



JACKSONVILLE AVIATION AUTHORITY AWARDS COMMITTEE MEETING AGENDA

AUGUST 24, 2020

In accordance with JAA Standard Practice No. 216, the above-referenced meeting was properly noticed to the public pursuant to Florida's Public Meeting and Sunshine Laws and is being held at approximately 11:00 a.m. in the Procurement Conference Room of JAA's Administration Building, which is located at 14201 Pecan Park Road, Jacksonville, Florida 32218. The following represents an agenda of the items requiring action, recommendations and/or votes of JAA's Awards Committee and, pursuant to § 286.011(2), Florida Statutes, minutes of this meeting will be made available upon request. ***The vendors referenced in the award submissions below have been verified against the Excluded Parties List System maintained by the General Services Administration at <https://www.sam.gov/portal/public/SAM/>.***

****Teleconference Phone Number 1-904-900-2303, Access Code: 132 523 1391 Password: mWMEfkAM723***

****Please note this meeting is held in accordance with Governor's Order #20-69.***

Noticed Agenda Item

(Exhibits available upon request)

Item 1: AC2020-08-01

**Archery Hunting Club, Cecil Airport
Vendor: Cecil Hunt Club
(Cost: \$0 Funding: Revenue Generating)**

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Subject/Awardee: Archery Hunting (Deer and Turkey) / Cecil Hunt Club	Cost: Rev. Generator
Solicitation No: RFP 20-24-44202	Budgeted, Transferred, or Contingency: N/A
On-Going Maintenance Cost: N/A	Funding Source: N/A

Attached / Supporting Documents

- Exhibit "A"** – Evaluation Matrix
- Exhibit "B"** – SPIS Form
- Exhibit "C"** – Recommendation Supplement

BACKGROUND:

As expressed in attached Exhibit "C," Cecil Airport desires to award services associated with its Airport Archery Hunt Club, which services are necessary to manage and control wildlife movement in the area, as strongly encouraged by both the Federal Aviation Administration and the Florida Department of Transportation.


JAA worked with the Florida Forestry Service (FFS) to establish its 2,080-acre archery hunting site (increased from 1,861 in 2019). The original archery hunt club agreement for this site commenced in October 2003, with awarded contracts in 2008 and 2013. The Hunt Club was very successful as measured by the reduction of aircraft animal strikes during the last five years. As such, Cecil Airport desires to continue these archery hunt club services and, working with Procurement, issued Request for Proposals No. 20-24-44202 (RFP). The RFP was publicly advertised and posted on JAA’s website and DemandStar. JAA received one conforming proposal, which is from the incumbent, Cecil Hunt Club. Based on historical responses for this solicitation, it was deemed that further solicitation efforts would not likely result in additional competition.

RECOMMENDATION:

Cecil Airport recommends an award be made to Cecil Hunt Club, the sole bidder in response to RFP No. 20-24-44202, to provide archery hunting services (Deer and Turkey) for an initial three-year term beginning upon contract execution, with renewal options of up to two years, all in JAA’s sole discretion, based on the vendor’s annual guarantees, performance and adherence to contract terms and conditions. The total estimated revenue over the contract term is \$67,625.00.

Year No. 1	Year No. 2	Year No. 3	Renewal Year No. 1	Renewal Year No. 2
\$13,525	\$13,525	\$13,525	\$13,525	\$13,525

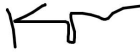
SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Verification of Funding	
Name/Title:	Kelly Dollarhide/Director, Cecil Airport
Signature:	

I have verified that, as of 8 / 12 /2020 there are budgeted funds in the above-referenced funding source that are sufficient to cover the amount of this award submission (*directors or their designees may verify funding; however, verification of an award submission that is unbudgeted or that requires transferred or contingency funding must also attach approved documentation evidencing the same*).

