



**AVIATION DEPARTMENT - Fort Lauderdale-Hollywood International Airport**  
2200 SW 45<sup>th</sup> Street, Suite 101 • Dania Beach, Florida 33312 • 954-359-6100

**MEMORANDUM**

**DATE:** August 11, 2020

**TO:** Brenda J. Billingsley, Director, Purchasing Division

**FROM:** Mark Gale, CEO/Director of Aviation 

**SUBJECT:** Request for Emergency Procurement of COVID 19 Cleaning and Sanitizing Services Provided by Sunshine Cleaning Systems, Inc. for Transportation Security Administration (TSA) spaces.

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The Broward County Aviation Department (BCAD) requests the emergency procurement for COVID-19 related cleaning services of the TSA Passenger Inspection Checkpoints, Checked Bag Resolution Areas (CBRA), and On Screen Alarm Resolution Procedure (OSARP) rooms at Fort Lauderdale-Hollywood International Airport (FLL). This will provide BCAD an immediate opportunity to submit interest in receiving Coronavirus Aid, Relief, and Economic Security (CARES) funding to address sanitization effort associated with COVID-19 related requirements at TSA spaces.

Sunshine Cleaning Systems, Inc. (Sunshine), is BCAD's current vendor and would be the most reasonable source, as they provide janitorial services at FLL via Agreement # BLD2117566P1. As Sunshine's FLL employees are already vetted, badged, and familiar with all the FLL locations and TSA security requirements, the implementation of these requested services can start immediately. As a result of the current pandemic there is an acute shortage of essential supplies, and the required electrostatic sprayers for the requested services are not readily available. Sunshine has several electrostatic sprayers in their equipment inventory. Additionally, familiarizing any other cleaning service provider, vetting and badging their employees will delay the implementation of the enhanced COVID-19 cleaning and sanitization services.

Approval of this request will enable BCAD to start this enhanced COVID-19 cleaning and sanitization process. TSA is currently funding a supplemental appropriation for these enhanced cleaning and sanitizing services at Airports until December 31, 2020. BCAD is requesting an emergency procurement approval in the amount of \$ 823,398.25.

BCAD is requesting that this procurement be treated as an emergency procurement, under Section 21.39 of the Procurement Code, where the Director of Purchasing or the Director's

Brenda Billingsley  
Request for Emergency Procurement  
August 10, 2020  
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designee may make or authorize others to make emergency procurements when there exists a threat to public health, welfare, safety, property or other substantial loss to the County.

Please let me know if this request meets with your approval, and if so, how best we can proceed from this point. As always, thank you for your assistance.

MEG/PG/ml

Attachments

**From:** [Grewal, Pritpaul](#)  
**To:** [Moss, Mary](#)  
**Cc:** [Byrd, Carla](#)  
**Subject:** RE: Emergency for Requisition No. AVA0001624 for COVID-19 Cleaning & Sanitization Activities at TSA Checkpoints  
**Date:** Friday, August 14, 2020 6:39:15 PM  
**Attachments:** [image006.png](#)  
[Letter from TSA-FLL FSD Jason T. Martin.pdf](#)  
[image001.png](#)  
**Importance:** High

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Hi Mary,

Thank for the quick review which is much appreciated.  
I had needed a few clarifications:

1. *Do I need to do a requisition checklist when it is an Emergency memo? The requisition checklist does adequately address emergency situations like the COVID 19 pandemic. There is no true category that applies to this current situation nor request. Please let me know what box you want me to check off and I will do so, as time is of the essence.*
2. Per the Requisition Package Checklist, your agency stated that this is a reasonable source but there's no Sole Source Justification Memorandum. Please provide the Sole Source Justification Memorandum.

*If it is being treated as an Emergency memo then why is a Sole Source Justification required. The reason for the most reasonable source are highlighted clearly in the Emergency Memo, and there is no way that any another company that is not currently badged at the Airport gets a SIDA badge overnight and start the services instantaneously. The SIDA badge process and Airport orientation can take well over a month. Any vendor performing these services has to be familiar with the current Airport environment and layout.*

3. Per the Requisition Package Checklist, completed the Solicitation Type section, which is incomplete as shown below and return the Requisition Package Checklist.

*I come to the same conclusion as Point 1, is the Solicitation Type important when this is an Emergency? Please let me know what box you want me to check.*

*BCAD is recommending that Sunshine is the most reasonable source, per the justification in the Emergency Memo and given the current pandemic. They are the only company that is badged at the Airport Terminals and have the appropriate Electrostatic Equipment to perform the emergency work. Finding another vendor that can perform these services, putting an RFP per TSA specifications, then evaluating the bids, negotiating and putting a contract in place, vetting and badging the employees, familiarizing the vendor to the Airport layout, environment, and policy and procedure will only add a few months more months to this process before these emergency services can be commenced. It is our opinion that there is no other vendor that can start these services instantaneously.*

*Please let me know if Purchasing has an another solution(s)/vendor(s) that can immediately implement COVID19 Cleaning and Sanitization services per TSA Guidelines and Recommendations at the Airport*

4. Per the Airport Reimbursement Process for COVID-19 Cleaning & Sanitization Activities, it reads "the end date of the period of performance will be 12/31/20". Does this still stand, thus, this procurement will be about 4 months?

