

**LEE COUNTY PORT AUTHORITY  
PIGGYBACK/COOPERATIVE PURCHASE  
NOTICE OF WRITTEN DETERMINATION**

Vendor(s): GoApron Board Approval Req'd: ☒ Yes ☐ No

Lead Agency: The Interlocal Purchasing System (TIPS), Region 8 Education Service Center (TX)

Contract # and Title: TIPS RFP 230105 Technology Solutions, Products, and Services

Award Date: 5/5/23 Expiration Date: 5/31/28

Renewal Option: Five (5) years with a one-year (1), consecutive option for renewal.

Procurement Agent: Benjamin Ware

Product/Service being requested (if a recurring purchase, describe the scope of work/services):

**SaaS Services.** GoApron to provide to LCPA all of its gates and remote spots, **Gate Management & Aircraft Parking Solution** and automated **Landing Tracking & Financial Reporting Software Solution** (collectively, the "**Services**"). 3 year agreement for SaaS services for automated gate usage and scheduling software. This software will assign gate and aircraft parking spots in advance and on-demand and track usage with automated, user-friendly scheduling. Use of this software allows airlines and ground handlers the ability to quickly and easily request gates, remote spots and eliminates manual scheduling via phone or email.

The cooperative or piggyback contract has been evaluated and found to be appropriate because:

- ☒ Competitive requirements have been met
- ☒ Conforms to all applicable laws and best practices
- ☒ Specs, price, terms and conditions produce best value
- ☒ The lead agency has been contacted and has verified eligibility
- ☒ There are no known vendor performance or contract compliance issues
- ☒ The vendor is appropriately insured and licensed to do business in the state of Florida
- ☒ LCPA Purchasing Manual Section 5.3 allows utilization of other competitively procured contracts when the Sr./Procurement Manager determines the contract authorizes such use and it is in the best interest of the Authority. (See project folder for supporting documentation)

This procurement method is in the best interest of LCPA because of the following advantages:

The Authority has an active membership in the TIPS purchasing cooperative program which is a no-cost program that provides access to competitively procured contracts with quality vendors, assistance with the purchasing process by qualified TIPS staff, and access to pricing based on a national high-profile contract. Additionally, it is in the Authority's best interest to utilize this specific TIPS contract because it offers 40% off 1st year pricing (\$64,800), 20% off 2nd year pricing (\$86,400) & 10% off 3rd year pricing (\$97,200).

Approved by:  Date: 5.28.2024

Melissa M. Wendel, CPPO NIGP-CPP Sr. Procurement Manager ▾






# PGY24-0076BW \_ GoApron GMS Software \_Piggyback\_Cooperative Purchase\_Written Determination

Final Audit Report

2024-05-28

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## "PGY24-0076BW \_ GoApron GMS Software\_Piggyback\_Cooper ative Purchase\_Written Determination" History

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