ORIGINATED AND SUBMITTED FOR APPROVAL BY:

Kelly Dollarhide
Director, Cecil Airport

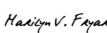



 Signature and Date

PROCUREMENT REVIEW:

Buyer: Marilyn Fryar



Signed by: Marilyn V. Fryar
Signed at: 2020-08-19 12:57:18 +00:00
Reason: Witnessing Marilyn V. Fryar

 Signature and Date

Devin J. Reed
Director of Administration

Signed by: Devin Reed
Signed at: 2020-08-19 12:58:51 +00:00
Reason: Witnessing Devin Reed





 Signature and Date

SUBMITTED FOR APPROVAL:

Kelly Dollarhide
Director, Cecil Airport

Signed by: Kelly Dollarhide
Signed at: 2020-08-19 12:54:58 +00:00
Reason: Witnessing Kelly Dollarhide



 Signature and Date

AWARDS COMMITTEE APPROVAL / DENIAL: (Vote: _____ Ayes; _____ Nays)

Meeting Date: 08/19/2020 _____

Recording Secretary

CEO APPROVAL:
Mark VanLoh
Chief Executive Officer

Signature and Date

CONDITIONS OF APPROVAL, IF ANY:



JACKSONVILLE AVIATION AUTHORITY AWARDS COMMITTEE MEETING AGENDA

AUGUST 24, 2020

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Noticed Agenda Item

(Exhibits available upon request)

Item 2: AC2020-08-02

**JAX Baggage Handling Services
Vendor: Primeflight Aviation Services
(Cost: \$1,524,901.00; Funding: 45143.77280)**

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Subject/Awardee: JAX Baggage Handling Services (BHS) / Primeflight Aviation Services	Cost: \$1,524,901.00
Solicitation No: Amendment	Budgeted, Transferred, or Contingency: Budgeted
On-Going Maintenance Cost: N/A	Funding Source: 45143.77280

Attached / Supporting Documents

Exhibit "A" – AC2015-05-2S and Contract Amendment No. 2

BACKGROUND:


The Baggage Handling System at the Jacksonville International Airport (JAX) transports checked baggage from the airline ticket counters to the TSA for screening and then forwards screened bags to the airlines for transport to the aircraft. The Jacksonville Aviation Authority (JAA) outsources the operations function of this system. PrimeFlight Aviation Services has operated this contract since 2015.

The pandemic has caused instability in the aviation industry and makes projecting future passenger traffic difficult at best. We have decreased labor hours under PrimeFlight's contract, resulting in monthly invoice expense savings of over 60% for Q2 2020 as compared to Q2 2019 (invoice average of **\$48,371** per month compared to **\$121,447**, respectively). Considering this uncertainty, the ability to maintain stability with an experienced workforce is important as JAX weathers this crisis. PrimeFlight has agreed to extend the current contract for one year with no increase in wage rates or other costs. It is advantageous for JAA to maintain the current contract and solicit proposals next year when passenger traffic has stabilized and is more predictable.

RECOMMENDATION:

Operations recommends JAA Award No. AC2015-05-2S to Primeflight Aviation Services for services associated with managing JAX's baggage handling system, be further amended to: (i) include an extension for one additional year, commencing October 1, 2020 through September 30, 2021; and (ii) increase the not-to-exceed amount by \$1,524,901.00 for a new total potential award amount of \$8,960,410.00. Funding for this award is in account 45143.77280.

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Verification of Funding	
Name/Title:	David Jones / Director, Facilities
Signature:	

I have verified that, as of **8/12/2020** there are budgeted funds in the above-referenced funding source that are sufficient to cover the amount of this award submission (*directors or their designees may verify funding; however, verification of an award submission that is unbudgeted or that requires transferred or contingency funding must also attach approved documentation evidencing the same*).

