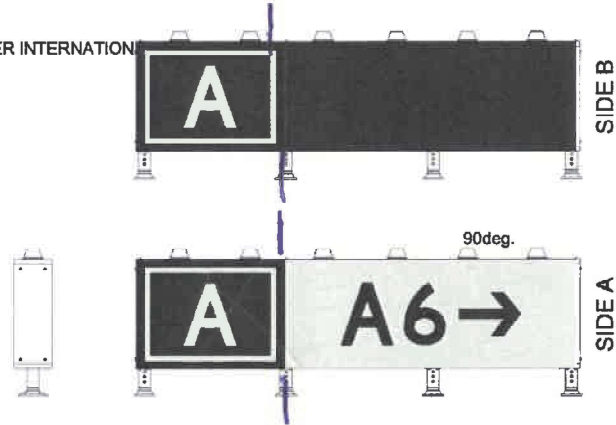
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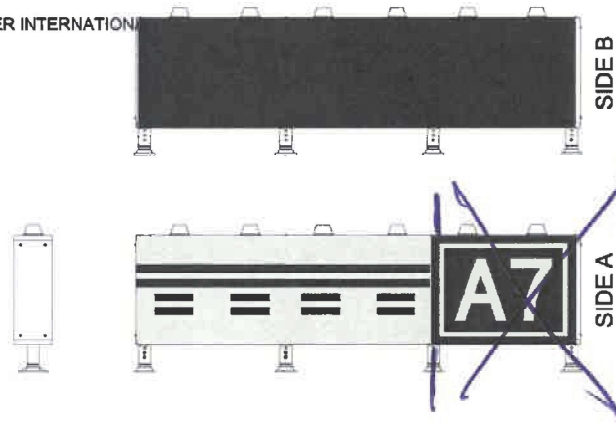
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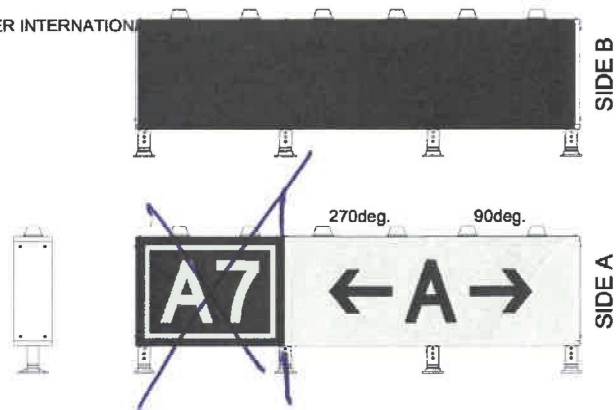
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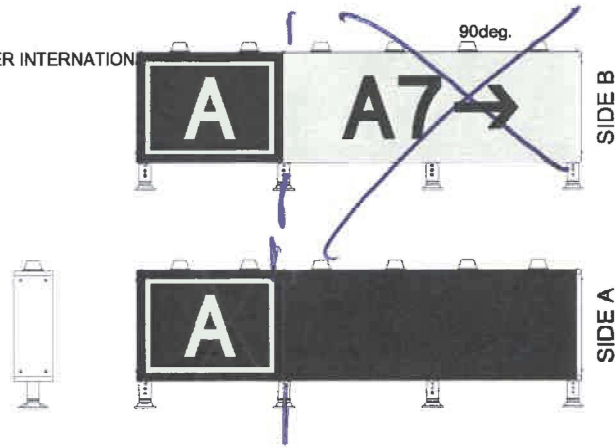
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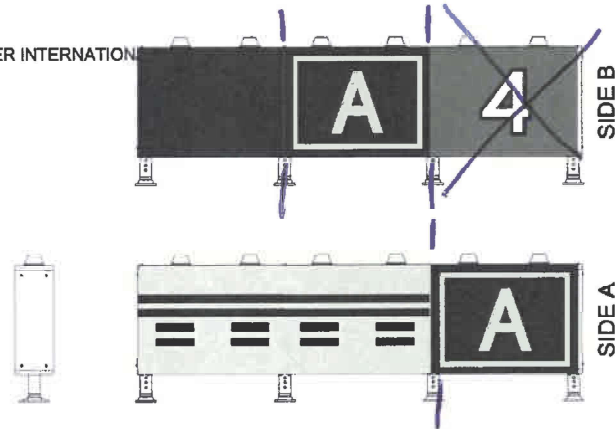
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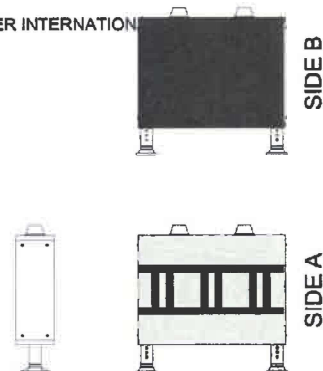
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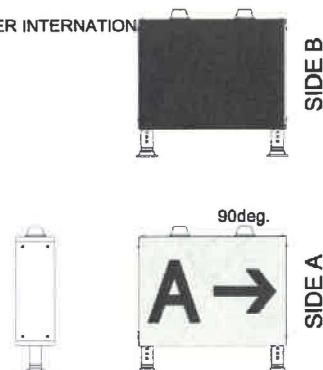
