

**MASTER AGREEMENT #012026****CATEGORY: Airside Ground Support Equipment with Related Services and Solutions****SUPPLIER: Garsite Progress, LLC**

This Master Agreement (Agreement) is between Sourcewell, a Minnesota service cooperative located at 202 12th Street Northeast, Staples, MN 56479 (Sourcewell) and Garsite Progress, LLC, 539 S. 10th Street, Kansas City, KS 66105 (Supplier).

Sourcewell is a local government and service cooperative created under the laws of the State of Minnesota (Minnesota Statutes Section 123A.21) offering a Cooperative Purchasing Program to eligible participating government entities.

Under this Master Agreement entered with Sourcewell, Supplier will provide Included Solutions to Participating Entities through Sourcewell's Cooperative Purchasing Program.

**Article 1:
General Terms**

The General Terms in this Article 1 control the operation of this Master Agreement between Sourcewell and Supplier and apply to all transactions entered by Supplier and Participating Entities. Subsequent Articles to this Master Agreement control the rights and obligations directly between Sourcewell and Supplier (Article 2), and between Supplier and Participating Entity (Article 3), respectively. These Article 1 General Terms control over any conflicting terms. Where this Master Agreement is silent on any subject, Participating Entity and Supplier retain the ability to negotiate mutually acceptable terms.

- 1) **Purpose.** Pursuant to Minnesota law, the Sourcewell Board of Directors has authorized a Cooperative Purchasing Program designed to provide Participating Entities with access to competitively awarded cooperative purchasing agreements. To facilitate the Program, Sourcewell has awarded Supplier this cooperative purchasing Master Agreement following a competitive procurement process intended to meet compliance standards in accordance with Minnesota law and the requirements contained herein.
- 2) **Intent.** The intent of this Master Agreement is to define the roles of Sourcewell, Supplier, and Participating Entity as it relates to Sourcewell's Cooperative Purchasing Program.
- 3) **Participating Entity Access.** Sourcewell's Cooperative Purchasing Program Master Agreements are available to eligible public agencies (Participating Entities). A Participating Entity's authority to access Sourcewell's Cooperative Purchasing Program is determined through the laws of its respective jurisdiction.
- 4) **Supplier Access.** The Included Solutions offered under this Agreement may be made available to any Participating Entity. Supplier understands that a Participating Entity's use of this Agreement is at the Participating Entity's sole convenience. Supplier will educate its sales and service forces about

Sourcewell eligibility requirements and required documentation. Supplier will be responsible for ensuring sales are with Participating Entities.

- 5) **Term.** This Agreement is effective upon the date of the final signature below. The term of this Agreement is four (4) years from the effective date. The Agreement expires at 11:59 P.M. Central Time on March 13, 2030, unless it is cancelled or extended as defined in this Agreement.
- a) **Extensions.** Sourcewell and Supplier may agree to up to three (3) additional one-year extensions beyond the original four-year term. The total possible length of this Agreement will be seven (7) years from the effective date.
- b) **Exceptional Circumstances.** Sourcewell retains the right to consider additional extensions as required under exceptional circumstances.
- 6) **Survival of Terms.** Notwithstanding the termination of this Agreement, the obligations of this Agreement will continue through the performance period of any transaction entered between Supplier and any Participating Entity before the termination date.
- 7) **Scope.** Supplier is awarded a Master Agreement to provide the solutions identified in (Solicitation #012026) to Participating Entities. In Scope solutions include:

Sourcewell is seeking proposals for Airside Ground Support Equipment (GSE) with Related Services and Solutions used to maintain aircraft in airfield operation areas including but not limited to the following. New, refurbished, and leasing options related to i.-vi. below may be considered.

- i. Pushback tractors;
- ii. Ground power units, pre-conditioned air units, and air start units;
- iii. Baggage and cargo handling equipment;
- iv. Lavatory, potable water, and aircraft maintenance trucks;
- v. Passenger boarding bridges, stairs, and access ramps; and,
- vi. Aircraft re-fueling equipment.

In addition to the primary solutions offered, proposers may offer complementary products and services directly related to those GSE solutions in i.-vi. above, including but not limited to the following: rentals, GSE fleet management systems, GSE pooling services, aircraft deicing equipment, dollies, bobtail trucks, replacement parts, electric GSE and charging stations, autonomous equipment, and ducting.

Proposers may also offer related analytics software and monitoring solutions and services to the extent those solutions are directly related to and complementary to the GSE solutions in i.-vi. above. Software solutions not related to GSE will not be considered. A stand-alone offering of software solutions will not be considered.

- 8) **Included Solutions.** Supplier's Proposal to the above referenced RFP is incorporated into this Master Agreement. Only those Solutions included within Supplier's Proposal and within Scope (Included Solutions) are included within the Agreement and may be offered to Participating Entities.
- 9) **Indefinite Quantity.** This Master Agreement defines an indefinite quantity of sales to eligible

Participating Entities.

- 10) **Pricing.** Pricing information (including Pricing and Delivery and Pricing Offered tables) for all Included Solutions within Supplier's Proposal is incorporated into this Master Agreement.
- 11) **Not to Exceed Pricing.** Suppliers may not exceed the prices listed in the current Pricing List on file with Sourcwell when offering Included Solutions to Participating Entities. Participating Entities may request adjustments to pricing directly from Supplier during the negotiation and execution of any transaction.
- 12) **Open Market.** Supplier's open market pricing process is included within its Proposal.
- 13) **Supplier Representations:**
 - i) **Compliance.** Supplier represents and warrants it will provide all Included Solutions under this Agreement in full compliance with applicable federal, state, and local laws and regulations.
 - ii) **Licenses.** As applicable, Supplier will maintain a valid status on all required federal, state, and local licenses, bonds, and permits required for the operation of Supplier's business with Participating Entities. Participating Entities may request all relevant documentation directly from Supplier.
 - iii) **Supplier Warrants.** Supplier warrants that all Included Solutions furnished under this Agreement are free from liens and encumbrances, and are free from defects in design, materials, and workmanship. In addition, Supplier warrants the Solutions are suitable for and will perform in accordance with the ordinary use for which they are intended.
- 14) **Bankruptcy Notices.** Supplier certifies and warrants it is not currently in a bankruptcy proceeding. Supplier has disclosed all current and completed bankruptcy proceedings within the past seven years within its Proposal. Supplier must provide notice in writing to Sourcwell if it enters a bankruptcy proceeding at any time during the term of this Agreement.
- 15) **Debarment and Suspension.** Supplier certifies and warrants that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from programs operated by the State of Minnesota, the United States federal government, or any Participating Entity. Supplier certifies and warrants that neither it nor its principals have been convicted of a criminal offense related to the subject matter of this Agreement. Supplier further warrants that it will provide immediate written notice to Sourcwell if this certification changes at any time during the term of this Agreement.
- 16) **Provisions for non-United States federal entity procurements under United States federal awards or other awards (Appendix II to 2 C.F.R § 200).** Participating Entities that use United States federal grant or other federal funding to purchase solutions from this Agreement may be subject to additional requirements including the procurement standards of the Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards, 2 C.F.R. § 200. Participating Entities may have additional requirements based on specific funding source terms or conditions. Within this Section, all references to "federal" should be interpreted to mean the United

States federal government. The following list applies when a Participating Entity accesses Supplier's Included Solutions with United States federal funds.

- i) **EQUAL EMPLOYMENT OPPORTUNITY.** Except as otherwise provided under 41 C.F.R. § 60, all agreements that meet the definition of "federally assisted construction contract" in 41 C.F.R. § 60-1.3 must include the equal opportunity clause provided under 41 C.F.R. § 60-1.4(b), in accordance with Executive Order 11246, "Equal Employment Opportunity" (30 FR 12319, 12935, 3 C.F.R. §, 1964-1965 Comp., p. 339), as amended by Executive Order 11375, "Amending Executive Order 11246 Relating to Equal Employment Opportunity," and implementing regulations at 41 C.F.R. § 60, "Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor." The equal opportunity clause is incorporated herein by reference.

- ii) **DAVIS-BACON ACT, AS AMENDED (40 U.S.C. § 3141-3148).** When required by federal program legislation, all prime construction contracts in excess of \$2,000 awarded by non-federal entities must include a provision for compliance with the Davis-Bacon Act (40 U.S.C. § 3141-3144, and 3146-3148) as supplemented by Department of Labor regulations (29 C.F.R. § 5, "Labor Standards Provisions Applicable to Contracts Covering Federally Financed and Assisted Construction"). In accordance with the statute, contractors must be required to pay wages to laborers and mechanics at a rate not less than the prevailing wages specified in a wage determination made by the Secretary of Labor. In addition, contractors must be required to pay wages not less than once a week. The non-federal entity must place a copy of the current prevailing wage determination issued by the Department of Labor in each solicitation. The decision to award a contract or subcontract must be conditioned upon the acceptance of the wage determination. The non-federal entity must report all suspected or reported violations to the federal awarding agency. The contracts must also include a provision for compliance with the Copeland "Anti-Kickback" Act (40 U.S.C. § 3145), as supplemented by Department of Labor regulations (29 C.F.R. § 3, "Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States"). The Act provides that each contractor or subrecipient must be prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which he or she is otherwise entitled. The non-federal entity must report all suspected or reported violations to the federal awarding agency. Supplier must comply with all applicable Davis-Bacon Act provisions.

- iii) **CONTRACT WORK HOURS AND SAFETY STANDARDS ACT (40 U.S.C. § 3701-3708).** Where applicable, all contracts awarded by the non-federal entity in excess of \$100,000 that involve the employment of mechanics or laborers must include a provision for compliance with 40 U.S.C. §§ 3702 and 3704, as supplemented by Department of Labor regulations (29 C.F.R. § 5). Under 40 U.S.C. § 3702 of the Act, each contractor must be required to compute the wages of every mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than one and a half times the basic rate of pay for all hours worked in excess of 40 hours in the work week. The requirements of 40 U.S.C. § 3704 are applicable to construction work and provide that no laborer or mechanic must be required to work in surroundings or under working conditions which are unsanitary, hazardous or dangerous. These requirements do not apply to the purchases of supplies, materials, or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence. This provision is hereby incorporated

by reference into this Agreement. Supplier certifies that during the term of an award for all Agreements by Sourcewell resulting from this procurement process, Supplier must comply with applicable requirements as referenced above.

iv) **RIGHTS TO INVENTIONS MADE UNDER A CONTRACT OR AGREEMENT.** If the federal award meets the definition of “funding agreement” under 37 C.F.R. § 401.2(a) and the recipient or subrecipient wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance of experimental, developmental, or research work under that “funding agreement,” the recipient or subrecipient must comply with the requirements of 37 C.F.R. § 401, “Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements,” and any implementing regulations issued by the awarding agency. Supplier certifies that during the term of an award for all Agreements by Sourcewell resulting from this procurement process, Supplier must comply with applicable requirements as referenced above.

v) **CLEAN AIR ACT (42 U.S.C. § 7401-7671Q.) AND THE FEDERAL WATER POLLUTION CONTROL ACT (33 U.S.C. § 1251-1387).** Contracts and subgrants of amounts in excess of \$150,000 require the non-federal award to agree to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. § 7401- 7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. § 1251- 1387). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA). Supplier certifies that during the term of this Agreement it will comply with applicable requirements as referenced above.

vi) **DEBARMENT AND SUSPENSION (EXECUTIVE ORDERS 12549 AND 12689).** A contract award (see 2 C.F.R. § 180.220) must not be made to parties listed on the government wide exclusions in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 C.F.R. § 180 that implement Executive Orders 12549 (3 C.F.R. § 1986 Comp., p. 189) and 12689 (3 C.F.R. § 1989 Comp., p. 235), “Debarment and Suspension.” SAM Exclusions contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549. Supplier certifies that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation by any federal department or agency.