<p>ORIGINATED BY:</p> <p>Bryan Long Manager, Terminal Operations</p> <p>SUBMITTED FOR APPROVAL BY:</p> <p>Terry Dlugos Director, Operations</p> <p>SUBMITTED FOR APPROVAL BY:</p> <p>David Jones Director, Facilities</p> <p>PROCUREMENT REVIEW:</p> <p>Buyer: Monica Frazier</p> <p>Devin J. Reed Contracts & Administration Director</p> <p>SUBMITTED FOR APPROVAL:</p> <p>Anthony Cugno Chief Operating Officer</p>	<div style="text-align: right; font-size: x-small;"> <p>Signed by: Bryan Long Signed at: 2020-08-19 17:39:40 +00:00 Reason: Witnessing Bryan Long</p> </div> <div style="text-align: center; margin-bottom: 10px;">   </div> <hr style="border: 0.5px solid black;"/> <p style="text-align: center;">Signature and Date</p> <div style="text-align: right; font-size: x-small;"> <p>Signed by: Terry Dlugos Signed at: 2020-08-19 17:43:57 +00:00 Reason: Witnessing Terry Dlugos</p> </div> <div style="text-align: center; margin-bottom: 10px;">   </div> <hr style="border: 0.5px solid black;"/> <p style="text-align: center;">Signature and Date</p> <div style="text-align: right; font-size: x-small;"> <p>Signed by: David Jones Signed at: 2020-08-19 17:12:10 +00:00 Reason: Witnessing David Jones</p> </div> <div style="text-align: center; margin-bottom: 10px;">   </div> <hr style="border: 0.5px solid black;"/> <p style="text-align: center;">Signature and Date</p> <div style="text-align: right; font-size: x-small;"> <p>Signed by: Monica Frazier Signed at: 2020-08-19 17:48:34 +00:00 Reason: Witnessing Monica Frazier</p> </div> <div style="text-align: center; margin-bottom: 10px;">  </div> <hr style="border: 0.5px solid black;"/> <p style="text-align: center;">Signature and Date</p> <div style="text-align: right; font-size: x-small;"> <p>Signed by: Devin Reed Signed at: 2020-08-19 17:53:20 +00:00 Reason: Witnessing Devin Reed</p> </div> <div style="text-align: center; margin-bottom: 10px;">   </div> <hr style="border: 0.5px solid black;"/> <p style="text-align: center;">Signature and Date</p> <div style="text-align: right; font-size: x-small;"> <p>Signed by: Tony Cugno Signed at: 2020-08-19 18:56:39 +00:00 Reason: Witnessing Tony Cugno</p> </div> <div style="text-align: center; margin-bottom: 10px;">   </div> <hr style="border: 0.5px solid black;"/> <p style="text-align: center;">Signature and Date</p>
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AWARDS COMMITTEE APPROVAL / DENIAL: (Vote: _____ Ayes; _____ Nays)

Meeting Date: 08/19/2020

Recording Secretary

CEO APPROVAL:
Mark VanLoh
Chief Executive Officer

Signature and Date

CONDITIONS OF APPROVAL, IF ANY:
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Noticed Agenda Item

(Exhibits available upon request)

Item 3: AC2020-08-03

Water Chemical Treatment Services at JIA

Vendor: Johnson Controls

(Cost: \$135,328.24; Funding: 45123.77280, 77420)

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Subject/Awardee: Water Chemical Treatment Services at JIA / Johnson Controls, Inc.	Cost: \$ 135,328.24
Solicitation No: Standardization	Budgeted, Transferred, or Contingency: Budgeted
On-Going Maintenance Cost: N/A	Funding Source: 45123.77280 45123.77420

Attached / Supporting Documents

- Exhibit "A"** – Johnson Controls Planned Service Agreement Proposal
- Exhibit "B"**- AC2016-06-05S-SR

BACKGROUND:

The Jacksonville Aviation Authority (JAA) has historically maintained a contract for chiller water chemical treatment services to support the HVAC system at the Jacksonville International Airport (JAX). The HVAC chillers require the water to be monitored and chemically treated to prevent chiller damage due to scaling and corrosion. JAA’s current practice of employing separate contracts for chiller maintenance and water treatment has proven problematic, both in terms of maintaining equipment and identifying the root cause and ownership of scaling. Merging both processes under an individual contractor will alleviate risk associated with potential equipment damage and enhance JAA’s ability to monitor and control contractor performance in accordance with the scope of services. The current contract for water chemical treatment services expires on September 30, 2020.