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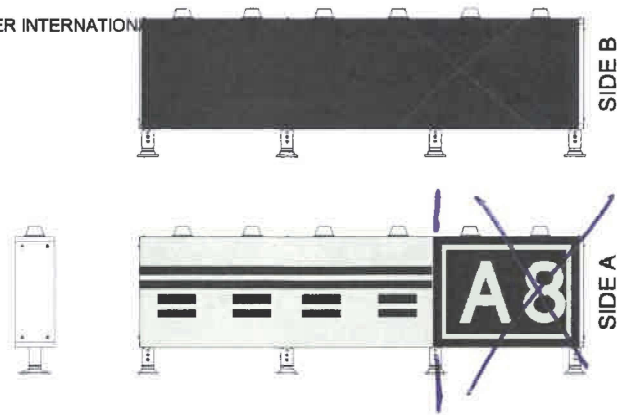
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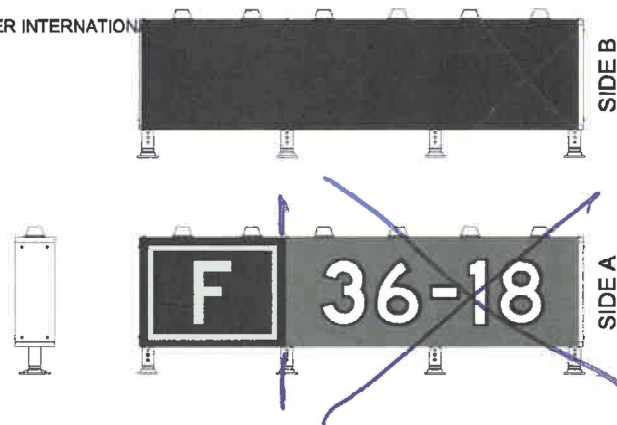
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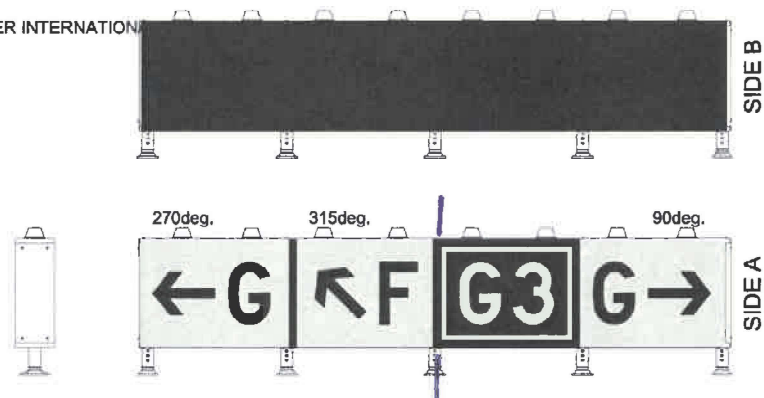
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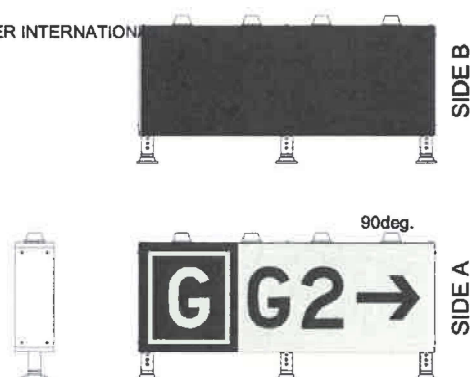
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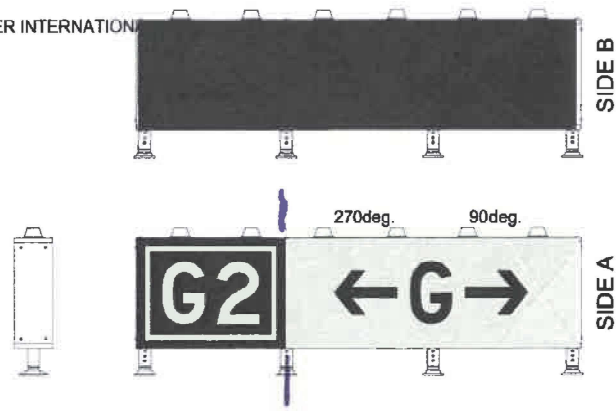
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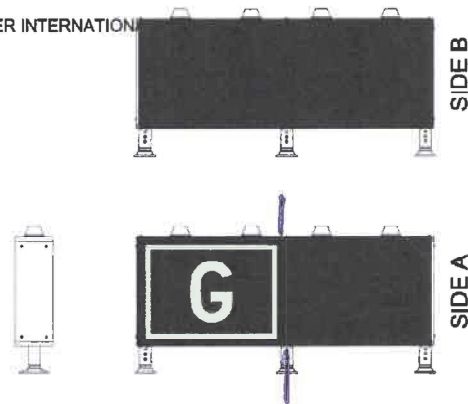
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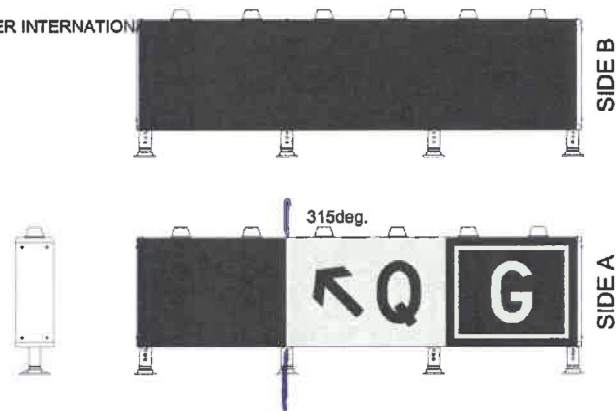