vii) **BYRD ANTI-LOBBYING AMENDMENT, AS AMENDED (31 U.S.C. § 1352).** Suppliers must file any required certifications. Suppliers must not have used federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any federal contract, grant, or any other award covered by 31 U.S.C. § 1352. Suppliers must disclose any lobbying with non-federal funds that takes place in connection with obtaining any federal award. Such disclosures are forwarded from tier to tier up to the non-federal award. Suppliers must file all certifications and disclosures required by, and otherwise comply with, the Byrd Anti-Lobbying Amendment (31 U.S.C. § 1352).

viii) **RECORD RETENTION REQUIREMENTS.** To the extent applicable, Supplier must comply with the record retention requirements detailed in 2 C.F.R. § 200.333. The Supplier further certifies that it will retain all records as required by 2 C.F.R. § 200.333 for a period of 3 years after

grantees or subgrantees submit final expenditure reports or quarterly or annual financial reports, as applicable, and all other pending matters are closed.

ix) **ENERGY POLICY AND CONSERVATION ACT COMPLIANCE.** To the extent applicable, Supplier must comply with the mandatory standards and policies relating to energy efficiency which are contained in the state energy conservation plan issued in compliance with the Energy Policy and Conservation Act.

x) **BUY AMERICAN PROVISIONS COMPLIANCE.** To the extent applicable, Supplier must comply with all applicable provisions of the Buy American Act. Purchases made in accordance with the Buy American Act must follow the applicable procurement rules calling for free and open competition.

xi) **ACCESS TO RECORDS (2 C.F.R. § 200.336).** Supplier agrees that duly authorized representatives of a federal agency must have access to any books, documents, papers and records of Supplier that are directly pertinent to Supplier's discharge of its obligations under this Agreement for the purpose of making audits, examinations, excerpts, and transcriptions. The right also includes timely and reasonable access to Supplier's personnel for the purpose of interview and discussion relating to such documents.

xii) **PROCUREMENT OF RECOVERED MATERIALS (2 C.F.R. § 200.322).** A non-federal entity that is a state agency or agency of a political subdivision of a state and its contractors must comply with Section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act. The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 C.F.R. § 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition, where the purchase price of the item exceeds \$10,000 or the value of the quantity acquired during the preceding fiscal year exceeded \$10,000; procuring solid waste management services in a manner that maximizes energy and resource recovery; and establishing an affirmative procurement program for procurement of recovered materials identified in the EPA guidelines.

xiii) **FEDERAL SEAL(S), LOGOS, AND FLAGS.** The Supplier cannot use the seal(s), logos, crests, or reproductions of flags or likenesses of Federal agency officials without specific pre-approval.

xiv) **NO OBLIGATION BY FEDERAL GOVERNMENT.** The U.S. federal government is not a party to this Agreement or any purchase by a Participating Entity and is not subject to any obligations or liabilities to the Participating Entity, Supplier, or any other party pertaining to any matter resulting from the Agreement or any purchase by an authorized user.

xv) **PROGRAM FRAUD AND FALSE OR FRAUDULENT STATEMENTS OR RELATED ACTS.** The Contractor acknowledges that 31 U.S.C. § 38 (Administrative Remedies for False Claims and Statements) applies to the Supplier's actions pertaining to this Agreement or any purchase by a Participating Entity.

xvi) **FEDERAL DEBT.** The Supplier certifies that it is non-delinquent in its repayment of any federal debt. Examples of relevant debt include delinquent payroll and other taxes, audit disallowance, and benefit overpayments.

xvii) **CONFLICTS OF INTEREST.** The Supplier must notify the U.S. Office of General Services, Sourcewell, and Participating Entity as soon as possible if this Agreement or any aspect related to the anticipated work under this Agreement raises an actual or potential conflict of interest (as described in 2 C.F.R. Part 200). The Supplier must explain the actual or potential conflict in writing in sufficient detail so that the U.S. Office of General Services, Sourcewell, and Participating Entity are able to assess the actual or potential conflict; and provide any additional information as necessary or requested.

xviii) **U.S. EXECUTIVE ORDER 13224.** The Supplier, and its subcontractors, must comply with U.S. Executive Order 13224 and U.S. Laws that prohibit transactions with and provision of resources and support to individuals and organizations associated with terrorism.

xix) **PROHIBITION ON CERTAIN TELECOMMUNICATIONS AND VIDEO SURVEILLANCE SERVICES OR EQUIPMENT.** To the extent applicable, Supplier certifies that during the term of this Agreement it will comply with applicable requirements of 2 C.F.R. § 200.216.

xx) **DOMESTIC PREFERENCES FOR PROCUREMENTS.** To the extent applicable, Supplier certifies that during the term of this Agreement, Supplier will comply with applicable requirements of 2 C.F.R. § 200.322.

Article 2: Sourcewell and Supplier Obligations

The Terms in this Article 2 relate specifically to Sourcewell and its administration of this Master Agreement with Supplier and Supplier's obligations thereunder.

- 1) **Authorized Sellers.** Supplier must provide Sourcewell a current means to validate or authenticate Supplier's authorized dealers, distributors, or resellers which may complete transactions of Included Solutions offered under this Agreement. Sourcewell may request updated information in its discretion, and Supplier agrees to provide requested information within a reasonable time.
- 2) **Product and Price Changes Requirements.** Supplier may request Included Solutions changes, additions, or deletions at any time. All requests must be made in writing by submitting a Sourcewell Price and Product Change Request Form to Sourcewell. At a minimum, the request must:
 - Identify the applicable Sourcewell Agreement number;
 - Clearly specify the requested change;
 - Provide sufficient detail to justify the requested change;
 - Individually list all Included Solutions affected by the requested change, along with the requested change (e.g., addition, deletion, price change); and
 - Include a complete restatement of Pricing List with the effective date of the modified pricing, or product addition or deletion. The new pricing restatement must include all Included Solutions offered, even for those items where pricing remains unchanged.

A fully executed Sourcewell Price and Product Change Request Form will become an amendment to this Agreement and will be incorporated by reference. For the avoidance of doubt, it is acknowledged that Supplier is entitled to modify its pricing from time to time at Supplier's discretion so long as Supplier submits such pricing modification in accordance with the process

outlined above.

- 3) **Authorized Representative.** Supplier will assign an Authorized Representative to Sourcewell for this Agreement and must provide prompt notice to Sourcewell if that person is changed. The Authorized Representative will be responsible for:
- Maintenance and management of this Agreement;
 - Timely response to all Sourcewell and Participating Entity inquiries; and
 - Participation in reviews with Sourcewell.

Sourcewell's Authorized Representative is its Chief Procurement Officer.

- 4) **Performance Reviews.** Supplier will perform a minimum of one review with Sourcewell per agreement year. The review will cover transactions to Participating Entities, pricing and terms, administrative fees, sales data reports, performance issues, supply chain issues, customer issues, and any other necessary information.
- 5) **Sales Reporting Required.** Supplier is required as a material element to this Master Agreement to report all completed transactions with Participating Entities utilizing this Agreement. Failure to provide complete and accurate reports as defined herein will be a material breach of the Agreement and Sourcewell reserves the right to pursue all remedies available at law including cancellation of this Agreement.
- 6) **Reporting Requirements.** Supplier must provide Sourcewell an activity report of all transactions completed utilizing this Agreement. Reports are due at least once each calendar quarter (Reporting Period). Reports must be received no later than 45 calendar days after the end of each calendar quarter. Supplier may report on a more frequent basis in its discretion. Reports must be provided regardless of the amount of completed transactions during that quarter (i.e., if there are no sales, Supplier must submit a report indicating no sales were made).

The Report must contain the following fields:

- Participating Entity Name (e.g., City of Staples Highway Department);
- Participating Entity Physical Street Address;
- Participating Entity City;
- Participating Entity State/Province;
- Participating Entity Zip/Postal Code;
- Sourcewell Participating Entity Account Number;
- Transaction Description;
- Transaction Purchased Price;
- Sourcewell Administrative Fee Applied; and
- Date Transaction was invoiced/sale was recognized as revenue by Supplier.

If collected by Supplier, the Report may include the following fields as available:

- Participating Entity Contact Name;
- Participating Entity Contact Email Address;
- Participating Entity Contact Telephone Number;

- 7) **Administrative Fee.** In consideration for the support and services provided by Sourcewell, Supplier will pay an Administrative Fee to Sourcewell on all completed transactions to Participating Entities

utilizing this Agreement. Supplier will include its Administrative Fee within its proposed pricing. Supplier may not directly charge Participating Entities to offset the Administrative Fee.

- 8) **Fee Calculation.** Supplier's Administrative Fee payable to Sourcewell will be calculated as a stated percentage (listed in Supplier's Proposal) of all completed transactions utilizing this Master Agreement within the preceding Reporting Period. For certain categories, a flat fee may be proposed. The Administrative Fee will be stated in Supplier's Proposal.
- 9) **Fee Remittance.** Supplier will remit fee to Sourcewell no later than 45 calendar days after the close of the preceding calendar quarter in conjunction with Supplier's Reporting Period obligations defined herein. Payments should note the Supplier's name and Sourcewell-assigned Agreement number in the memo; and must be either mailed to Sourcewell above "Attn: Accounts Receivable" or remitted electronically to Sourcewell's banking institution per Sourcewell's Finance department instructions.
- 10) **Noncompliance.** Sourcewell reserves the right to seek all remedies available at law for unpaid or underpaid Administrative Fees due under this Agreement. Failure to remit payment, delinquent payments, underpayments, or other deviations from the requirements of this Agreement may be deemed a material breach and may result in cancellation of this Agreement and disbarment from future Agreements.
- 11) **Audit Requirements.** Pursuant to Minn. Stat. § 16C.05, subdivision 5, the books, records, documents, and accounting procedures and practices relevant to this Agreement are subject to examination by Sourcewell and the Minnesota State Auditor for a minimum of six years from the end of this Agreement. Supplier agrees to fully cooperate with Sourcewell in auditing transactions under this Agreement to ensure compliance with pricing terms, correct calculation and remittance of Administrative Fees, and verification of transactions as may be requested by a Participating Entity or Sourcewell.
- 12) **Assignment, Transfer, and Administrative Changes.** Supplier may not assign or otherwise transfer its rights or obligations under this Agreement without the prior written consent of Sourcewell. Such consent will not be unreasonably withheld. Sourcewell reserves the right to unilaterally assign all or portions of this Agreement within its sole discretion to address corporate restructurings, mergers, acquisitions, or other changes to the Responsible Party and named in the Agreement. Any prohibited assignment is invalid. Upon request Sourcewell may make administrative changes to agreement documentation such as name changes, address changes, and other non-material updates as determined within its sole discretion.
- 13) **Amendments.** Any material change to this Agreement must be executed in writing through an amendment and will not be effective until it has been duly executed by the parties.
- 14) **Waiver.** Failure by Sourcewell to enforce any right under this Agreement will not be deemed a waiver of such right in the event of the continuation or repetition of the circumstances giving rise to such right.
- 15) **Complete Agreement.** This Agreement represents the complete agreement between the parties for the scope as defined herein. Supplier and Sourcewell may enter into separate written agreements relating specifically to transactions outside of the scope of this Agreement.