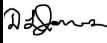
Subsequent to the award of the current water treatment contract, JAA’s Awards Committee approved Award No. AC2016-06-05S-SR establishing standardization on the Building Automation System (BAS), Metasys, for a five-year period. The standardization award includes all components of the current HVAC system. As such, Facilities requests authorization to enter into a contract for water treatment services with Johnson Controls, Inc., the current contractor for chiller preventative maintenance and proprietor of the Metasys system.

Initial Year	Option Year 1	Option Year 2
\$46,401.67 + \$4,640.16 (unforeseen repairs)	\$38,312.00 + \$3,831.20 (unforeseen repairs)	\$38,312.00 + \$3,831.20 (unforeseen repairs)

RECOMMENDATION:

Facilities recommends a properly noticed award be made to Johnson Controls, Inc., for water treatment services at JAX in a not-to-exceed amount of \$123,025.67. Facilities also recommends an additional ten percent be included for each contract term to cover unforeseen repairs or services outside the scope, for a total potential three-year not-to-exceed amount of \$135,328.24. Contract term will be October 1, 2020 – September 30, 2023 to align with the five-year Metasys standardization authorization. The authority for these unforeseen repairs is requested and budgeted within cost center 45123.77420. Funds for contractual services are budgeted within cost center 45123.77280.

SUBMISSION FOR AWARDS COMMITTEE APPROVAL



Verification of Funding	
Name/Title:	David Jones / Director, Facilities
Signature:	

I have verified that, as of **8/10/2020** there are budgeted funds in the above-referenced funding source that are sufficient to cover the amount of this award submission (*directors or their designees may verify funding; however, verification of an award submission that is unbudgeted or that requires transferred or contingency funding must also attach approved documentation evidencing the same*).

ORIGINATED BY:

Kira Zander
Facilities Administrator

Signed by: Kira Zander (Correct Email)
 Signed at: 2020-08-19 14:28:24 +00:00
 Reason: Witnessing Kira Zander (Correct)






Signature and Date

SUBMITTED FOR APPROVAL BY:

David Jones
Director, Facilities

Signed by: David Jones
 Signed at: 2020-08-19 13:56:03 +00:00
 Reason: Witnessing David Jones





Signature and Date

PROCUREMENT REVIEW:

Buyer: Monica Frazier


Signed by: Monica Frazier
 Signed at: 2020-08-19 16:24:22 +00:00
 Reason: Witnessing Monica Frazier



Signature and Date

Devin J. Reed
Contracts & Administration Director

Signed by: Devin Reed
 Signed at: 2020-08-19 16:32:38 +00:00
 Reason: Witnessing Devin Reed





Signature and Date

SUBMITTED FOR APPROVAL:

Anthony Cugno
Chief Operating Officer

Signed by: Tony Cugno
 Signed at: 2020-08-19 17:19:17 +00:00
 Reason: Witnessing Tony Cugno




Signature and Date

AWARDS COMMITTEE APPROVAL / DENIAL: (Vote: _____ Ayes; _____ Nays)

Meeting Date: 08/19/2020

Recording Secretary

CEO APPROVAL:
Mark VanLoh
Chief Executive Officer

Signature and Date

CONDITIONS OF APPROVAL, IF ANY:



JACKSONVILLE AVIATION AUTHORITY AWARDS COMMITTEE MEETING AGENDA

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Noticed Agenda Item

(Exhibits available upon request)

Item 4: AC2020-08-04

**Airport Security Guard Services, Amendment
Vendor: Allied Universal
(Cost \$160,000.00; Funding: 46104.77260)**

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Subject/Awardee: Airport Security Guard Services / Allied Universal	Cost: \$160,000.00
Solicitation No: RFP15-16-46104 Amend	Budgeted, Transferred, or Contingency: Budgeted
On-Going Maintenance Cost: N/A	Funding Source: 46104.77260

Attached / Supporting Documents

- Exhibit "A"** – JAA Award AC2015-09-03
- Exhibit "B"** – Extension Letter from Allied Universal

BACKGROUND:

In 2015, Request for Proposals No. 15-16-46104 was released for Security Guard Services at the Jacksonville International Airport (JIA) and surrounding areas. Security guards are used daily at locations to include the upper and lower level traffic curbs, Cole Flyer Vehicle Access Gate and all other areas deemed necessary. In addition to daily security assignments, security guards are fully deployed when the Department of Homeland Security's National Threat Level is raised to an elevated or imminent status, during which time JIA will activate random vehicle inspections at the entrance to the airport. JAA must maintain a critical-ready posture and be able to meet demands of increased security requirements as determined by federal directives. The Security guards are a key factor in JAA's ability to meet the current regulations and maintain a state of readiness.

As the contract due date approaches, re-soliciting the currently reduced scope of work in the current COVID-19 environment is not advantageous. As such, JAA Police are requesting an additional one-year extension to continue services for business continuity.

RECOMMENDATION:

JAA Police Department recommends approved JAA Award No. AC2015-09-03 to Allied Universal fka Allied Barton Security Services for security guard services, be amended to: (i) include an extension for one additional year, commencing on November 2, 2020 through November 1, 2021; and (ii) increase the not-to-exceed amount by \$160,000.00 with rates, terms and conditions remaining as is. Funding for this award is in account 46104.77260

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Verification of Funding	
Name/Title:	Larry "Chip" Monts
Signature:	<i>Larry Monts</i>

I have verified that, as of ___/___/2020 there are budgeted funds in the above-referenced funding source that are sufficient to cover the amount of this award submission (*directors or their designees may verify funding; however, verification of an award submission that is unbudgeted or that requires transferred or contingency funding must also attach approved documentation evidencing the same*).

ORIGINATED AND SUBMITTED FOR APPROVAL BY:

Larry "Chip" Monts
Director of Public Safety and Security

Signed by: Larry Monts
Signed at: 2020-08-19 13:40:58 +00:00
Reason: Witnessing Larry Monts

Larry Monts

Signature and Date

PROCUREMENT REVIEW:

LeNedda Edwards
Procurement Manager

Signed by: LeNedda Edwards
Signed at: 2020-08-19 08:42:36 -04:00
Reason: Witnessing LeNedda Edwards

LeNedda Edwards

Signature and Date

Devin J. Reed
Director of Administration

Signed by: Devin Reed
Signed at: 2020-08-19 16:35:15 +00:00
Reason: Witnessing Devin Reed

Devin Reed

Signature and Date

SUBMITTED FOR APPROVAL:

Tony Cugno
Chief Operating Officer

Signed by: Tony Cugno
Signed at: 2020-08-19 19:21:57 +00:00
Reason: Witnessing Tony Cugno

Tony Cugno

Signature and Date

AWARDS COMMITTEE APPROVAL / DENIAL: (Vote: _____ Ayes; _____ Nays)

Meeting Date: 08/19/2020

Recording Secretary

CEO APPROVAL:
Mark VanLoh
Chief Executive Officer

Signature and Date

CONDITIONS OF APPROVAL, IF ANY:



JACKSONVILLE AVIATION AUTHORITY AWARDS COMMITTEE MEETING AGENDA

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Noticed Agenda Item

(Exhibits available upon request)

Item 5: AC2020-08-05

**JIA Airfield Wetland Mitigation
Vendor: RSH, Inc
(Cost: \$385,600.00; Funding: Capital)**

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Subject/Awardee: JIA Airfield Wetland Mitigation / RSH, Inc.	Cost: \$385,600.00
Solicitation No: RFQ No. 19-18-42001	Budgeted, Transferred, or Contingency: Budgeted
On-Going Maintenance Cost: N/A	Funding Source: Capital
Attached / Supporting Documents	
Exhibit "A": Proposal Summary (full version available upon request)	
Exhibit "B": Evaluation Matrix	

BACKGROUND:

JAA released Request for Qualifications No. 19-18-42001 (RFQ) for design and related services associated with the Airfield Wetland Mitigation located off the end of Runway 26 at the Jacksonville International Airport (JAX). The area located off the end of Runway 26 contains approximately 41.52 acres of wetlands. In 2015, JAA adopted the current Wildlife Hazard Management Plan which recommended elimination of the wetlands. This project shall include the necessary wetland mitigation design and permitting to eliminate the wetland areas. The areas shall be cleared, filled and graded in order to maintain proper drainage to prevent standing water.