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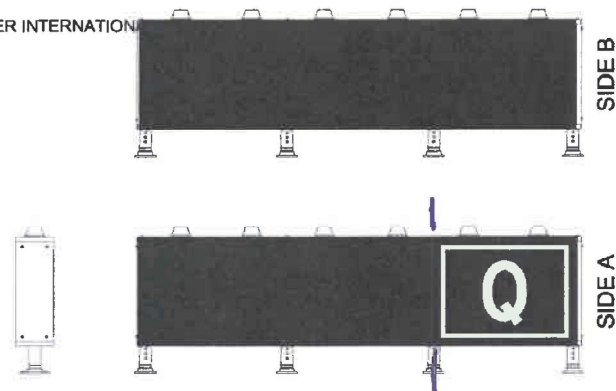
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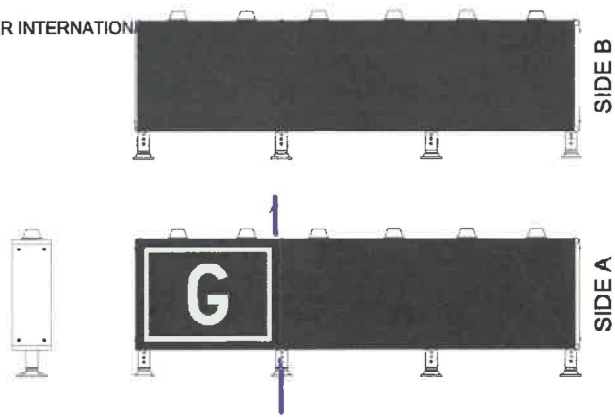
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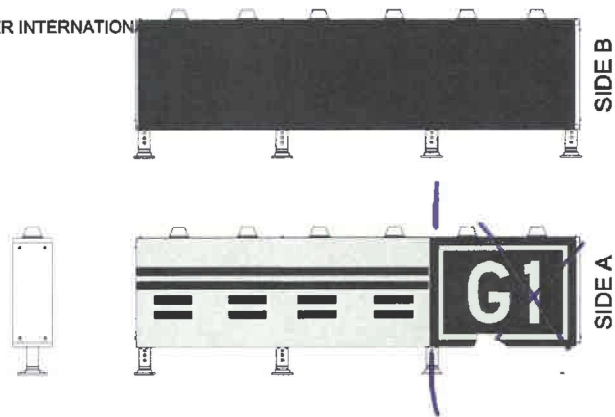
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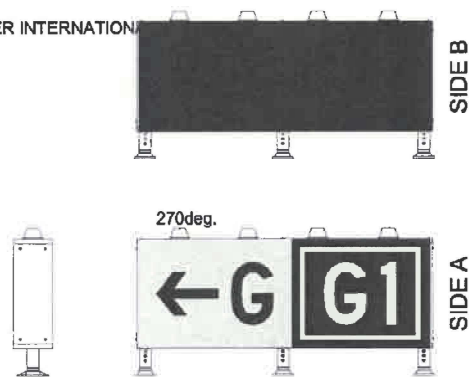
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QUOTE NUMBER: 69935
AIRPORT: ST PETERSBURG-CLEARWATER INTERNATIONAL
PROJECT: 9-20-24
PROJECT#: 69935
SIGN: 208
PART NUMBER: 44A6084/2310
SIZE: 2