- 16) **Relationship of Sourcewell and Supplier.** This Agreement does not create a partnership, joint venture, or any other relationship such as employee, independent contractor, master-servant, or principal-agent.
- 17) **Indemnification.** Supplier must indemnify, defend, save, and hold Sourcewell, including their agents and employees, harmless from any claims or causes of action, including attorneys' fees incurred by Sourcewell, arising out of any act or omission in the performance of this Agreement by the Supplier or its agents or employees; this indemnification includes injury or death to person(s) or property alleged to have been caused by some defect in design, condition, or performance of Included Solutions under this Agreement. Sourcewell's responsibility will be governed by the State of Minnesota's Tort Liability Act (Minnesota Statutes Chapter 466) and other applicable law.
- 18) **Data Practices.** Supplier and Sourcewell acknowledge Sourcewell is subject to the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13. As it applies to all data created and maintained in performance of this Agreement, Supplier may be subject to the requirements of this chapter.
- 19) **Grant of License.**
- a) **During the term of this Agreement:**
 - i) **Supplier Promotion.** Sourcewell grants to Supplier a royalty-free, worldwide, non-exclusive right and license to use the trademark(s) provided to Supplier by Sourcewell in advertising, promotional materials, and informational sites for the purpose of marketing Sourcewell's Agreement with Supplier.
 - ii) **Sourcewell Promotion.** Supplier grants to Sourcewell a royalty-free, worldwide, non-exclusive right and license to use Supplier's trademarks in advertising, promotional materials, and informational sites for the purpose of marketing Supplier's Agreement with Sourcewell.
 - b) **Limited Right of Sublicense.** The right and license granted herein includes a limited right of each party to grant sublicenses to their respective subsidiaries, distributors, dealers, resellers, marketing representatives, partners, or agents (collectively "Permitted Sublicensees") in advertising, promotional, or informational materials for the purpose of marketing the Parties' relationship. Any sublicense granted will be subject to the terms and conditions of this Article. Each party will be responsible for any breach of this section by any of their respective sublicensees.
 - c) **Use; Quality Control.**
 - i) Neither party may alter the other party's trademarks from the form provided and must comply with removal requests as to specific uses of its trademarks or logos.
 - ii) Each party agrees to use, and to cause its Permitted Sublicensees to use, the other party's trademarks only in good faith and in a dignified manner consistent with such party's use of the trademarks. Each party may make written notice to the other regarding misuse under this section. The offending party will have 30 days of the date of the written notice to cure the issue or the license/sublicense will be terminated.

- d) **Termination.** Upon the termination of this Agreement for any reason, each party, including Permitted Sublicensees, will have 30 days to remove all Trademarks from signage, websites, and the like bearing the other party's name or logo (excepting Sourcewell's pre-printed catalog of suppliers which may be used until the next printing). Supplier must return all marketing and promotional materials, including signage, provided by Sourcewell, or dispose of it according to Sourcewell's written directions.
- 20) **Venue and Governing law between Sourcewell and Supplier Only.** The substantive and procedural laws of the State of Minnesota will govern this Agreement between Sourcewell and Supplier. Venue for all legal proceedings arising out of this Agreement between Sourcewell and Supplier will be in court of competent jurisdiction within the State of Minnesota. This section does not apply to any dispute between Supplier and Participating Entity. This Agreement reserves the right for Supplier and Participating Entity to negotiate this term to within any transaction documents.
- 21) **Severability.** If any provision of this Agreement is found by a court of competent jurisdiction to be illegal, unenforceable, or void then both parties will be relieved from all obligations arising from that provision. If the remainder of this Agreement is capable of being performed, it will not be affected by such determination or finding and must be fully performed.
- 22) **Insurance Coverage.** At its own expense, Supplier must maintain valid insurance policy(ies) during the performance of this Agreement with insurance company(ies) licensed or authorized to do business in the State of Minnesota having an "AM BEST" (or equivalent) rating of A- or better, with coverage and limits of insurance not less than the following:
- a) **Commercial General Liability Insurance.** Supplier will maintain insurance covering its operations, with coverage on an occurrence basis, and must be subject to terms no less broad than the Insurance Services Office ("ISO") Commercial General Liability Form CG0001 (2001 or newer edition), or equivalent. At a minimum, coverage must include liability arising from premises, operations, bodily injury and property damage, independent contractors, products-completed operations including construction defect, contractual liability, blanket contractual liability, and personal injury and advertising injury. All required limits, terms and conditions of coverage must be maintained during the term of this Agreement.
- \$1,500,000 each occurrence Bodily Injury and Property Damage
 - \$1,500,000 Personal and Advertising Injury
 - \$2,000,000 aggregate for products liability-completed operations
 - \$2,000,000 general aggregate
- b) **Certificates of Insurance.** Prior to execution of this Agreement, Supplier must furnish to Sourcewell a certificate of insurance, as evidence of the insurance required under this Agreement. Prior to expiration of the policy(ies), renewal certificates must be mailed to Sourcewell, 202 12th Street Northeast, Staples, MN 56479 or provided to in an alternative manner as directed by Sourcewell. The certificates must be signed by a person authorized by the insurer(s) to bind coverage on their behalf. Failure of Supplier to maintain the required insurance and documentation may constitute a material breach.
- c) **Additional Insured Endorsement and Primary and Non-contributory Insurance Clause.** Supplier agrees to list Sourcewell, including its officers, agents, and employees, as an additional insured under the Supplier's commercial general liability insurance policy with respect to liability arising

out of activities, "operations," or "work" performed by or on behalf of Supplier, and products and completed operations of Supplier. The policy provision(s) or endorsement(s) must further provide that coverage is primary and not excess over or contributory with any other valid, applicable, and collectible insurance or self-insurance in force for the additional insureds.

- d) **Waiver of Subrogation.** Supplier waives and must require (by endorsement or otherwise) all its insurers to waive subrogation rights against Sourcewell and other additional insureds for losses paid under the insurance policies required by this Agreement or other insurance applicable to the Supplier or its subcontractors. The waiver must apply to all deductibles and/or self-insured retentions applicable to the required or any other insurance maintained by the Supplier or its subcontractors. Where permitted by law, Supplier must require similar written express waivers of subrogation and insurance clauses from each of its subcontractors.
- e) **Umbrella/Excess Liability/SELF-INSURED RETENTION.** The limits required by this Agreement can be met by either providing a primary policy or in combination with umbrella/excess liability policy(ies), or self-insured retention.

23) **Termination for Convenience.** Sourcewell or Supplier may terminate this Agreement upon 60 calendar days' written notice to the other Party. Termination pursuant to this section will not relieve the Supplier's obligations under this Agreement for any transactions entered with Participating Entities through the date of termination, including reporting and payment of applicable Administrative Fees.

24) **Termination for Cause.** Sourcewell may terminate this Agreement upon providing written notice of material breach to Supplier. Notice must describe the breach in reasonable detail and state the intent to terminate the Agreement. Upon receipt of Notice, the Supplier will have 30 calendar days in which it must cure the breach. Termination pursuant to this section will not relieve the Supplier's obligations under this Agreement for any transactions entered with Participating Entities through the date of termination, including reporting and payment of applicable Administrative Fees.

Article 3:

Supplier Obligations to Participating Entities

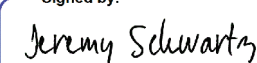
The Terms in this Article 3 relate specifically to Supplier and a Participating Entity when entering transactions utilizing the General Terms established in this Master Agreement. Article 1 General Terms control over any conflict with this Article 3. Where this Master Agreement is silent on any subject, Participating Entity and Supplier retain the ability to negotiate mutually acceptable terms.

- 1) **Quotes to Participating Entities.** Suppliers are encouraged to provide all pricing information regarding the total cost of acquisition when quoting to a Participating Entity. Suppliers and Participating Entities are encouraged to include all cost specifically associated with or included within the Suppliers proposal and Included Solutions within transaction documents.
- 2) **Shipping, Delivery, Acceptance, Rejection, and Warranty.** Supplier's proposal may include proposed terms relating to shipping, delivery, inspection, and acceptance/rejection and other relevant terms of tendered Solutions. Supplier and Participating Entity may negotiate final terms appropriate for the specific transaction relating to non-appropriation, shipping, delivery, inspection, acceptance/rejection of tendered Solutions, and warranty coverage for Included Solutions. Such

terms may include, but are not limited to, costs, risk of loss, proper packaging, inspection rights and timelines, acceptance or rejection procedures, and remedies as mutually agreed include notice requirements, replacement, return or exchange procedures, and associated costs.

- 3) **Applicable Taxes.** Participating Entity is responsible for notifying supplier of its tax-exempt status and for providing Supplier with any valid tax-exemption certification(s) or related documentation.
- 4) **Ordering Process and Payment.** Supplier’s ordering process and acceptable forms of payment are included within its Proposal. Participating Entities will be solely responsible for payment to Supplier and Sourcewell will have no liability for any unpaid invoice of any Participating Entity.
- 5) **Transaction Documents.** Participating Entity may require the use of its own forms to complete transactions directly with Supplier utilizing the terms established in this Agreement. Supplier’s standard form agreements may be offered as part of its Proposal. Supplier and Participating Entity may complete and document transactions utilizing any type of transaction documents as mutually agreed. In any transaction document entered utilizing this Agreement, Supplier and Participating Entity must include specific reference to this Master Agreement by number and to Participating Entity’s unique Sourcewell account number.
- 6) **Additional Terms and Conditions Permitted.** Participating Entity and Supplier may negotiate and include additional terms and conditions within transaction documentation as mutually agreed. Such terms may supplant or supersede this Master Agreement when necessary and as solely determined by Participating Entity. Sourcewell has expressly reserved the right for Supplier and Participating Entity to address any necessary provisions within transaction documents not expressly included within this Master Agreement, including but not limited to transaction cancellation, dispute resolution, governing law and venue, non-appropriation, insurance, defense and indemnity, force majeure, and other material terms as mutually agreed.
- 7) **Subsequent Agreements and Survival.** Supplier and Participating Entity may enter into a separate agreement to facilitate long-term performance obligations utilizing the terms of this Master Agreement as mutually agreed. Such agreements may provide for a performance period extending beyond the full term of this Master Agreement as determined in the discretion of Participating Entity.
- 8) **Participating Addendums.** Supplier and Participating Entity may enter a Participating Addendum or similar document extending and supplementing the terms of this Master Agreement to facilitate adoption as may be required by a Participating Entity.

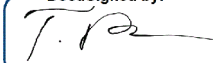
Sourcewell

Signed by:

 C0FD2A139D06489...

By: _____
 Jeremy Schwartz
 Title: Chief Procurement Officer

Date: 4/21/2026 | 9:58 AM PDT

Garsite Progress, LLC

DocuSigned by:

 7F2A109959664C5...

By: _____
 Terry N. Bosserman
 Title: Chief Commercial Officer

Date: 4/21/2026 | 9:46 AM PDT

RFP 012026 - Airside Ground Support Equipment with Related Services and Solutions

Vendor Details

Company Name: Garsite Progress, LLC
539 South 10th Street
Address: Kansas City, Kansas 66105
Contact: Jim Stewart
Email: jstewart@garsite.com
Phone: 913-279-3015
Fax: 913-342-5600
HST#: 833043289

Submission Details

Created On: Friday January 02, 2026 11:29:50
Submitted On: Tuesday January 20, 2026 13:40:12
Submitted By: Jim Stewart
Email: jstewart@garsite.com
Transaction #: f7b77002-e584-44d3-958a-e0f48a6a8fc1
Submitter's IP Address: 147.243.203.201

Specifications

Table 1: Proposer Identity & Authorized Representatives (Not Scored)

General Instructions (applies to all Tables) Sourcewell prefers a brief but thorough response to each question. Do not merely attach additional documents to your response without also providing a substantive response. Do not leave answers blank; respond “N/A” if the question does not apply to you (preferably with an explanation).