*Yes, as it currently stands TSA is only funding this activity till 12/31/2020. They have the prerogative to extend it but the at this stage the reimbursement contract will only be till 12/31/2020. The Emergency service requested by TSA can cover COVID 19 cleaning expenses retroactively going back to May 1, 2020. These services are not being currently performed and TSA has been ascertaining when they will start. TSA has already reviewed the cleaning proposal and have not raised any objections. Please see attached memo for the TSA Federal Security Director.*

5. Per the Airport Reimbursement Process for COVID-19 Cleaning & Sanitization Activities, it reads "the end date of the period of performance will be 12/31/20". Does this still stand, thus, this procurement will be about 4 months?

I was anticipating that the start date would have been August 1, 2020 that would make the current term 5 months. By the time the memo got signed and moved through PeopleSoft, it seems that even August 15 is unrealistic. TSA is currently working on a contract modification that would reimburse the Airport retroactively going back to August 15, 2020.

The best way of looking at the cost is to break the cost down on daily basis which come out to be \$5,414.13, as TSA will only reimburse the County on the day these services commence.

August 15- August 31 = 16 Days=	\$ 86,626.08
September 1 – September 31 =30 Days =	\$ 162,423.90
October 1 – October 31 = 31 Days =	\$ 167,838.03
November 1 – November 30 =30 Days =	\$ 162,423.90
December 1- December 31 = 31 Days =	\$ 167,838.03
<b>Total</b>	<b>= \$ 747,149.32</b>

6. Per the emergency Memo, your agency wrote, Sunshine Cleaning Systems, Inc. is the current vendor which provides janitorial services at the FLL via Agreement No. BLD2117566P1. Can these services be preform using Agreement No. BLD2117566P1. If not, why?

Based on my understanding of the contract, these specialized services as requested by TSA are not part of the contract. Please indicate to me If purchasing deems that an existing line item in the contract meets TSA specific COVID 19 Cleaning and Sanitization services. When this contract was written and executed, no one anticipated that these enhanced services would be required due to the COVID-19 pandemic. Using the contract would require an amendment and that equates to additional time that is wasted not addressing these emergency needs. Furthermore, the contract does not specifically address using FDA/CDC approved COVID 19 disinfectants and electrostatic cleaning that adds to the cost of providing janitorial services.

7. Per the Sunshine Cleaning Systems, Inc. Proposal, can you please provide clarification on what is "OH" and why is Broward County is paying 12% OH /Profit for services? Is this something that we paid previously? If so, please provide documentation.

OH typically stands for Over Head Expenses. These expenses are related to the use of electrostatic equipment that Sunshine has on hand and are required per TSA's request. Under normal circumstances and if there was no COVID 19 pandemic, electrostatic equipment and FDA/CDC approved COVID 19 disinfectants would not have been used. This is an added expense that was not addressed in the current , and one would not expect that vendor is going to provide these enhanced services gratis. As you are well aware of the fact that these COVID 19 disinfectant cost a lot more than the ordinary disinfects that were used prior to the pandemic. As such these enhanced Cleaning & Sanitization cost are reflected in the OH/Profit category.

Per my aforementioned remarks, under normal circumstances OH/Profits would be included in the loaded hourly rates of the vendor. Providing these enhanced cleaning and sanitization services is an additional expense for the vendor and OH has been included.

Please note that these services are being provided on 24/7 basis, and not based on square footage. Given TSA Enhanced COVID 19 cleaning and sanitization request it would not be feasible to base these services on sqft model. It is also my understanding that enhanced COVID 19 cleaning and sanitization service cost are anywhere between \$.35/sqft to \$.40/sqft per cleaning, and that would amount to a minimum daily cost of \$35,413.20 at the Airport. The TSA Passenger Checkpoint at each of the Terminal require around the clock cleaning and sanitization services which is addressed in the proposal based on TSA requirements. As such these costs are more than reasonable.

I hope I have adequately addressed all your questions and concerns. I available anytime including this weekend to provide further clarifications to rapidly advance this effort of implementing these requested emergency services.

Please feel free to call me on my cell phone any time this weekend.

U.S. Department of Homeland Security  
Fort Lauderdale-Hollywood Int'l Airport  
1050 Lee Wagener BLVD Suite 303  
Fort Lauderdale, Florida 33315



**Transportation  
Security  
Administration**

August 12, 2020

To the TSA Real Estate Management Division,

I acknowledge and confirm that the Broward County Aviation Department has coordinated with local Transportation Security Administration (TSA) on their plan to complete enhanced cleaning per the standards documented in TSA's Enhanced Cleaning Requirements to mitigate the spread of COVID-19.