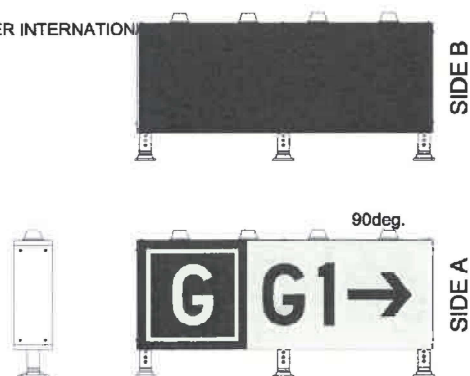
SEPTEMBER 24, 2024 11:12:49 AM
ORDER NUMBER: 69935
QUOTE NUMBER: 69935
AIRPORT: ST PETERSBURG-CLEARWATER INTERNATIONAL
PROJECT: 9-20-24
PROJECT#: 69935
SIGN: 209
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SIZE: 2



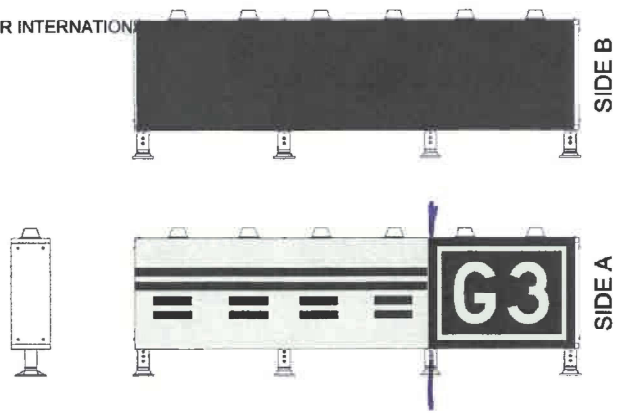
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QUOTE NUMBER: 69935
AIRPORT: ST PETERSBURG-CLEARWATER INTERNATIONAL
PROJECT: 9-20-24
PROJECT#: 69935
SIGN: 210
PART NUMBER: 44A6084/2210
SIZE: 2