Table 1 Specific Instructions. Sourcewell requires identification of all parties responsible for providing Solutions under a resulting master agreement(s) (Responsible Supplier). Proposers are strongly encouraged to include all potential Responsible Suppliers including any corporate affiliates, subsidiaries, D.B.A., and any other authorized entities within a singular proposal. All information required under this RFP must be included for each Responsible Supplier as instructed. Proposers with multiple Responsible Supplier options may choose to respond individually as distinct entities, however each response will be evaluated individually and only those proposals recommended for award may result in a master agreement award. Unawarded entities will not be permitted to later be added to an existing master agreement through operation of Proposer’s corporate organization affiliation.

Line Item	Question	Response *
1	Provide the legal name of the Proposer authorized to submit this Proposal.	Jim Stewart
2	In the event of award, is this entity the Responsible Supplier that will execute the master agreement with Sourcewell? Y or N.	Y
3	Identify all subsidiaries, D.B.A., authorized affiliates, and any other entity that will be responsible for offering and performing delivery of Solutions within this Proposal (i.e. Responsible Supplier(s) that will execute a master agreement with Sourcewell).	PrimeFlight Aviation Service Inc., PrimeFlight Acquisitions, LLC., Garsite will execute the master agreement with Sourcewell.
4	Provide your CAGE code or Unique Entity Identifier (SAM):	3DH50 (Cage Code) Q12DN4MBEN99 (UEI)
5	Provide your NAICS code applicable to Solutions proposed.	336120
6	Proposer Physical Address:	539 S. 10th Street Kansas City, KS 66105
7	Proposer website address (or addresses):	www.garsite.com
8	Proposer’s Authorized Representative (name, title, address, email address & phone) (The representative must have authority to sign the “Proposer’s Assurance of Compliance” on behalf of the Proposer):	Terry N Bosserman, Chief Commercial Officer, 2679 S. US Hwy 23, Alvada OH 44802, tbosserman@garsite.com, 419-722-2879
9	Proposer’s primary contact for this proposal (name, title, address, email address & phone):	Mohammed El Hadi, Progress Tank Sales Director, 539 S. 10th Street, Kansas City KS 66105, melhadi@garsite.com, 913-515-4318;
10	Proposer’s other contacts for this proposal, if any (name, title, address, email address & phone):	Jim Stewart, Government Contracts Manager, 539 S. 10th Street, Lansing City KS 66105, 913-279-3015; Ann Gomez, AR& Billing Specialist, 2679 S. US Hwy 23, Alvada OH 44802, ann.gomez@garsite.com, ; Fray Llerena, Commercial Engineer, 2679 S. US Hwy 23, Alvada OH 44802, fllerena@garsite.com, 917-947-6955. Mark Sanders, Government Contracts, 539 S. 10th Street Kansas City KS 66105, msanders@garsite.com, 913-475-8796

Table 2A: Financial Viability and Marketplace Success (50 Points, applies to Table 2A and 2B)

Line Item	Question	Response *

<p>11</p>	<p>Provide a brief history of your company, including your company's core values, business philosophy, and industry longevity related to the requested Solutions.</p>	<p>Garsite is a U.S.-based manufacturer of aviation ground support and fueling equipment with more than 70 years of experience serving commercial, general aviation, military, and industrial customers. Founded in 1952, Garsite has built a long-standing reputation for designing and manufacturing durable, high-performance airside ground support solutions that meet the demanding safety, regulatory, and operational requirements of the aviation industry.</p> <p>Garsite's core business focuses on the design, engineering, and manufacture of airside ground support equipment, including aircraft refuelers, hydrant dispensers, lavatory service vehicles, potable water vehicles, carts, and related aviation support equipment. These solutions are used daily at airports and aviation facilities across the United States and internationally, directly supporting safe and efficient aircraft operations.</p> <p>The company's core values are centered on:</p> <p>Safety – prioritizing compliance with aviation, environmental, and occupational safety standards in all designs and manufacturing processes</p> <p>Quality and reliability – producing equipment engineered for long service life and consistent performance in demanding airside environments</p> <p>Customer partnership – collaborating closely with airport operators, fuel providers, and public agencies to deliver solutions tailored to operational needs</p> <p>Integrity and accountability – conducting business with transparency, responsiveness, and long-term commitment to customers</p> <p>Garsite's business philosophy emphasizes continuous improvement, engineering innovation, and responsive customer support. The company invests in modern manufacturing practices and product development to address evolving industry requirements, including sustainability initiatives, electrification, and efficiency improvements in ground support operations.</p> <p>With decades of proven industry longevity and a focused commitment to aviation ground support solutions, Garsite is well positioned to support Sourcewell Participating Entities with reliable equipment, technical expertise, and long-term product support aligned with the scope of the Airside Ground Support Equipment with Related Services and Solutions solicitation.</p>
<p>12</p>	<p>What are your company's expectations in the event of an award?</p>	<p>In the event of an award, Garsite expects to enter a collaborative partnership with Sourcewell and its Participating Entities to provide high-quality airside ground support equipment and related services in accordance with the awarded contract terms.</p> <p>Garsite anticipates actively supporting Sourcewell Participating Entities by:</p> <p>Making awarded equipment and solutions readily available through the Sourcewell cooperative purchasing process</p> <p>Providing clear, transparent pricing and contract documentation to simplify purchasing and ensure compliance</p> <p>Delivering products that meet applicable aviation, safety, and regulatory standards</p> <p>Offering responsive customer support, technical assistance, and after-sale service throughout the contract term</p> <p>Garsite also expects to work closely with Sourcewell to:</p> <p>Comply with all reporting, administrative, and contract requirements</p> <p>Participate in reasonable contract review meetings or performance discussions as requested</p> <p>Support contract promotion efforts by responding to Participating Entity inquiries and providing accurate product and solution information</p> <p>From an operational perspective, Garsite expects to leverage its existing manufacturing capabilities, distribution network, and service resources to fulfill orders efficiently while maintaining consistent quality, safety, and delivery performance. The company views a Sourcewell award as a long-term commitment to supporting public agencies with dependable airside ground support solutions and ongoing service throughout the life of the contract.</p>

13	<p>Demonstrate your financial strength and stability with meaningful data. This could include such items as financial statements, SEC filings, credit and bond ratings, letters of credit, and detailed reference letters. Upload supporting documents (as applicable) in the document upload section of your response. DO NOT PROVIDE ANY TAX INFORMATION OR PERSONALLY IDENTIFIABLE INFORMATION.</p>	<p>Garsite, LLC is a PrimeFlight company and a portfolio company of The Sterling Group and Capital Meridian Partners, both well-established private equity firms with long-term investment horizons and significant experience supporting growth in industrial and infrastructure-related businesses.</p> <p>Sterling Group and Capital Meridian Partners support PrimeFlight's and Garsite's continued growth through increased investment and disciplined execution of the company's strategic plan. This ownership structure provides strong financial backing, operational stability, and access to capital to support ongoing operations, capacity expansion, and long-term contractual obligations.</p> <p>To demonstrate financial strength and stability, the following supporting documents are provided in the upload section:</p> <p>Good Standing Letter – JPMorgan Chase Bank</p> <p>Good Standing Letter – Wells Fargo Bank</p> <p>Primeflight Acquisition Financial</p> <p>Garsite remains financially positioned to meet all obligations under Sourcewell contracts and to support participating agencies with reliable products, warranties, and long-term service.</p>	*
14	<p>What is your US market share for the Solutions that you are proposing?</p>	<p>Garsite operates in a product category that is primarily sold to the aviation and airport market segment, including commercial airports, general aviation facilities, and military aviation operations, with a smaller presence in industrial aviation and specialty support operations.</p> <p>Garsite holds an estimated 35% share of the U.S. market for airside ground support and fueling equipment. This strong market position is driven by the company's innovative, high-quality, and reliable products, as well as a comprehensive lineup that includes aircraft refuelers, hydrant dispensers, lavatory and potable water service vehicles, carts, and related GSE.</p> <p>The company's decades of proven service, consistent product performance, and commitment to safety, regulatory compliance, and customer support have established Garsite as a trusted and preferred supplier for a broad range of aviation ground support solutions</p>	*
15	<p>What is your Canadian market share for the Solutions that you are proposing?</p>	<p>Garsite holds an estimated 8% share of the Canadian market for airside ground support and fueling equipment.</p>	*
16	<p>Disclose all current and completed bankruptcy proceedings for Proposer and any included possible Responsible Party within the past seven years. Proposer must provide notice in writing to Sourcewell if it enters a bankruptcy proceeding at any time during the pendency of this RFP evaluation.</p>	<p>Garsite has never petitioned for bankruptcy protection.</p>	*
17	<p>How is your organization best described: is it a manufacturer, a distributor/dealer/reseller, or a service provider? Answer the question that best applies to your organization, either a) or b).</p> <p>a) If your company is best described as a distributor/dealer/reseller (or similar entity), provide your written authorization to act as a distributor/dealer/reseller for the manufacturer of the products proposed in this RFP. If applicable, is your dealer network independent or company owned?</p> <p>b) If your company is best described as a manufacturer or service provider, describe your relationship with your sales and service force and with your dealer network in delivering the products and services proposed in this RFP. Are these individuals your employees, or the employees of a third party?</p>	<p>Garsite is a manufacturer of aviation ground support and fueling equipment, including aircraft refuelers, hydrant dispensers, lavatory and potable water service vehicles, carts, and related GSE. The company maintains a dedicated sales and service team that is comprised entirely of Garsite employees, ensuring direct accountability, product knowledge, and consistent support for customers.</p> <p>Garsite's dealer network is structured to complement its direct sales efforts in select regions. Dealers and distributors are carefully selected and trained to provide local sales and technical support, but all major contracts, product configurations, and warranty/service commitments are managed and supported directly by Garsite. This structure allows the company to maintain quality control, regulatory compliance, and responsive service, while also leveraging local presence to serve a broad network of airports and aviation operations efficiently.</p>	*
18	<p>If applicable, provide a detailed explanation outlining the licenses and certifications that are both required to be held, and actually held, by your organization (including third parties and subcontractors that you use) in pursuit of the business contemplated by this RFP.</p>	<p>Kansas Motor Vehicle Dealer License: D-5233</p> <p>Ohio Motor Vehicle Dealer License: RE000108</p> <p>The National Board of Boiler & Pressure Vessel Inspectors: 12268</p>	*

19	Disclose all current and past debarments or suspensions for Proposer and any included possible Responsible Party within the past seven years. Proposer must provide notice in writing to Sourcewell if it enters a debarment or suspension status any time during the pendency of this RFP evaluation.	Garsite never received a suspension or disbarment	*
20	Describe any relevant industry awards or recognition that your company has received in the past five years.	Ground Support Worldwide product of the year for our UVC line.	*
21	What percentage of your sales are to the governmental sector in the past three years?	Approximately 15% of sales for the past 3 years have been to the government sector	*
22	What percentage of your sales are to the education sector in the past three years?	Less than 2% of Garsite sales for the past three years have been in the education sector. Garsite is looking forward to increasing this percentage by partnering with Sourcewell.	*
23	List all state, cooperative purchasing agreements that you hold. What is the annual sales volume for each of these agreement over the past three years?	Garsite does not hold any state or cooperative purchasing agreements. We only have a GSA and DLA contract which are multiple year contracts, and we look forward to the opportunity to work with Sourcewell and their customers on a Sourcewell contract.	*
24	List any GSA contracts or Standing Offers and Supply Arrangements (SOSA) that you hold. What is the annual sales volume for each of these contracts over the past three years?	Garsite currently holds both a GSA and a DLA contract. GSA Contract: GS-30F-0031W has been in place since 4-26-2010. This was originally a 5-year contract with 3- 5year extensions, we are currently on our 3rd 5-year extension and this contract is due to expire in 2030. Our past 3 years sales have been: 2023: Zero; 2024: \$61,590; 2025: \$167,452. The sales off the GSA have seen a decline as the majority of the customers are changing from buying off of GSA to buying off of DLA. Our DLA contract (SPE8EC-22-D-0006) which is a 5 year contract and which has been in effect since 3-9-2022 has had 3 past years of sales as: 2023: \$2,747,982; 2024: \$25,522,723; 2025:\$ 3,375,001 Prior to 2022, we had a 5 year DLA contract which was in effect from 3-2017 thru 3-2022.	*

Table 2B: References/Testimonials

Line Item 25. Supply reference information from three customers who are eligible to be Sourcewell participating entities.

