



COUNTY OF HUMBOLDT

For the meeting of: 6/14/2022

File #: 22-682

To: Board of Supervisors

From: Aviation

Agenda Section: Consent

SUBJECT:

Purchase of three QT Pod M4000 Self-Service Fueling Systems for Garberville Airport (O16), Rohnerville Airport (FOT), and California Redwood Coast-Humboldt County Airport (ACV) and Construction Agreement with MSI Fuel Management, Inc.

RECOMMENDATION(S):

That the Board of Supervisors:

1. Approve, and authorize the Humboldt County Purchasing Agent, or designee thereof, to execute the construction agreement with MSI Fuel Management, Inc. regarding the purchase and installation of three QT Pod M4000 self-service fueling stations;
2. Authorize the Humboldt County Purchasing Agent, or designee thereof, to execute any and all subsequent amendments to the attached construction agreement;
3. Direct the Clerk of the Board to return one certified copy of the Board Order relating to this item to the Department of Aviation.

SOURCE OF FUNDING:

Aviation Enterprise Fund (3530381)

DISCUSSION:

The Humboldt County Department of Aviation offers 100LL self-service fuel at four county-owned airports - Garberville (O16), Fortuna (FOT), Murray Field (EKA) and the California Redwood Coast-Humboldt County Airport (ACV).

The existing QT Pod M3000 Self-Serve Fueling Terminals are beginning to experience significant mechanical problems and are no longer supported by the manufacturer. QT Pod announced that manufacturing of the M3000 was discontinued in 2017 and software updates, telephone support, or replacement parts would be unavailable after June 30, 2020. Although the terminals continued to operate past the June 30, 2020 support date, the department has found that the lack of replacement parts and technical support is now beginning to hinder the department's ability to provide fueling services for tenants, and visitors needing fuel, at each of these airports. The antiquated equipment does not meet the newer standards for chip card acceptance and the software which was designed for dial-up

modems operates at a much slower speed. This results in lost packets of data causing failed credit card authorizations and batches. Furthermore, staff can no longer remotely change fuel pricing or clear the transaction memory. All of the shortcomings of the antiquated equipment result in time-consuming and costly site visits to manually reset fuel prices or clear the terminal memory, and increased time in managing and administering fueling operations at all affected locations.

Sole source procurement is the purchase of goods and/or services where limitations on the supply source, necessary restrictions in specifications or standardizations, quality considerations, or where it has been determined that the goods and services are reasonably available from one and only one vendor, allowing for an exception to the competitive procurement process. The desired vendor, MSI Fuel Management, Inc., is the only vendor to offer the QT POD M4000, the newest self-serve terminal, which is designed to fit on the footprint of the previous terminal allowing for a relatively seamless upgrade and avoiding any significant infrastructure costs. By upgrading to the new QT POD 4000 the department will receive a manufacturer discount of approximately \$2,500 per location for an overall savings of approximately \$7,500. Additionally, the equipment specifications for the new self-serve fueling terminal at Murray Field, a project that was approved by your Board on March 15, 2022, will be a QT POD M4000 system, ensuring a harmonious system is installed throughout the county airport's system.

Fuel availability for the General Aviation community is essential and plays a critical role to nearby communities. Therefore, the Department of Aviation is recommending the purchase of three new self-serve fuel terminals to replace the antiquated equipment that is beginning to fail. Due to the aforementioned shortcomings of the current system, the new system would improve customer experience and reliability, as well as significantly improving staff efficiencies in managing the fueling operations.

FINANCIAL IMPACT:

The total cost of three QT Pod M4000 fueling systems, with installation, is \$66,831.98. The funding for this expenditure is included in Aviation's fiscal year 2022-23 proposed budget and will be paid for using CARES Act Funding. Therefore, there will be no impact to the General Fund.

STRATEGIC FRAMEWORK:

This action supports your Board's Strategic Framework by providing community-appropriate levels of service and, providing for and maintaining infrastructure.

OTHER AGENCY INVOLVEMENT:

N/A

ALTERNATIVES TO STAFF RECOMMENDATIONS:

The Board could choose not to approve the purchase of three new QT Pod M4000 cardlock systems. However, this alternative is not recommended as our current system is failing and without upgrading, all Humboldt County Airports will be left without the availability of self-service 100LL aviation gasoline.

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ATTACHMENTS:

1. Construction Agreement with MSI Fuel Management, Inc.

PREVIOUS ACTION/REFERRAL:

Board Order No.: D-1

Meeting of: 3/15/22

File No.: 22-295