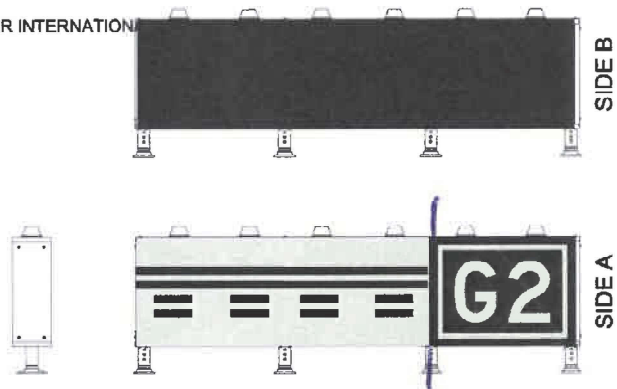
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QUOTE NUMBER: 69935
AIRPORT: ST PETERSBURG-CLEARWATER INTERNATIONAL
PROJECT: 9-20-24
PROJECT#: 69935
SIGN: 211
PART NUMBER: 44A6084/2210
SIZE: 2



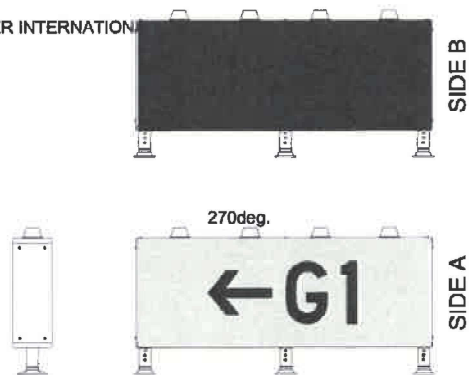
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QUOTE NUMBER: 69935
AIRPORT: ST PETERSBURG-CLEARWATER INTERNATIONAL
PROJECT: 9-20-24
PROJECT#: 69935
SIGN: 212
PART NUMBER: 44A6084/2310
SIZE: 2



SEPTEMBER 24, 2024 11:12:50 AM
ORDER NUMBER: 69935
QUOTE NUMBER: 69935
AIRPORT: ST PETERSBURG-CLEARWATER INTERNATIONAL
PROJECT: 9-20-24
PROJECT#: 69935
SIGN: 213
PART NUMBER: 44A6084/2310
SIZE: 2



SEPTEMBER 24, 2024 11:12:51 AM
ORDER NUMBER: 69935
QUOTE NUMBER: 69935
AIRPORT: ST PETERSBURG-CLEARWATER INTERNATIONAL
PROJECT: 9-20-24
PROJECT#: 69935
SIGN: 219
PART NUMBER: 44A6084/2210
SIZE: 2



QUOTE



Customer: S3220

ALLEN ENTERPRISES, INC.
Airport Lighting Equipment Sales & Service
5659 Commerce Drive, Suite 100
Orlando, FL 32839-2969
Phone (407) 857-6778

Quote Number: 0070280

BILL TO:

ST. PETE CLEARWATER AIRPORT
FINANCE DIV ACCTS PAYABLE
BOCC PINELLAS COUNTY
P.O. BOX 2438
CLEARWATER, FL 33757

SHIP TO:

1

ST.PETE CLEARWATER AIRPORT
AIRPORT MAINTENANCE
15425 FAIRCHILD DRIVE
CLEARWATER, FL 33762

Print Date/Quote Date	Ship Via	FOB	Terms
11/14/2024	FEDEX EXP SVR	ORIGIN PPD&ALL	Net 30
11/14/2024		SP: 0003 KM ALLEN ENTERPRISES	

QTY QUOTED	ITEM	DESCRIPTION	UNIT PRICE	AMOUNT
100.00	48A0044	150W EWR QUARTZ LAMP	30.83	3,083.00
		LIST \$31.79		

Valid for 30 days

Net:	3,083.00
(Estimated or TBD)Freight:	0.00
Sales Tax: NONTAX	0.00
Total:	3,083.00

QUOTE



Customer: S3220

ALLEN ENTERPRISES, INC.
Airport Lighting Equipment Sales & Service
5659 Commerce Drive, Suite 100
Orlando, FL 32839-2969
Phone (407) 857-6778

Quote Number: 0070290

BILL TO:

ST. PETE CLEARWATER AIRPORT
FINANCE DIV ACCTS PAYABLE
BOCC PINELLAS COUNTY
P.O. BOX 2438
CLEARWATER, FL 33757

SHIP TO:

1

ST.PETE CLEARWATER AIRPORT
AIRPORT MAINTENANCE
15425 FAIRCHILD DRIVE
CLEARWATER, FL 33762

Print Date/Quote Date	Ship Via	FOB	Terms
11/14/2024	BEST WAY	ORIGIN PPD&ALL	Net 30
11/14/2024		SP: 0003 KM ALLEN ENTERPRISES	

QTY QUOTED	ITEM	DESCRIPTION	UNIT PRICE	AMOUNT
80.00	44A7493/02S20	L850A, ADLP PAN PCB POWER SUPPLY, 1-CD BI-DIR, NON MON LIST \$565.	548.05	43,844.00
80.00	44A7493/02S10	L850B, ADLP PAN PCB POWER SUPPLY, 1-CD UNI-DIR, NON MON LIST \$547.26	530.85	42,468.00
20.00	44A7479/WW00	L850A, ADLP OPTICAL ASSY, WHT WHT BI-DIR LIST \$259.02	251.25	5,025.00
20.00	44A7479/RW00	L850A, ADLP OPTICAL ASSY, RED WHT BI-DIR LIST \$264.25	256.33	5,126.60
20.00	44A7479/WN50	L850B, ADLP OPTICAL ASSY, WHT OBS R-TOE LIST \$161.21	156.38	3,127.60
20.00	44A7479/WN40	L850B, ADLP OPTICAL ASSY, WHT OBS L-TOE LIST \$161.21	156.38	3,127.60
40.00	63A1232	OPTICAL ASSEMY GASKET, ADLP LIST \$12.06	11.70	468.00
40.00	MS00001-255-01	O-RING, SILICONE 255, 1/8W X 5-7/8 LIST \$2.92	2.83	113.20
40.00	63A1226/1	ADLP PRISM CLEAR, DRC/TDZ	48.98	1,959.20

Continued

QUOTE



Customer: S3220

ALLEN ENTERPRISES, INC.
 Airport Lighting Equipment Sales & Service
 5659 Commerce Drive, Suite 100
 Orlando, FL 32839-2969
 Phone (407) 857-6778

Quote Number: 0070290

BILL TO:

ST. PETE CLEARWATER AIRPORT
 FINANCE DIV ACCTS PAYABLE
 BOCC PINELLAS COUNTY
 P.O. BOX 2438
 CLEARWATER, FL 33757

SHIP TO:

1

ST.PETE CLEARWATER AIRPORT
 AIRPORT MAINTENANCE
 15425 FAIRCHILD DRIVE
 CLEARWATER, FL 33762

Print Date/Quote Date	Ship Via	FOB	Terms
11/14/2024	BEST WAY	ORIGIN PPD&ALL	Net 30
11/14/2024		SP: 0003 KM ALLEN ENTERPRISES	

QTY QUOTED	ITEM	DESCRIPTION	UNIT PRICE	AMOUNT
		LIST \$50.49		
40.00	60A4520/1	PRISM BRACKET ADLP	13.76	550.40
		LIST \$14.18		
40.00	63A1238-1	PRISM PROTECTOR ADLP	6.03	241.20
		LIST \$6.21		
40.00	63A1228	SOCK SEAL, DRC/TDZ/ADLP	4.95	198.00
		LIST \$5.10		
40.00	4072.24.781	LABYRINTH GASKET, IUL	6.90	276.00
		LIST \$7.11		
50.00	64A1035/12/LP	M5 X 12 BTNHD MACH SCREW, TORX, SS, W/PATCH	1.18	59.00
		LIST \$1.21		

Valid for 30 days

Net: 106,583.80
 (Estimated or TBD)Freight: 0.00
 Sales Tax: NONTAX 0.00
Total: 106,583.80

QUOTE



Customer: S3220

ALLEN ENTERPRISES. INC.
Airport Lighting Equipment Sales & Service
5659 Commerce Drive, Suite 100
Orlando, FL 32839-2969
Phone (407) 857-6778

Quote Number: 0070332

BILL TO:

ST. PETE CLEARWATER AIRPORT
FINANCE DIV ACCTS PAYABLE
BOCC PINELLAS COUNTY
P.O. BOX 2438
CLEARWATER, FL 33757

SHIP TO:

1

ST,PETE CLEARWATER AIRPORT
AIRPORT MAINTENANCE
15425 FAIRCHILD DRIVE
CLEARWATER, FL 33762

Print Date/Quote Date	Ship Via	FOB	Terms
11/22/2024	BEST WAY	ORIGIN PPD&ALL	Net 30
11/22/2024		SP: 0003 KM ALLEN ENTERPRISES	

QTY QUOTED	ITEM	DESCRIPTION	UNIT PRICE	AMOUNT
1.00	CRF6630N5A3A000	30KW 6.6A 208V 5S L829 ACE3 & IRMS LIST \$37,871.79	36,735.64	36,735.64

Valid for 30 days

Net:	36,735.64
(Estimated or TBD)Freight:	0.00
Sales Tax: NONTAX	0.00
Total	36,735.64

QUOTE



Customer: S3220

ALLEN ENTERPRISES, INC.
Airport Lighting Equipment Sales & Service
5659 Commerce Drive, Suite 100
Orlando, FL 32839-2969
Phone (407) 857-6778

Quote Number: 0070353

BILL TO:

ST. PETE CLEARWATER AIRPORT
FINANCE DIV ACCTS PAYABLE
BOCC PINELLAS COUNTY
P.O. BOX 2438
CLEARWATER, FL 33757

SHIP TO:

1

ST.PETE CLEARWATER AIRPORT
AIRPORT MAINTENANCE
15425 FAIRCHILD DRIVE
CLEARWATER, FL 33762

Print Date/Quote Date	Ship Via	FOB	Terms
11/27/2024	FEDEX EXP SVR	ORIGIN PPD&ADD	Net 30
11/27/2024		SP: 0003 KM ALLEN ENTERPRISES	

QTY QUOTED	ITEM	DESCRIPTION	UNIT PRICE	AMOUNT
1.00	44A2071/2111	L862Q 150W C/C 14" OAH	328.80	328.80

Valid for 30 days

Net:	328.80
(Estimated or TBD)Freight:	45.00
Sales Tax: NONTAX	0.00
Total:	373.80