Entity Name *	Contact Name *	Phone Number *	
Springfield Branson Municipal Airport	Kenneth Everson	417-868-0598	*
City of Osage Beach	Ty Dinsdale	573-302-2000	*
NAVFAC - US Navy	Monica Freow	805-982-4544	*

Table 3: Ability to Sell and Deliver Solutions (150 Points)

Describe your company's capability to meet the needs of Sourcewell participating entities across the US and Canada, as applicable. Your response should address in detail at least the following areas: locations of your network of sales and service providers, the number of workers (full-time equivalents) involved in each sector, whether these workers are your direct employees (or employees of a third party), and any overlap between the sales and service functions.

Line Item	Question	Response *

26	Sales force.	<p>Garsite's products and service solutions are delivered through a strategically integrated North American and global sales organization supported by manufacturing, refurbishment, and aftermarket resources, enabling responsive customer engagement and full lifecycle support for aviation fueling and ground service equipment.</p> <p>Garsite utilizes a company-directed sales force serving commercial, cargo, military, and business aviation customers across domestic and international markets. Sales activities are supported by a multidisciplinary team that includes:</p> <ul style="list-style-type: none"> Dedicated account managers Sales engineers providing technical sales support Parts commercial engineers After-sales engineers Customer care specialists Sales coordinators <p>This structure ensures responsive customer engagement and comprehensive pre- and post-sale support.</p> <p>The sales organization is supported by the following infrastructure:</p> <ul style="list-style-type: none"> Two (2) manufacturing facilities located in Kansas City, Kansas (U.S.) and the Free Trade Zone in Barranquilla, Colombia, supporting domestic production and global export programs Two (2) company-owned refurbishment centers in Ohio and Florida Four (4) total facilities encompassing more than 250,000 square feet of manufacturing, refurbishment, and inventory space Extensive in-stock equipment inventory, enabling accelerated lead times for both stock and custom-built equipment Centralized parts and aftermarket support, including an online parts store and dedicated technical support resources Global sales reach, with Garsite equipment operating at nearly every major U.S. airport and in more than 80 countries worldwide <p>Garsite's sales force is further supported by a broader workforce of more than 500 employees across engineering, manufacturing, quality, logistics, maintenance, and aftermarket functions. This integrated approach ensures seamless coordination and consistent customer support from initial specification and procurement through delivery, commissioning, and long-term operation.</p>
27	Describe the network of Authorized Sellers who will deliver Solutions, including dealers, distributors, resellers, and other distribution methods.	<p>Garsite delivers its products and services primarily through our direct sales team and an established network of authorized sellers, including dealers, distributors, and resellers. Each authorized seller is trained and approved to provide Garsite solutions in full compliance with Sourcewell contract requirements.</p> <p>Our authorized sellers support Sourcewell members by providing local expertise, timely delivery, and ongoing service and support. This network ensures wide geographic coverage across the United States and Canada, enabling Sourcewell members to access Garsite solutions efficiently and consistently, regardless of location.</p>
28	Service force.	<p>Garsite's service force provides inspection, maintenance, repair, refurbishment, and technical support services for aviation fueling equipment, ground fueling systems, hydrant carts, refuelers, and related fuel handling infrastructure. Services are structured to support safe, compliant, and reliable fueling operations while minimizing downtime and operational disruption.</p> <p>Service offerings include, but are not limited to:</p> <ul style="list-style-type: none"> Preventive maintenance and scheduled inspections Corrective maintenance and repair services Diagnostics and troubleshooting

Component replacement and system upgrades

Equipment refurbishment and life-extension services

Compliance inspections and documentation support

Commissioning and start-up support

Emergency service response

All services are performed by factory-trained and experienced Garsite technicians. Technicians are qualified to service Garsite-manufactured equipment and compatible fueling systems in accordance with applicable industry standards, safety requirements, and customer specifications. All work is performed in compliance with applicable federal, state, local, airport, and environmental regulations.

Normal business hours are Monday through Friday during standard local business hours. Service outside of normal business hours, including evenings, weekends, and holidays, is available when required. Emergency service support is available for critical operational, safety, or compliance-related issues.

Replacement parts, materials, and components used during service activities are supplied in accordance with manufacturer specifications and customer requirements. Services may be performed on a time-and-materials basis or under agreed service programs, depending on contract terms.

Geographic Service Coverage

Garsite provides nationwide service coverage throughout the United States and regional service coverage in Canada through a distributed service model consisting of on-site service shops, mobile field service teams, and remote/on-demand technical support, as illustrated in the Service Map.

Canada – Regional Coverage

Service locations in Canada support major aviation hubs across:

Western Canada: British Columbia (Vancouver – YVR)

Central Canada: Manitoba (Winnipeg – YWG)

Eastern Canada: Quebec (Montréal – YUL)

United States – Service Coverage by Delivery Model

Service coverage within the United States is provided through multiple service delivery models, which may overlap by state to enhance responsiveness and operational flexibility. Detailed geographic boundaries and service locations are illustrated in the Service Map.

On-Site Service Shops (GSE Maintenance)

Available in multiple states, including but not limited to: Alabama, Arizona, Arkansas, California, Colorado, Connecticut, Florida, Georgia, Idaho, Illinois, Iowa, Kansas, Kentucky, Louisiana, Maine, Maryland, Massachusetts, Michigan, Minnesota, Mississippi, Missouri, Nebraska, Nevada, New Hampshire, New Jersey, New York, North Carolina, Ohio, Oklahoma, Oregon, Pennsylvania, Rhode Island, South Carolina, Tennessee, Texas, Utah, Vermont, Virginia, Washington, West Virginia, and Wisconsin.

Mobile On-Site Service

Available in select states to provide flexible field support, including but not limited to: Alabama, California, Delaware, Georgia, Illinois, Indiana, Louisiana, Michigan, Minnesota, Nevada, Ohio, Texas, and Wisconsin.

Remote / On-Demand Technical Support

Available nationwide, including coverage for Alaska, Hawaii, Montana, New Mexico, North Dakota, South Dakota, Wyoming, and other low-density or remote service areas.

		Garsite delivers comprehensive nationwide service coverage across the United States, complemented by strategically located regional service support in Canada. By integrating permanent on-site service shops, mobile field service teams, and remote technical support, Garsite provides scalable, compliant, and responsive service coverage for single-site or multi-location of airport operations. Service delivery models may overlap by region to ensure consistent service quality and timely response based on customer operational requirements. See Table 3 Service Map attached	
29	Describe the ordering process. If orders will be handled by distributors, dealers or others, explain the respective roles of the Proposer and others.	The Sourcewell member or dealer will contact a Garsite team member (Contract Administrator) for initial information, contract questions, and quotations. Garsite will provide the member or dealer with a quotation that meets all Sourcewell contract requirements, terms, and conditions. The Sourcewell member will issue a purchase order directly to Garsite.	*
30	Describe in detail the process and procedure of your customer service program, if applicable. Include your response-time capabilities and commitments, as well as any incentives that help your providers meet your stated service goals or promises.	Any Sourcewell member in need of customer service is encouraged to contact Garsite's dedicated service team directly. Our team maintains a ready inventory of parts to quickly address member needs and includes factory-trained service staff to handle all service requests efficiently. Garsite addresses warranty, service, and parts issues promptly, with a commitment to provide a corrective response or action within 12 to 24 hours. Our service teams are available 24/7 to assist with troubleshooting and repairs. For cases requiring factory intervention, we aim to close each case within five days or less.	*
31	Describe your ability and willingness to provide your products and services to Sourcewell participating entities.	Garsite is fully committed and prepared to provide our products and services to all Sourcewell participating entities. We have the operational capacity, experienced staff, and logistical resources to support members across all regions. Our team works closely with each member to ensure timely delivery, accurate fulfillment, and responsive customer support. We are dedicated to meeting the unique needs of Sourcewell members and are willing to accommodate special requests, including expedited orders, customized solutions, and ongoing service support. Garsite's infrastructure and commitment to quality ensure that all participating entities receive consistent, reliable service in accordance with Sourcewell contract requirements.	*
32	Describe your ability and willingness to provide your products and services to Sourcewell participating entities in Canada.	Garsite is positioned and willing to provide its products and services to Sourcewell participating entities throughout Canada. Service support is delivered through a cross-border service model utilizing regional service locations, mobile field service, and remote technical support. As shown in the Service Map, Garsite maintains service presence in Vancouver, Winnipeg, and Montréal, enabling regional coverage across Western, Central, and Eastern Canada and supporting service delivery throughout Canadian territory.	*
33	Identify any geographic areas of the United States or Canada that you will NOT be fully serving through the proposed agreement.	Garsite does not anticipate any difficulties in providing exceptional levels of sales and service to Sourcewell participating entities in any geographic area of the United States or Canada.	*
34	Identify any account type of Participating Entity which will not have full access to your Solutions if awarded an agreement, and the reasoning for this.	All types of Sourcewell participating entities will have full access to Garsite's products and services if this agreement is awarded. We do not restrict access based on entity type, size, or location. Our goal is to ensure that every Sourcewell member can fully benefit from the solutions, support, and services we provide.	*
35	Define any specific requirements or restrictions that would apply to our participating entities in Hawaii and Alaska and in US Territories.	Garsite is committed to providing full access to our products and services to Sourcewell participating entities in Hawaii, Alaska, and U.S. Territories. Standard service and product availability will apply; however, certain shipping or delivery timelines may be extended due to geographic location and carrier limitations. Any such potential delays will be communicated clearly to the member at the time of order to ensure transparency and proper planning.	*
36	Will Proposer extend terms of any awarded master agreement to nonprofit entities?	Yes. Garsite will extend the terms of any awarded Sourcewell master agreement to nonprofit entities. Our goal is to ensure that eligible nonprofit organizations have the same access to products, services, and pricing as other participating entities, in full compliance with the contract terms and conditions.	*

Table 4: Marketing Plan (100 Points)