I approve of the execution of these enhanced cleaning procedures.

Thank you,

A handwritten signature in black ink, appearing to read "Jason T. Martin".

Jason T. Martin  
Federal Security Director

## TSA Confirmed COVID-19 Cases

TSA has **344** employees with active COVID-19 infections. Those individuals are staying home to help keep the traveling public safe. Since the beginning of the pandemic, TSA has cumulatively had **1,678** federal employees test positive for COVID-19. **1,334** employees have recovered, and **6** have unfortunately died as a result of the virus. We have also been notified that one screening contractor has passed away due to the virus

TSA is committed to notifying the public about airport locations where TSA employees or screening contractors have tested positive for COVID-19. The chart below lists airports with confirmed COVID-19 cases and the last date worked for the most recent screening employee who tested positive. It does not include non-airport TSA employees or contractors who have limited or no interaction with the public. Passengers who believe they may have come in contact with an infected individual within the past 14 days should follow the [CDC's recommendations](#) for travel-associated exposure.

*\*The chart includes TSA employees and screening contractors who may have had direct interaction with the public at an airport location.*

<b>Airport</b>	<b>Total Confirmed Cases</b>	<b>TSA Screening Officers</b>	<b>Non-Screening Employees</b>	<b>Last work date of most recent screening officer confirmed case</b>
ABQ - Albuquerque International Sunport	1	1		8/2/2020
ABY - Southwest Georgia Regional	1	1		7/2/2020
ACY - Atlantic City International	3	2	1	6/1/2020
	3	2	1	6/1/2020

ACY - Atlantic City International				
AIA - Alliance Municipal	1	1		5/19/2020
ALB - Albany International	1		1	
ALW - Walla Walla Regional	1	1		3/24/2020
AMA - Rick Husband Amarillo International	1	1		5/2/2020
ATL - Hartsfield-Jackson Atlanta International	77	75	2	8/13/2020
AUS - Austin - Bergstrom International	17	15	2	7/18/2020
AVL - Asheville Regional	2	2		7/26/2020
AVP - Wilkes Barre Scranton International	2	2		3/18/2020
AZA - Phoenix-Mesa Gateway	1		1	
BDL - Bradley International	4	4		6/26/2020
BFF - Western Neb. Regional/William B. Heilig Field	2	2		5/20/2020
BFL - Meadows Field	2	2		7/12/2020

BHM - Birmingham-Shuttlesworth International	3	3		8/2/2020
BLV - Scott AFB/MidAmerica	4	4		7/30/2020
BNA - Nashville International	16	16		7/22/2020
BOI - Boise Air Terminal	12	10	2	7/5/2020
BOS - Logan International	29	29		8/13/2020
BRO - Brownsville South Padre Island International	4	4		6/22/2020
BTR - Baton Rouge Metropolitan/Ryan Field	4	4		7/18/2020
BUF - Buffalo Niagara International	1	1		3/14/2020
BUR - Bob Hope	1	1		4/15/2020
BWI - Baltimore/Washington International Thurgood Marshall	27	22	5	8/3/2020
CAK - Akron-Canton Regional	1	1		7/21/2020
CHS - Charleston AFB/International	2	2		7/16/2020

CLE - Cleveland-Hopkins International	5	5		7/13/2020
CLL - Easterwood Field	3	3		6/20/2020
CLT - Charlotte Douglas International	30	24	6	8/2/2020
CMH - Columbus Airport	6	5	1	7/5/2020
CRW - Yeager	1	1		7/11/2020
CVG - Cincinnati/Northern Kentucky International	4	4		8/3/2020
DAL - Dallas Love Field	13	10	3	8/6/2020
DCA - Ronald Reagan Washington National	14	14		8/5/2020
DEN - Denver International	32	30	2	8/3/2020
DFW - Dallas/Fort Worth International	52	48	4	8/12/2020
DHN - Dothan Regional	1	1		7/15/2020
DLG - Dillingham Airport	1	1		8/4/2020
DRO - Durango La Plata County	1	1		7/4/2020
DRT - Del Rio International	1	1		7/29/2020

DTW - Detroit Metro Wayne County	20	18	2	7/27/2020
EAT - Pangborn Memorial	1	1		6/30/2020
ECP - Northwest Florida Beaches International	4	4		7/18/2020
ELP - El Paso International	2	1	1	5/20/2020
EWN - Coastal Carolina Regional	1	1		8/14/2020
EWR - Newark Liberty International	72	63	9	8/11/2020
FAR - Hector International	1	1		5/19/2020
FLG - Flagstaff	1	1		6/15/2020
FLL - Fort Lauderdale- Hollywood International	79	74	5	8/12/2020
FLO - Florence Regional	2	2		7/22/2020
FSD - Joe Foss Field	1		1	
FWA - Fort Wayne International	6	6		8/13/2020
GEG - Spokane International	3	3		7/4/2020