



Pinellas County

Staff Report

File #: 25-1236A, **Version:** 1

Agenda Date: 9/18/2025

Subject:

Receipt and file report of purchasing items delegated to the County Administrator for the quarter ending June 30, 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

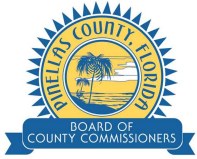
Merry Celeste, Purchasing Director, Administrative Services

Partners:

N/A

Attachments:

List of Purchasing items approved by the County Administrator and the Director of Administrative Services for quarter ending June 30, 2025.



Pinellas County

Staff Report

File #: 25-0400D, **Version:** 1

Agenda Date: 6/30/2025

Subject:

Second Amendment to exercise the second and final term extension for each firm for Rental Car Concession Services at the St. Pete-Clearwater International Airport.

Recommended Action:

Approval and execution by the County Administrator of the Second Amendment to exercise the second and final term extension for each firm for Rental Car Concession Services at the St. Pete-Clearwater International Airport with:

- 1.) Enterprise Leasing Company of Florida, LLC dba Alamo Rent-A-Car
- 2.) Enterprise Leasing Company of Florida, LLC dba Enterprise Rent-A-Car
- 3.) Enterprise Leasing Company of Florida, LLC dba National Car Rental
- 4.) Avis Budget Car Rental, LLC dba Avis and Budget

- This contract provides for the operation of on-site, non-exclusive, rental car concessions for up to four (4) firms at the airport.
- This Second Amendment exercises a twelve (12) month term extension, revising the contract expiration date to September 30, 2026.
- Per code section 2-188(d), the County Administrator has the authority to approve "term extensions" awarded by the Board of County Commissioners per the pricing, terms and conditions of the original award.
- Revenue from this contract is budgeted in the FY25 Adopted Budget of the Airport and included in the FY26 budget request.
- These agreements were originally approved by the Board of County Commissioners (Board) on October 12, 2021. The First Amendment (first term extension) was approved by the County Administrator on April 4, 2024.

Contract No. 21-0413-R; for estimated annual revenue in the amount of \$4,029,867.00 through September 30, 2026.

Strategic Priorities:

Prosperity and Opportunity

3.2 Provide and promote tourism opportunities

3.5 Foster business growth

Smart Service Delivery

4.4 Pursue continuous improvement

Summary:

The Second Amendment exercises the second and final term extension for each firm. The contract provides for two (2) twelve (12) month extensions with a minimum annual guarantee at the contract highest year revenue rate. In addition, revenue is realized for rental of Airport counters and parking spaces.

Background/Explanation:

The agreements were originally approved by the Board on October 12, 2021. The First Amendment (first term extension) was approved by the County Administrator on April 4, 2024.

Fiscal Impact:

Total estimated twelve (12) month revenue: \$4,029,867.00

Revenue will be deposited into the Airport's Concession Income Car Rental Account.

Delegated Authority:

Authority for the County Administrator to sign these Amendments is granted under Code Section 2-188(d).

Staff Member Responsible:

Tom Jewsbury, Director, St. Pete-Clearwater International Airport

Merry Celeste, Purchasing Director, Administrative Services

Joe Lauro, Director, Administrative Services

Partners:

N/A

Attachments:

Second Amendments (4)

SECOND AMENDMENT

This Amendment is made and entered into on the date last executed below ("Effective Date"), by and between Pinellas County, a political subdivision of the State of Florida, hereinafter referred to as "County," and Enterprise Leasing Company of Florida, LLC branded as/DBA National Car Rental hereinafter referred to as "Contractor," (individually referred to as "Party", collectively "Parties").

WITNESSETH:

WHEREAS, the County and the Contractor entered into an agreement on October 1, 2021, pursuant to Pinellas County Contract No. 21-0413-R (hereinafter "Agreement") pursuant to which the Contractor agreed to provide Rental Car Concession Services at the St. Pete-Clearwater International Airport for County; and

WHEREAS, Section 22.19 ("Entirety of Agreement")) of the Agreement permits modification by mutual written agreement of the parties; and

WHEREAS, the County and the Contractor now wish to modify the Agreement in order to provide for a time only extension of the agreement, at the same prices, terms, and conditions;

NOW THEREFORE, the Parties agree that the Agreement is amended as follows:

1. In accordance with section 3.02 ("Term"), the term of the Agreement is hereby extended one (1) year from October 1, 2025, to September 30, 2026.
2. Except as changed or modified herein, all provisions and conditions of the original Agreement and any amendments thereto shall remain in full force and effect.