Line Item	Question	Response *
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<p>37</p>	<p>Describe your marketing strategy for promoting this opportunity. Upload representative samples of your marketing materials (if applicable) in the document upload section of your response.</p>	<p>Garsite, a subsidiary of PrimeFlight Aviation Services, brings more than a century of experience delivering high-quality manufacturing and aviation support solutions. Supported by PrimeFlight's extensive operational footprint, we serve multiple segments of the aviation industry with proven expertise in safety-critical, large-scale airport environments.</p> <p>Our solutions-driven leadership team brings deep experience managing complex airport operations on behalf of commercial airlines. With a strategic focus on safety, operational planning, and leadership development, we deliver consistent, reliable service while setting the standard for commercial aviation support.</p> <p>A core differentiator is our investment in people. We cultivate a safe, engaged, and performance-driven culture through comprehensive training, professional development, and advancement opportunities. This commitment enables our teams to deliver superior service through accountability, communication, and continuous improvement.</p> <p>Garsite and PrimeFlight Aviation Services deliver industry-leading ground support equipment (GSE) maintenance and lifecycle support to ensure safe, efficient airport operations. Through PrimeFlight GSE Maintenance, we provide specialized repair and maintenance services for fueling equipment, GSE, ULDs, galley carts, passenger loading bridges, and baggage systems.</p> <p>Our global network includes more than 500 expert mechanics, 60 full-service maintenance shops, an expanding mobile service fleet, and 20 specialized engineers—providing responsive, long-term support wherever our customers operate.</p> <p>To drive awareness and adoption of the Sourcewell agreement, Garsite will implement a coordinated, multi-channel communications strategy targeting both current and prospective Members. Messaging and collateral will be distributed through targeted email campaigns, highlighted on our social media channels, hosted on Garsite.com, featured in Garsite's monthly Constant Contact newsletter, and made available in print. This integrated approach ensures consistent, relevant engagement across preferred communication channels.</p> <p>In coordination with Sourcewell, Garsite will amplify outreach to state, provincial, local, educational, and non-profit agencies through a digitally enabled advocacy plan, including:</p> <ul style="list-style-type: none"> A press release announcing the Sourcewell contract to aviation and relevant industry publications Social media promotion across Garsite and PrimeFlight Aviation Services platforms An update to the Garsite News page highlighting the partnership Promotion of the Garsite–Sourcewell partnership at trade shows and government conferences <p>This cohesive strategy strengthens awareness, drives engagement, and reinforces Garsite's position as a trusted and accessible Sourcewell partner.</p> <p>Included documents: GSE services with GSE Maintenance map, ex. Press Releases, Newsletters, Social Media posts, Content Calendar etc.</p>
<p>38</p>	<p>Describe your use of technology and digital data (e.g., social media, metadata usage) to enhance marketing effectiveness.</p>	<p>Garsite leverages a technology-driven marketing approach aligned with best practices in competitive commercial markets to enhance reach, relevance, and engagement. Our digital presence spans major social media platforms, including LinkedIn and Facebook, complemented by targeted email drip campaigns delivered through Constant Contact and integrated sales and marketplace platforms such as Machinio and Controller.</p> <p>Digital data plays a central role in shaping marketing effectiveness. Garsite utilizes online customer interactions, transactional data, and engagement analytics to inform campaign strategy and optimize messaging. Marketing efforts are primarily focused on digital channels—social media, email, and search engine optimization (SEO)—to ensure consistent visibility and measurable performance.</p> <p>To support Sourcewell, Garsite is backed by an experienced marketing team that actively adopts emerging tools and innovations to drive relevance, competitiveness, and clarity of Sourcewell's value to Members. SEO strategies enhance the discoverability of Garsite.com through technical optimization and content development, improving accessibility and relevance for Sourcewell Members. Performance is tracked using third-party analytics tools such as Hootsuite and Google Analytics, measuring keyword rankings, traffic, and engagement to continuously refine results and improve the Member experience.</p> <p>Beyond digital channels, Garsite applies data-driven targeting at trade shows and industry events, using customer research, demographic insights, and statistical modeling to engage Sourcewell Members with relevant products and solutions. This integrated, analytics-based approach ensures efficient outreach, informed decision-making, and measurable marketing impact.</p>

39	In your view, what is Sourcewell's role in promoting agreements arising out of this RFP? How will you integrate a Sourcewell-awarded agreement into your sales process?	Garsite would look to Sourcewell as a resource to contact should we have any contractual questions during the term of the contract. We would ask for any help with marketing materials that you may have either in brochure form or on your website. With industry exposure through trade show presence, Garsite would view this contract as a valuable collaboration between two great companies.	*
40	Are your Solutions available through an e-procurement ordering process? If so, describe your e-procurement system and how governmental and educational customers have used it.	Because of the customization structure that is available for our units, we have not found an e-procurement system that would be a good fit for Garsite and our customers. Because there are many requirements and regulations with the fueling aspect of our vehicles, our knowledgeable sales team is there to assist the customer throughout the entire process to ensure the proper choosing of components to ensure full compliance. Garsite would add our products to the Sourcewell e-procurement system however we would strongly encourage Sourcewell members to work with a Garsite representative when placing an order.	*

Table 5A: Value-Added Attributes (100 Points, applies to Table 5A and 5B)

Line Item	Question	Response *	
41	Describe any product, equipment, maintenance, or operator training programs that you offer to Sourcewell participating entities. Include details, such as whether training is standard or optional, who provides training, and any costs that apply.	When our customers purchase a piece of equipment from Garsite, not only do they receive a high-quality product, but we also offer to the customer on-site training that includes an in-depth review of your purchased unit with one of our highly trained technicians. Garsite has several personnel located throughout our various locations that are well versed in the operations/construction of our equipment and are also trained to conduct this on-site training. We will train the personnel on how to operate, how to maintain, as well as what to be on the lookout for while operating your piece of equipment. We will do both a thorough walk around the equipment explaining in detail what each individual piece of equipment is and also how it is used on your vehicle and once we are done with that, we will do an actual hands-on operation using the actual unit that you purchased. As a standard, this on-site training usually has a cost associated with it, but Garsite has chosen to include any Sourcewell customers that are located in the lower 48 for this on-site training at NO COST. If any customers outside the lower 48 require this training, we will conduct it for whatever the travel expense (Airfare, Hotel) costs Garsite, the actual training will be at NO COST.	*
42	Describe in detail your warranty program, including conditions and requirements to qualify, claims procedure, and overall structure. You may upload representative samples of your warranty materials (if applicable) in the document upload section of your response.	All Garsite equipment is manufactured to high quality standards, and each piece of equipment is thoroughly inspected by our quality department and the production manager prior to it leaving our facility and before arriving at the customers' location. But we do know that as with all manufactured pieces of equipment, there can be times when something does fail and could render the equipment inoperable. In situations where that may happen, Garsite is there to get you back up and running in short order. There are a couple of ways that the customers can contact Garsite. The first would be to call our phone number that is listed on the Garsite serial number tag that is attached to every piece of equipment that we manufacture. Once you call that number you would then you would then enter the number listed on the message to contact either our technical department or our contact our warranty department. The second way would be to go on our webpage www.garsite.com , click on the contact us tab and then click on the Service & Warranty Request link where a warranty form will pop up, you can enter your information on this sheet and hit the submit button. This form will be sent out to a group of people at the Garsite facility that deal with customer service/warranty, and they will reach out to the customer to take care of the issue. The warranty for Garsite equipment is 12 months for the complete unit and 2 years on aluminum or stainless-steel product tanks. (See attached our warranty sheet)	*
43	Describe any technological advances that your proposed Solutions offer.	Garsite is always looking for new and innovative ways to improve our products. Our engineering department is always looking for ways to better our refueler designs and make them user friendly and efficient. Some designs that have been implemented are: Common main run wiring harness, we utilize a plug & play master harness that can easily be adapted for any potential add-on's a customer may want on a stock unit, canbuss system, the advantage to this system is that we can write logic into the system that will automatically do the actions we need such as if we pull out an overwing nozzle from the holder the logic will automatically open and close the appropriate valving so that only overwing fueling can be performed and the operator error possibility is eliminated making the unit safer to operate. We put on our units backup cameras so that the drivers can see what is on all sides of the unit before moving it. Some of the latest improvements we are looking at are ways to make everything more ergonomic so that we can help eliminate strains caused by the user.	*

44	Describe safety features your equipment has such as automatic braking, anti-collision sensors, stability controls, autonomous operation, and remote-control features.	<p>When the Garsite engineer team designs a product, they put a huge focus on how a system is designed from the operational design as well as from the environmental design. Safety plays a very crucial part when one of our units is built. On our fueling systems we design several safety features into the build such as a brake interlock system that automatically activates and automatically applies the parking brake whenever the PTO switch is turned on for the pump, a bottom load gate is lifted to allow for connection of the hose for filling of the tank, a nozzle is removed from the stowed position or when a defuel gate is lifted to allow a hose to connect for defueling operations. The purpose of the brake interlock system is to not allow the fueling equipment to move from its parked position whenever a fueling, defueling or filling operation is taking place. We know that there possibly could be a situation that when you are moving fuel and if certain situations arose you would want to move the fueling equipment from where it is parked and you would rather tear away a hose than have all the fuel in the area of the situation. In these emergency situations we have installed our systems with a brake override switch. The brake override switch when activated will sound an audible alarm to make you aware that the override has been activated, it will close all of the fuel valves so that the flow of fuel stops, it will disconnect the PTO stopping the pump and it will also release the emergency brake portion on the chassis which will allow for moving the chassis while still having brakes at the brake pedal for stopping the equipment. Additionally, the design includes built-in emergency shutoff buttons located at various points on the equipment, which can be used in emergency situations to stop the flow of product. Depending on the type of equipment being used there may be 1,2 or 3 of these emergency shutoffs, they all work in the same way in which whenever one of the buttons/levers are activated it will automatically close the main fuel valves which will stop the flow of product and they will disengage the pump. The emergency shutoff can be activated by personnel operating the equipment or can be activated by any individual in the area that may see an unsafe situation such as a possible fire or a fuel leak. Also built into our design is an automated process which automatically readies the equipment for the fueling application which you want to do. As an example, if you want to do overwing fueling, what you do is park the truck, set the parking brake when you get out of the cab, pull out and connect the static ground reel to what you are fueling, go to the nozzle you want to use, remove the nozzle from the holder. When you remove the nozzle from the holder the brakes are automatically applied, the appropriate valves are opened and closed automatically for the fueling application you are going to do, the pump is automatically activated and all you need to do is squeeze the handle on the nozzle and dispense fuel. Whenever a nozzle is removed or a gate is lifted, these operations are automatic and all the safety features are activated. Also built into the design are low level shutoffs and high level overflow shutoffs. With the low-level shutoff, whenever the fuel level gets to a predetermined level it will automatically disengage the pump and a low-level light will illuminate on the control panel indicating why the truck stopped flowing product. The low level is a safety feature designed into the equipment which protects the pump from running dry which can cause premature wear on the pump causing it to overheat or breakdown. The high level overflow is there as a safety feature to prevent overfills whenever you are loading fuel into the fuel tank. The overflow is built into the system to allow you to stand at ground level and not have to climb on top of the unit to look into the tank to see how much fuel can go in the tank before overflowing. The overflow is used in both the filling of the tank from the fuel fill stand and also when using the defuel option. This will help prevent any potential fuel spills from an overflow and also protect your personnel from having to climb on top of the tank and possibly slipping and falling off the unit. All of our fueling equipment is designed/built in accordance to many industry standards such as: NFPA, ATA, NATOPS, Canadian Standards, and JIG to mention a few.</p>
45	Describe any "green" initiatives that relate to your company or to your Solutions, and include a list of the certifying agency for each.	<p>Garsite is continually looking for ways to decrease our carbon footprint, such as utilizing LED or High efficiency lighting to recycling as much of the materials we use every day such as Aluminum, Stainless Steel, Rubber, Plastic, Wood, Carboard or Paper. We try to create an energy efficient work environment for all.</p>
46	Identify any third-party issued eco-labels, ratings or certifications that your company has received for the Solutions included in your Proposal related to energy efficiency or conservation, life-cycle design (cradle-to-cradle), or other green/sustainability factors.	<p>N/A</p>
47	What unique attributes does your company, your products, or your services offer to Sourcewell participating entities? What makes your proposed solutions unique in your industry as it applies to Sourcewell participating entities?	<p>Garsite prides us on being one of the premier Aviation/Vacuum manufactures in the world. Garsites reputation in the industry is that of a quality product that has years of reliable service life all at a fair price. In this industry, it is not uncommon for a customer to have to wait several months for a piece of equipment to be assembled, tested, and then shipped. Another thing that Garsite prides ourselves on is a large stocking program on various pieces of equipment in the fueling and vacuum sector, our customers know that they can contact us and if it is a standard unit there is a high chance that we have one built, on the ground and ready to ship with minimal modifications needing to be done before the unit is ready for use.</p>