On March 5th, 2019, two responses were received and were subsequently evaluated and ranked as follows:

RSH, Inc	99.00	Pond & Company	87.00
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

Based on the results, the Evaluation Committee recommended entering into contract negotiations with RSH, Inc. (RSH). Consistent with the recommendation below, JAA has negotiated an acceptable Project Proposal with RSH.

The project budget is \$500,000 for FY19, design and permitting only.








RECOMMENDATION:

Planning and Development recommends an award be made to RSH, Inc., the higher ranked of two respondents to RFQ No. 19-18-42001, for Engineering Consultant Services on the JAX Airfield Wetland Mitigation Project, in a total not to exceed amount of \$385,600.00.

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Verification of Funding	
Name/Title:	Derek Powder, Sr Manager of Engineering & Construction
Signature:	<div style="font-size: 8px; text-align: center;">Signed by: Derek Powder Signed at: 2020-08-19 11:12:28 -04:00 Reason: Witnessing Derek Powder</div>  

I have verified that, as of ___/___/2020 there are budgeted funds in the above-referenced funding source that are sufficient to cover the amount of this award submission (*directors or their designees may verify funding; however, verification of an award submission that is unbudgeted or that requires transferred or contingency funding must also attach approved documentation evidencing the same*).

<p>ORIGINATED AND SUBMITTED FOR APPROVAL BY:</p> <p>Jaime Eaton Design & Construction Engineer</p>	<div style="font-size: 8px; text-align: center;">Signed by: Jaime Eaton Signed at: 2020-08-19 15:20:09 +00:00 Reason: Witnessing Jaime Eaton</div>   <hr style="border: 0.5px solid black;"/> <p style="text-align: center;">Signature and Date</p>
<p>PROCUREMENT REVIEW:</p> <p>Buyer: Samantha Smid</p>	<div style="font-size: 8px; text-align: center;">Signed by: Samantha Smid Signed at: 2020-08-19 11:23:31 -04:00 Reason: Witnessing Samantha Smid</div>  <hr style="border: 0.5px solid black;"/> <p style="text-align: center;">Signature and Date</p>
<p>Devin J. Reed Director of Administration</p>	<div style="font-size: 8px; text-align: center;">Signed by: Devin Reed Signed at: 2020-08-19 16:33:58 +00:00 Reason: Witnessing Devin Reed</div>   <hr style="border: 0.5px solid black;"/> <p style="text-align: center;">Signature and Date</p>
<p>SUBMITTED FOR APPROVAL:</p> <p>Tony Cugno Chief Operating Officer</p>	<div style="font-size: 8px; text-align: center;">Signed by: Tony Cugno Signed at: 2020-08-19 19:07 +00:00 Reason: Witnessing Tony Cugno</div>   <hr style="border: 0.5px solid black;"/> <p style="text-align: center;">Signature and Date</p>

AWARDS COMMITTEE APPROVAL / DENIAL: (Vote: _____ Ayes; _____ Nays)

Meeting Date: 08/19/2020

Recording Secretary

CEO APPROVAL:
Mark VanLoh
Chief Executive Officer

Signature and Date

<p>CONDITIONS OF APPROVAL, IF ANY:</p>



JACKSONVILLE AVIATION AUTHORITY AWARDS COMMITTEE MEETING AGENDA

AUGUST 24, 2020

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****Please note this meeting is held in accordance with Governor's Order #20-69.***

Noticed Agenda Item

(Exhibits available upon request)

Item 6: AC2020-08-06

Badge Training

Vendor: SSI

(Cost: \$52,500.00; Funding: 24001)