Each Party to this Amendment represents and warrants that: (i) it has the full right and authority and has obtained all necessary approvals to enter into this Amendment; (ii) each person executing this Amendment on behalf of the Party is authorized to do so; (iii) this Amendment constitutes a valid and legally binding obligation of the Party, enforceable in accordance with its terms.

IN WITNESS WHEREOF the Parties herein have caused this Second Amendment to be executed by their undersigned officials, who are duly authorized to bind the Parties to the Agreement.

Pinellas County, a political subdivision of the
State of Florida:



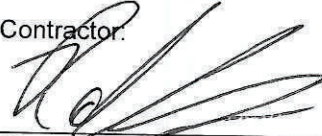
Signature

Printed Name

Printed Title

Date

Contractor:



Signature

Rob Wilson

Printed Name

VP/GM

Printed Title

5/14/2025

Date

APPROVED AS TO FORM

By: Keiah Townsend
Office of the County Attorney

SECOND AMENDMENT

This Amendment is made and entered into on the date last executed below ("Effective Date"), by and between Pinellas County, a political subdivision of the State of Florida, hereinafter referred to as "County," and Enterprise Leasing Company of Florida, LLC branded as/DBA Enterprise Rent-A-Car hereinafter referred to as "Contractor," (individually referred to as "Party", collectively "Parties").

WITNESSETH:

WHEREAS, the County and the Contractor entered into an agreement on October 1, 2021, pursuant to Pinellas County Contract No. 21-0413-R (hereinafter "Agreement") pursuant to which the Contractor agreed to provide Rental Car Concession Services at the St. Pete-Clearwater International Airport for County; and

WHEREAS, Section 22.19 ("Entirety of Agreement")) of the Agreement permits modification by mutual written agreement of the parties; and

WHEREAS, the County and the Contractor now wish to modify the Agreement in order to provide for a time only extension of the agreement, at the same prices, terms, and conditions;

NOW THEREFORE, the Parties agree that the Agreement is amended as follows:

1. In accordance with section 3.02 ("Term"), the term of the Agreement is hereby extended one (1) year from October 1, 2025, to September 30, 2026.
2. Except as changed or modified herein, all provisions and conditions of the original Agreement and any amendments thereto shall remain in full force and effect.

Each Party to this Amendment represents and warrants that: (i) it has the full right and authority and has obtained all necessary approvals to enter into this Amendment; (ii) each person executing this Amendment on behalf of the Party is authorized to do so; (iii) this Amendment constitutes a valid and legally binding obligation of the Party, enforceable in accordance with its terms.

IN WITNESS WHEREOF the Parties herein have caused this Second Amendment to be executed by their undersigned officials, who are duly authorized to bind the Parties to the Agreement.

Pinellas County, a political subdivision of the
State of Florida:


Signature

Printed Name

Printed Title

Date

Contractor:


Signature

Rob Wilson

Printed Name

VP/GM

Printed Title

5/14/2025

Date

APPROVED AS TO FORM

By: Keiah Townsend
Office of the County Attorney

SECOND AMENDMENT

This Amendment is made and entered into on the date last executed below ("Effective Date"), by and between Pinellas County, a political subdivision of the State of Florida, hereinafter referred to as "County," and Avis Budget Car Rental, LLC hereinafter referred to as "Contractor," (individually referred to as "Party", collectively "Parties").