Table 5B: Value-Added Attributes

Line Item	Question	Certification	Offered	Comment
48	Select any Women or Minority Business Entity (WMBE), Small Business Entity (SBE), or veteran owned business certifications that your company or hub partners have obtained. Upload documentation and a listing of dealerships, HUB partners or resellers if available. Select all that apply.		<input type="radio"/> Yes <input checked="" type="radio"/> No	Garsite is a Large Business
49		Minority Business Enterprise (MBE)	<input type="radio"/> Yes <input checked="" type="radio"/> No	Garsite is a Large Business
50		Women Business Enterprise (WBE)	<input type="radio"/> Yes <input checked="" type="radio"/> No	Garsite is a Large Business
51		Disabled-Owned Business Enterprise (DOBE)	<input type="radio"/> Yes <input checked="" type="radio"/> No	Garsite is a Large Business
52		Veteran-Owned Business Enterprise (VBE)	<input type="radio"/> Yes <input checked="" type="radio"/> No	Garsite is a Large Business
53		Service-Disabled Veteran-Owned Business (SDVOB)	<input type="radio"/> Yes <input checked="" type="radio"/> No	Garsite is a Large Business
54		Small Business Enterprise (SBE)	<input type="radio"/> Yes <input checked="" type="radio"/> No	Garsite is a Large Business
55		Small Disadvantaged Business (SDB)	<input type="radio"/> Yes <input checked="" type="radio"/> No	Garsite is a Large Business
56		Women-Owned Small Business (WOSB)	<input type="radio"/> Yes <input checked="" type="radio"/> No	Garsite is a Large Business

Table 6A: Pricing (400 Points, applies to Table 6A and 6B)

Provide detailed pricing information in the questions that follow below.

Line Item	Question	Response *
57	Describe your payment terms and accepted payment methods.	Garsite offers standard payment terms of net 30 days from the date of invoice for all Sourcewell participating entities. We accept multiple payment methods, including check, ACH/electronic transfer, and major credit cards, to provide flexibility and convenience for members. All invoices will reference the applicable Sourcewell contract and include any required documentation to ensure accurate and timely processing by participating entities.
58	Describe any equipment leasing or pooling options, describe how the program works, third parties involved, and other considerations applicable to those programs.	Garsite does not offer direct equipment leasing; however, we work with approved third-party financing partners or any leasing agency of the member's choice to provide flexible leasing options for Sourcewell participating entities. Through these partners, members can access the equipment they need with predictable costs and the ability to scale or upgrade as operational needs change. Garsite supports the process by coordinating with the leasing provider to ensure smooth delivery, setup, and ongoing support. All leasing arrangements are clearly documented, and members are provided with transparent terms, maintenance responsibilities, and return procedures in accordance with Sourcewell contract requirements.

69	Describe any standard transaction documents that you propose to use in connection with an awarded agreement (order forms, terms and conditions, service level agreements, etc.). Upload all template agreements or transaction documents which may be proposed to Participating Entities.	<p>Garsite uses standard transaction documents to ensure clarity and consistency for Sourcwell participating entities. These documents include:</p> <p>Order Forms: Used to capture product and service details, pricing, and delivery requirements.</p> <p>Terms and Conditions: Standard terms governing the sale of products and services, including warranty, payment, and liability provisions.</p> <p>Service Level Agreements (SLAs): Where applicable, SLAs define response times, service commitments, and support expectations.</p> <p>All template agreements and transaction documents will be provided to participating entities upon request.</p>	*
60	Do you accept the P-card procurement and payment process? If so, is there any additional cost to Sourcwell participating entities for using this process?	Garsite accepts the P-Card for parts and service only. A 3% processing fee applies for P-Card transactions. This payment option provides participating entities with a convenient method for purchasing parts and services while maintaining the same pricing, terms, and service standards as other payment methods.	*
61	Describe your pricing model (e.g., line-item discounts or product-category discounts). Provide detailed pricing data (including standard or list pricing and the Sourcwell discounted price) on all of the items that you want Sourcwell to consider as part of your RFP response. If applicable, provide a SKU for each item in your proposal. Upload your pricing materials (if applicable) in the document upload section of your response.	<p>Garsite offers a standardized sliding discount structure to Sourcwell participating entities based on the total pre-tax value of the base unit and selected manufacturer-listed options included in a single order. Customers select a base unit and applicable options, and any approved non-standard ("open market") items may be reviewed for compatibility and potential inclusion. Once all eligible items are identified, the total qualifying sale amount is calculated.</p> <p>The applicable discount is then applied in accordance with Garsite's published discount schedule. Freight, taxes, and other non-discountable charges are excluded from the total sale calculation.</p> <p>Most Garsite units are mounted on commercial truck chassis, with the exception of trailer-mounted units. To provide Sourcwell members with the most competitive pricing, Garsite supplies truck chassis at a pass-through cost with no additional markup. This approach allows participating entities to benefit directly from quantity discounts Garsite receives through bulk "pool chassis" purchases from chassis manufacturers.</p> <p>Sourcwell members may also elect to supply their own truck chassis for body mounting, providing additional flexibility based on individual procurement preferences and local purchasing requirements.</p>	*
62	Quantify the pricing discount represented by the pricing proposal in this response. For example, if the pricing in your response represents a percentage discount from MSRP or list, state the percentage or percentage range.	Garsite offers 2 discounts, a discount off from the list price and we also offer a volume discount. Our discount to Sourcwell customers off from our list price is a 2% discount.	*
63	Describe any quantity or volume discounts or rebate programs that you offer.	<p>We will offer to Sourcwell customers the following discount structure based on total sale.</p> <p>1/4% 250,000-750,000 3/4% 751,000-1,000,000 1% 1,000,001-1,500,000 1.5% 1,500,001-2,000,000 2% 2,000,001-3,000,000 3% 3,000,001-5,000,000 4% 5,000,001 and Up</p> <p>This is the same discount structure that is currently offered on both our GSA and DLA contracts.</p>	*
64	Propose a method of facilitating "sourced" products or related services, which may be referred to as "open market" items or "non-contracted items". For example, you may supply such items "at cost" or "at cost plus a percentage," or you may supply a quote for each such request.	Garsite will look at each request that comes in, and we will put together a quote for each request. If there are any items that the customer has requested that are not included on our base unit, those individual line items will be marked as "Open Market" and will be broken out and lined on each proposal. Pricing of Open Market items will be provided as a cost plus a fixed percentage to cover administrative and handling expenses. This approach will ensure that there are transparency and consistency with dealing with Open Market items.	*

65	Identify any element of the total cost of acquisition that is NOT included in the pricing submitted with your response. This includes all additional charges associated with a purchase that are not directly identified as freight or shipping charges. For example, list costs for items like pre-delivery inspection, installation, set up, mandatory training, or initial inspection. Identify any parties that impose such costs and their relationship to the Proposer.	Freight is not included in our base pricing as that will vary depending on the end users location. We will include Freight in our proposal but it will be added on a separate line showing that expense separate from the base unit pricing. Taxes are also not included in our base pricing as most customers may be tax exempt. If the customer requires that we include tax in our proposal to them, we will show that expense on a separate line item as well. All other elements of the total cost are in our base pricing.	*
66	If freight, delivery, or shipping is an additional cost to the Sourcewell participating entity, describe in detail the complete freight, shipping, and delivery program.	Garsite products are all shipped as FCA origin, with Freight/Shipping billed as a separate line item to the Sourcewell customer. The shipping is based on the end user location, length, width, height and weight of the product. We utilize a strong network of carriers/freight brokers that we have worked with for several years to help us move the product to our end users. All of our freight loads that we arrange for shipping are insured and when we go to Military establishment, we make sure that all drivers/carriers are US citizens and are not felons. Our in house logistics team will manage the full shipping process which will include scheduling shipments, tracking deliveries and if needed, resolve any issues that may have come up. Our team will track each movement to ensure that we are receiving cost effective and reliable shipping services from our carriers.	*
67	Specifically describe freight, shipping, and delivery terms or programs available for Alaska, Hawaii, Canada, or any offshore delivery.	<p>Garsite products are routinely shipped to all destinations throughout the world. We work closely with a number of freight brokers that specifically deal with moving shipments to any area of the world. We have the capability to move product by various means such as ocean liner or by air carrier. When we need to move product outside the US we will work with a vendor that has proven themselves to Garsite to move the product safely and efficiently so that the end user receives the product in a timely manner. All of our freight that is shipped will be delivered to the end users physical address and not just to a port. An example would be if we were shipping a truck via ocean freight, the total shipping would include: Pickup at our manufacturing facility, shipping from facility to a US port, terminal handling, ocean carrier to the destination port, customs clearance, delivery to the end user location. When we utilize an ocean vessel for shipping, we will only use roll on/roll off with underdeck stowage to help ensure that the equipment is not exposed to the ocean saltwater.</p> <p>If the item that needs shipping is a part or smaller item, these would be shipped directly to the customers address utilizing either UPS or FedEx. We have in house a shipping department that is well versed in shipping product worldwide and are able to complete the required documents that may be required for shipping internationally.</p>	*
68	Describe any unique distribution and/or delivery methods or options offered in your proposal.	Garsite typically delivers products via standard commercial freight and courier and we typically do not offer unique delivery methods. We do however take special measures to ensure that all of our products are safe for travel when being shipped such as clean/purged tank certifications, less than ¼ full chassis fuel tank, fire extinguishers properly stowed, all hoses and interlocks properly secured. If a rush delivery was required, we do have the capability to have the equipment delivered via Air Freight as an alternate option.	*

69	Specifically describe any self-audit process or program that you plan to employ to verify compliance with your proposed agreement with Sourcewell. This process includes ensuring that Sourcewell participating entities obtain the proper pricing.	<p>Garsite would ensure compliance with our contract the same way we do with our GSA and DLA contracts currently in place. We will have a dedicated quoting template that has built in pricing that is for our Sourcewell customers only. When we are quoting under this contract, our sales representatives will use only the Sourcewell quoting sheet which will automatically roll over the negotiated Sourcewell prices for the item we are quoting assuring accurate pricing. This dedicated Sourcewell price quoting sheet will be maintained on a semiannual basis by the bidding teams management to verify all pricing being quoted matches what we have on contract and will ensure that everyone is working with the most current pricing. Once a quote is put together, we will have the quote reviewed by the bidding team and also spot checked by the contract manager to ensure compliance with the terms and pricing.</p> <p>We also have a spreadsheet in place that we use to track all sales. On this spreadsheet we track items such as: Salesman who sold the project, Job number assigned, Customer name and address, Unit sold and Qty, Contract sale amount, Terms (If different), Order date, Contract Due Date, ship date, Administration Fee amount and Administration paid date. This spreadsheet is used to ensure that accurate reporting and payment of admin fees can be completed, and also helps maintain full compliance with the Sourcewell requirements.</p>	*
70	If you are awarded an agreement, provide a few examples of internal metrics that will be tracked to measure whether you are having success with the agreement.	Our Sales Management have sales goals and these sales will be monitored. Sales reports will be reviewed each quarter to look for any sales trends and to look for any sales growth quarter over quarter and year over year.	*
71	Provide a proposed Administration Fee payable to Sourcewell. The Fee is in consideration for the support and services provided by Sourcewell. The proposed Administrative Fee will be payable to Sourcewell on all completed transactions to Participating Entities utilizing this Agreement. The Administrative Fee will be calculated as a stated percentage, or flat fee as may be applicable, of all completed transactions utilizing this Master Agreement within the preceding Reporting Period defined in the agreement.	Garsite proposes a 2.5% Administrative Fee which would be paid to Sourcewell after the product has been delivered and the customer has paid Garsite. This fee would be paid quarterly per the reporting and payment schedule from Sourcewell.	*