Sole Source Purchase Posting 8/12/20-8/24/20

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Subject/Awardee: Badge Training / SSI	Cost: \$52,500.00
Solicitation No: Sole Source Budgeted, Transferred, or Contingency: Budgeted	
On-Going Maintenance Cost: \$17,500	Funding Source: 24001.77280
Attached / Supporting Documents	
Exhibit "A" – SSI 3-year Commitment Price Quote Exhibit "B" – Sole Source and Public Posting	

BACKGROUND:

The Jacksonville Aviation Authority (JAA) has a need to provide training to personnel as part of badge issuance. To accomplish this training, JAA has previously contracted with Safety and Security Instruction (SSi) and has recently worked with SSi to refresh training materials and associated technology. In addition, interfaces have been developed to automatically associate a person’s training record with their badge renewal.

As JAA is pleased with SSi and migrating to a different provider would create significant expense to JAA to re-develop the training materials and interfaces, Information Technology recommends a sole source award to SSi for continuation training delivery until such time as JAA migrates away from its current training platform.


SSi is offering to hold annual renewals flat for three years if JAA agrees to a three-year commitment (see Exhibit "A" for additional details).

RECOMMENDATION:

Information Technology recommends that JAA make a properly noticed sole source award to Safety and Security Instruction, also known as SSi, in a first year amount of \$17,500, with renewal options of up to two years, for a total potential not-to-exceed award amount of \$52,500.00.

Initial Year	First Renewal	Second Renewal
\$17,500	\$17,500	\$17,500



SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Verification of Funding	
Name/Title:	Steven Schultz, Director of Information Technology
Signature:	

I have verified that, as of 08/___/2020 (insert date), there are budgeted funds in the above-referenced funding source that are sufficient to cover the amount of this award submission (*directors or their designees may verify funding; however, verification of an award submission that is unbudgeted or that requires transferred or contingency funding must also attach approved documentation evidencing the same*).

ORIGINATED AND SUBMITTED FOR APPROVAL BY:


Steven Schultz
Director of Information Technology

Signed by: Steven Schultz
 Signed at: 2020-08-19 13:59:58 +00:00
 Reason: Witnessing Steven Schultz



Signature and Date



PROCUREMENT REVIEW:

Buyer: Samantha Smid

Signed by: Samantha Smid
 Signed at: 2020-08-19 10:49:58 -04:00
 Reason: Witnessing Samantha Smid


Signature and Date



Devin J. Reed
Director of Administration

Signed by: Devin Reed
 Signed at: 2020-08-19 16:34:26 +00:00
 Reason: Witnessing Devin Reed



Signature and Date

SUBMITTED FOR APPROVAL:

Tony Cugno
Chief Operating Officer

Signed by: Tony Cugno
 Signed at: 2020-08-19 19:20:45 +00:00
 Reason: Witnessing Tony Cugno



Signature and Date

AWARDS COMMITTEE APPROVAL / DENIAL: (Vote: _____ Ayes; _____ Nays)

Meeting Date: 08/19/2020

Recording Secretary

CHIEF EXECUTIVE OFFICER APPROVAL:

Mark VanLoh
Chief Executive Officer

Signature and Date

CONDITIONS OF APPROVAL, IF ANY:



JACKSONVILLE AVIATION AUTHORITY AWARDS COMMITTEE MEETING AGENDA

AUGUST 24, 2020

In accordance with JAA Standard Practice No. 216, the above-referenced meeting was properly noticed to the public pursuant to Florida's Public Meeting and Sunshine Laws and is being held at approximately 11:00 a.m. in the Procurement Conference Room of JAA's Administration Building, which is located at 14201 Pecan Park Road, Jacksonville, Florida 32218. The following represents an agenda of the items requiring action, recommendations and/or votes of JAA's Awards Committee and, pursuant to § 286.011(2), Florida Statutes, minutes of this meeting will be made available upon request. ***The vendors referenced in the award submissions below have been verified against the Excluded Parties List System maintained by the General Services Administration at <https://www.sam.gov/portal/public/SAM/>.***

****Teleconference Phone Number 1-904-900-2303, Access Code: 132 523 1391 Password: mWMEfkAM723***

****Please note this meeting is held in accordance with Governor's Order #20-69.***

Noticed Agenda Item

(Exhibits available upon request)