WITNESSETH:

WHEREAS, the County and the Contractor entered into an agreement on October 1, 2021, pursuant to Pinellas County Contract No. 21-0413-R (hereinafter "Agreement") pursuant to which the Contractor agreed to provide Rental Car Concession Services at the St. Pete-Clearwater International Airport for County; and

WHEREAS, Section 22.19 ("Entirety of Agreement")) of the Agreement permits modification by mutual written agreement of the parties; and

WHEREAS, the County and the Contractor now wish to modify the Agreement in order to provide for a time only extension of the agreement, at the same prices, terms, and conditions;

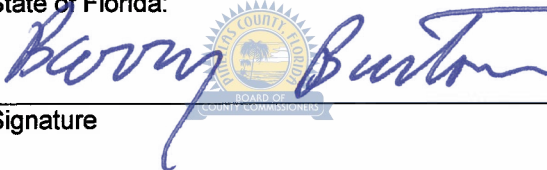
NOW THEREFORE, the Parties agree that the Agreement is amended as follows:

1. In accordance with section 3.02 ("Term"), the term of the Agreement is hereby extended one (1) year from October 1, 2025, to September 30, 2026.
2. Except as changed or modified herein, all provisions and conditions of the original Agreement and any amendments thereto shall remain in full force and effect.

Each Party to this Amendment represents and warrants that: (i) it has the full right and authority and has obtained all necessary approvals to enter into this Amendment; (ii) each person executing this Amendment on behalf of the Party is authorized to do so; (iii) this Amendment constitutes a valid and legally binding obligation of the Party, enforceable in accordance with its terms.

IN WITNESS WHEREOF the Parties herein have caused this Second Amendment to be executed by their undersigned officials, who are duly authorized to bind the Parties to the Agreement.

Pinellas County, a political subdivision of the
State of Florida:

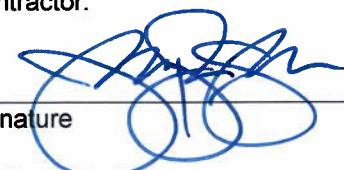

Signature

Printed Name

Printed Title

Date

Contractor:


Signature

Printed Name


Printed Title


Date

APPROVED AS TO FORM

By: Keiah Townsend
Office of the County Attorney

SECOND AMENDMENT

This Amendment is made and entered into on the date last executed below ("Effective Date"), by and between Pinellas County, a political subdivision of the State of Florida, hereinafter referred to as "County," and Enterprise Leasing Company of Florida, LLC branded as/DBA Alamo Rent A Car hereinafter referred to as "Contractor," (individually referred to as "Party", collectively "Parties").

WITNESSETH:

WHEREAS, the County and the Contractor entered into an agreement on October 1, 2021, referred to as Pinellas County Contract No. 21-0413-R (hereinafter "Agreement"), pursuant to which the Contractor agreed to provide Rental Car Concession Services at the St. Pete-Clearwater International Airport for the County; and

WHEREAS, Section 22.19 ("Entirety of Agreement")) of the Agreement permits modification by mutual written agreement of the parties; and

WHEREAS, the County and the Contractor now wish to modify the Agreement in order to provide for a time only extension of the agreement, at the same prices, terms, and conditions;

NOW THEREFORE, the Parties agree that the Agreement is amended as follows:

1. In accordance with section 3.02 ("Term"), the term of the Agreement is hereby extended for an additional year, extending the term from October 1, 2025, to September 30, 2026.
2. Except as changed or modified herein, all provisions and conditions of the original Agreement and any amendments thereto shall remain in full force and effect.

Each Party to this Amendment represents and warrants that: (i) it has the full right and authority and has obtained all necessary approvals to enter into this Amendment; (ii) each person executing this Amendment on behalf of the Party is authorized to do so; (iii) this Amendment constitutes a valid and legally binding obligation of the Party, enforceable in accordance with its terms.

IN WITNESS WHEREOF the Parties herein have caused this Second Amendment to be executed by their undersigned officials, who are duly authorized to bind the Parties to the Agreement.

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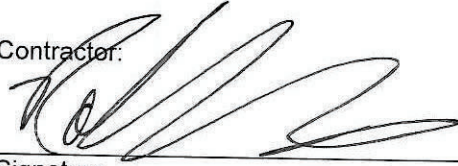
 
Signature

Printed Name

Printed Title

Date

Contractor:


Signature

Rob Wilson

Printed Name

VP/GM

Printed Title

5/14/2025

Date

APPROVED AS TO FORM

By: Keiah Townsend
Office of the County Attorney