Table 6B: Pricing Offered

Line Item	The Pricing Offered in this Proposal is: *	Comments
72	The pricing offered is as good as or better than pricing typically offered through existing cooperative contracts, state contracts, or agencies.	See attached price sheets

Table 7A: Depth and Breadth of Offered Solutions (200 Points, applies to Table 7A and 7B)

Line Item	Question	Response *
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<p>73</p>	<p>Provide a detailed description of all the Solutions offered, including used Solutions if applicable, offered in the proposal.</p>	<p>Primary solutions offered include:</p> <p>Aircraft Refueling Vehicles</p> <p>New, custom-built refuelers ranging from small to high-capacity units</p> <p>Hydrant dispensers and refuelers</p> <p>Systems designed to meet ICAO, IATA, ATA, JIG, EN, and NFPA standards if applicable</p> <p>Fuel Tankers and Transport Units</p> <p>Highway and off-road fuel tankers for aviation and industrial applications</p> <p>Aluminum and steel tank construction with internal safety systems</p> <p>Configurations adapted to regional regulations and operational environments</p> <p>Fuel Storage and Transfer Solutions</p> <p>Above-ground fuel storage tanks</p> <p>Mobile fueling units</p> <p>Integrated pumping, filtration, and metering systems</p> <p>Refurbished and Used Equipment (if applicable)</p> <p>Certified used or refurbished units, when available</p> <p>Fully inspected, tested, and upgraded to meet operational and safety requirements</p> <p>Cost-effective alternatives for immediate operational needs</p> <p>All solutions are engineered with a focus on operation efficiency, safety, durability, and long-term lifecycle value, and can be customized based on customer requirements, fleet size, fuel type, and regulatory environment.</p>
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<p>74</p>	<p>Describe services or technology offered such as maintenance, training, repair, fleet management software, lifecycle tracking and analysis or other services related to your proposed solutions.</p>	<p>In addition to equipment manufacturing and supply, Garsite provides a full suite of value-added services and technical support to ensure optimal performance throughout the lifecycle of the equipment.</p> <p>Services and technologies include:</p> <p>Maintenance and Technical Support</p> <p>Preventive and corrective maintenance guidance</p> <p>Technical documentation and service manuals</p> <p>Remote technical assistance and troubleshooting</p> <p>Training Services</p> <p>Operator and maintenance training programs</p> <p>Safety-focused training aligned with aviation fueling standards</p> <p>On-site or remote training options depending on customer needs</p> <p>Repair and Parts Support</p> <p>OEM replacement parts and components</p> <p>Repair recommendations and support for field maintenance</p> <p>Long-term parts availability to support fleet continuity</p> <p>Fleet Management and Lifecycle Support</p> <p>Support for fleet standardization and optimization</p> <p>Equipment lifecycle tracking and performance analysis</p> <p>Advisory services for fleet expansion, replacement planning, and cost optimization</p> <p>Engineering and Customization Support</p> <p>Custom design and engineering solutions</p> <p>Adaptation to local regulatory requirements</p> <p>Integration with existing fueling infrastructure</p> <p>These services are designed to maximize uptime, enhance safety, reduce total cost of ownership, and ensure regulatory compliance throughout the operational life of the equipment.</p>
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75	Within this RFP category there may be subcategories of solutions. List subcategory titles that best describe your products and services.	<p>The following subcategories best describes Garsite's products and services within this RFP category:</p> <ul style="list-style-type: none"> Aviation Fueling Equipment Aircraft Refueling Vehicles Hydrant Dispensers and Refuelers Fuel Transport Tankers Fuel Storage Systems Mobile fueling Units Maintenance and Technical Support Services Training and Safety Programs Fleet Lifecycle Management and Advisory Services Refurbished and Certified Used Equipment
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Table 7B: Depth and Breadth of Offered Solutions

Indicate below if the listed types or classes of Solutions are offered within your proposal. Provide additional comments in the text box provided, as necessary.

Line Item	Category or Type	Offered *	Comments
76	Pushback tractors	<input type="radio"/> Yes <input checked="" type="radio"/> No	No offer
77	Ground power units	<input type="radio"/> Yes <input checked="" type="radio"/> No	No offer
78	Pre-conditioned air units	<input type="radio"/> Yes <input checked="" type="radio"/> No	No offer
79	Air start units	<input type="radio"/> Yes <input checked="" type="radio"/> No	No offer
80	Baggage and cargo handling equipment	<input checked="" type="radio"/> Yes <input type="radio"/> No	Under this category Garsite will offer Bobtail Units.
81	Lavatory, potable water, and aircraft maintenance trucks	<input checked="" type="radio"/> Yes <input type="radio"/> No	Under this category Garsite will offer Potable Water Units, Lavatory Service Trucks and Catering Trucks
82	Passenger boarding bridges, stairs, and access ramps	<input type="radio"/> Yes <input checked="" type="radio"/> No	No offer
83	Aircraft re-fueling equipment	<input checked="" type="radio"/> Yes <input type="radio"/> No	Under this category Garsite will offer Avgas refueling trucks ranging from 1,000 gallons up to 1,500 gallons. Jet refueling trucks ranging from 3,000 gallons up to 10,000 gallons and a mobile refueling ladder.
84	Complementary products and services directly related to those GSE solutions above, including but not limited to the following: rentals, GSE fleet management systems, GSE pooling services, aircraft deicing equipment, dollies, bobtail trucks, replacement parts, electric GSE and charging stations, autonomous equipment, and ducting.	<input checked="" type="radio"/> Yes <input type="radio"/> No	Under this category Garsite will offer Ramp service refuelers for gasoline and diesel fuel and Above ground storage tanks and skids for aircraft refueling.

Table 8: Exceptions to Terms, Conditions, or Specifications Form

Line Item 85. NOTICE: To identify any exception, or to request any modification, to Sourcewell standard Master Agreement terms, conditions, or specifications, a Proposer must submit the proposed exception(s) or requested modification(s) via redline in the Master Agreement Template provided in the “Bid Documents” section. Proposer must upload the redline in the “Requested Exceptions” upload field. All exceptions and/or proposed modifications are subject to review and approval by Sourcewell and will not automatically be included in the Master Agreement.

Do you have exceptions or modifications to propose?	Acknowledgement *
	<input type="radio"/> Yes <input checked="" type="radio"/> No

Documents

Ensure your submission document(s) conforms to the following:

1. Documents in PDF format are preferred. Documents in Word, Excel, or compatible formats may also be provided.
2. Documents should NOT have a security password, as Sourcewell may not be able to open the file. It is your sole responsibility to ensure that the uploaded document(s) are not either defective, corrupted or blank and that the documents can be opened and viewed by Sourcewell.
3. Sourcewell may reject any response where any document(s) cannot be opened and viewed by Sourcewell.
4. If you need to upload more than one (1) document for a single item, you should combine the documents into one zipped file. If the zipped file contains more than one (1) document, ensure each document is named, in relation to the submission format item responding to. For example, if responding to the Marketing Plan category save the document as “Marketing Plan.”
 - [Pricing](#) - Pricing Section 6.pdf - Tuesday January 20, 2026 13:37:39
 - [Financial Strength and Stability](#) - Financial_Strength_and_Stability.pdf - Monday January 19, 2026 17:03:17
 - [Marketing Plan/Samples](#) - Marketing_Plan-Samples.pdf - Monday January 19, 2026 17:14:18
 - WMBE/MBE/SBE or Related Certificates (optional)
 - [Standard Transaction Document Samples](#) - Samples Transaction Documents.pdf - Tuesday January 20, 2026 08:48:15
 - Requested Exceptions (optional)
 - [Upload Additional Document](#) - Miscellaneous Documents to Submit.pdf - Tuesday January 20, 2026 08:50:50

Addenda, Terms and Conditions

PROPOSER AFFIDAVIT OF COMPLIANCE

I certify that I am an authorized representative of Proposer and have authority to submit the foregoing Proposal:

1. The Proposer is submitting this Proposal under its full and complete legal name, and the Proposer legally exists in good standing in the jurisdiction of its residence.
2. The Proposer warrants that the information provided in this Proposal is true, correct, and reliable for purposes of evaluation for award.
3. The Proposer certifies that:
 - (1) The prices in this Proposal have been arrived at independently, without, for the purpose of restricting competition, any consultation, communication, or agreement with any other Proposer or competitor relating to-
 - (i) Those prices;
 - (ii) The intention to submit an offer; or
 - (iii) The methods or factors used to calculate the prices offered.
 - (2) The prices in this Proposal have not been and will not be knowingly disclosed by the Proposer, directly or indirectly, to any other Proposer or competitor before award unless otherwise required by law; and
 - (3) No attempt has been made or will be made by Proposer to induce any other concern to submit or not to submit a Proposal for the purpose of restricting competition.
4. To the best of its knowledge and belief, and except as otherwise disclosed in the Proposal, there are no relevant facts or circumstances which could give rise to an organizational conflict of interest. An organizational conflict of interest is created when a current or prospective supplier is unable to render impartial service to Sourcewell due to the supplier's: a. creation of evaluation criteria during performance of a prior agreement which potentially influences future competitive opportunities to its favor; b. access to nonpublic and material information that may provide for a competitive advantage in a later procurement competition; c. impaired objectivity in providing advice to Sourcewell.
5. Proposer will provide to Sourcewell Participating Entities Solutions in accordance with the terms, conditions, and scope of a resulting master agreement.
6. The Proposer possesses, or will possess all applicable licenses or certifications necessary to deliver Solutions under any resulting master agreement.
7. The Proposer will comply with all applicable provisions of federal, state, and local laws, regulations, rules, and orders.
8. Proposer its employees, agents, and subcontractors are not:
 1. Included on the "Specially Designated Nationals and Blocked Persons" list maintained by the Office of Foreign Assets Control of the United States Department of the Treasury found at: <https://www.treasury.gov/ofac/downloads/sdnlist.pdf>;
 2. Included on the government-wide exclusions lists in the United States System for Award Management found at: <https://sam.gov/SAM/>; or
 3. Presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from programs operated by the State of Minnesota; the United States federal government, as applicable; or any Participating Entity. Vendor certifies and warrants that neither it nor its principals have been convicted of a criminal offense related to the subject matter of this solicitation.

By checking this box I acknowledge that I am bound by the terms of the Proposer's Affidavit, have the legal authority to submit this Proposal on behalf of the Proposer, and that this electronic acknowledgment has the same legal effect, validity, and enforceability as if I had hand signed the Proposal. This signature will not be denied such legal effect, validity, or enforceability solely because an electronic signature or electronic record was used in its formation. - Jim Stewart, Government Contracts Manager, Garsite Progress, LLC

The Proposer declares that there is an actual or potential Conflict of Interest relating to the preparation of its submission, and/or the Proposer foresees an actual or potential Conflict of Interest in performing the obligations contemplated in the solicitation proposal.

Yes No

The Bidder acknowledges and agrees that the addendum/addenda below form part of the Bid Document.

Check the box in the column "I have reviewed this addendum" below to acknowledge each of the addenda.

File Name	I have reviewed the below addendum and attachments (if applicable)	Pages
Addendum_2_Airside_Ground_Support_Equipment_RFP_012026 Thu December 18 2025 01:03 PM	<input checked="" type="checkbox"/>	2
Addendum_1_Airside_Ground_Support_Equipment_RFP_012026 Wed December 17 2025 03:33 PM	<input checked="" type="checkbox"/>	2