Item 7: AC2020-08-07

**Spacport Range Safety & Launch Services
Vendor: Launch on Demand
(Cost: \$800,000.00; Funding: Revenue Generating)**

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Subject/Awardee: Cecil Spaceport - Range Safety & Launch Services Launch On Demand		Cost: \$800,000.00
Solicitation No: RFI No. 19-27-44502	Budgeted, Transferred, or Contingency: Budgeted	
On-Going Maintenance Cost: N/A	Funding Source: O&M	

Attached / Supporting Documents

Exhibit A – RFI 19-27-44502 Scope of Services, Evaluation Scorecard
Exhibit B – LOD Pricing Sheet

BACKGROUND: JAA released Request for Interest No. 19-27-44502 (RFI) for a launch services firm to provide range safety and launch services at Cecil Spaceport. Launch On Demand Corporation (LOD) submitted the only response, which was evaluated and awarded 71.50 of the possible 100 points. Therefore, it was recommended that negotiations begin with LOD. At this time, no contract value is associated with this contract, as assignments will be made when launch services and range safety tasks are presented to JAA. Specific to Cecil Spaceport and JAA, range safety services will include those tasks related to developing range safety protocol and operational safety criteria. Launch services requested by vehicle operators will include mission specific functions, such as:

- Launch Safety Analysis
- Launch & Range Weather
- Marketing Publications
- Common Operating Picture
- Frequency Monitoring
- Graphics
- Telemetry Monitoring
- Optics

Vehicle operators will have the choice of applying their solutions for launch services or using those provided by LOD. For those operators choosing to use services provided by LOD, the vehicle operator’s permit or operating agreement will include those requested services. The costs of mission specific launch services are variable due to the specific requirements of individual launch operators, launch vehicles, and/or mission profiles. Costs for these services will be determined on a case-by-case basis and charged to the operator in accordance with the terms of the operator agreement.

Cecil Spaceport is projected to conduct 11 launch operations between 2020 and 2025. The costs of mission specific launch services to the operator may range from \$258,250.00 to \$900,000.00 per operation. Therefore, assuming an average cost of \$579,125.00 in mission specific launch services, coupled with a 13% mark up, JAA may generate \$75,286.25 per operation or an estimated \$828,148.75 over the potential five-year term of this award.

RECOMMENDATION: Cecil Spaceport recommends an award be made to Launch On Demand Corporation, the sole respondent to RFI No. 19-27-44502, for range safety and launch services at Cecil Spaceport, in an initial year amount of \$50,000.00, with renewals of up to four years, for a potential not-to-exceed amount of \$800,000.00, with a potential for revenue generation of approximately \$828,148.75.

FY20	FY21	FY23	FY24	FY25
\$50,000	\$150,000	\$200,000	\$200,000	\$200,000
Launch Projection - 1	Launch Projection - 2	Launch Projection - 2	Launch Projection - 3	Launch Projection - 3

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Verification of Funding	
Name/Title:	Todd Lindner
Signature:	

I have verified that, as of _____ 2020 there are budgeted funds in the above-referenced funding source that are sufficient to cover the amount of this award submission (*directors or their designees may verify funding; however, verification of an award submission that is unbudgeted or that requires transferred or contingency funding must also attach approved documentation evidencing the same*).

ORIGINATED AND SUBMITTED FOR APPROVAL BY:

Sally McMain
General Aviation Administrator

Signature and Date

PROCUREMENT REVIEW:

Buyer: David Bonner

Signature and Date

Devin J. Reed
Director of Administration

Signature and Date

SUBMITTED FOR APPROVAL:

Kelly Dollarhide
Director, Cecil Airport

Signature and Date

AWARDS COMMITTEE APPROVAL / DENIAL: (Vote: _____ Ayes; _____ Nays)

Meeting Date: _____

Recording Secretary

CEO APPROVAL:

Mark VanLoh
Chief Executive Officer

Signature and Date

CONDITIONS OF APPROVAL, IF ANY: