



JACKSONVILLE AVIATION AUTHORITY
AWARDS COMMITTEE MEETING AGENDA
NOVEMBER 21, 2022

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. at the JAA Administration Building, 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/>.*

Noticed Agenda Item

(Exhibits available upon request)

Item 1: AC2022-11-01

**Community & Governmental Relations
Vendor: Hipps Group
(Cost: \$309,381.00 Funding: 25001.77230)**



SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Subject/Awardee: Community & Governmental Relations Services / Hipps Group		Cost: \$309,381.00
Solicitation No: RFP No. 22-19-25001	Budgeted, Transferred, or Contingency:	Budgeted
On-Going Maintenance Cost: N/A	Funding Source:	25001.77230
Attached / Supporting Documents		
Exhibit "A" – Scope of Services, proposal opening matrix, evaluation matrix and SPIS Exhibit "B" – Hipps Group proposal forms		

BACKGROUND:

The current contract for Community and Governmental Relations Services expired on September 30, 2022. External Affairs has an ongoing need to coordinate and interact with community organizations and businesses in the areas surrounding its four airports but, in many instances, requires specialized expertise. The expertise provided by this firm helps produce interactions that have proven to be both productive in positive community relations and effective with respect to other governmental entities, such as including the Jacksonville City Council and Citizen Planning Advisory Committees. On August 4, 2022, Procurement issued RFP No. 22-19-25001 for Community and Governmental Relations Services from qualified and experienced firms. The incumbent, Hipps Group, was the sole respondent. The proposal was evaluated and scored as follows:

Company	Evaluation Score
Hipps Group	88.33 (out of 100)


JAA continued to use Hipps Group on a month-to-month basis for the period October to November 2022, to complete the re-solicitation process. Therefore, a ratification in the amount of \$9,381.00 is needed.

RECOMMENDATION:

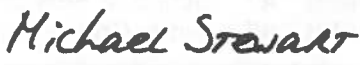



External Affairs recommends an award be made to Hipps Group, the sole responsive respondent, in response to RFP No. 22-19-25001, for: (i) the provision of Community and Governmental Relations services, in a total five-year not-to-exceed amount of \$300,000.00, which includes \$8,573.75 for reimbursable expenses as approved by JAA; and (ii) the ratification of \$9,381.00 for October to November 2022 services, for a total potential award of \$309,381.00.

Initial Year Term 12.01.2022- 09.30.2023	1 st Renewal 10.01.2023- 09.30.2024	2 nd Renewal 10.01.2024- 09.30.2025	3 rd Renewal 10.01.2025- 09.30.2026	4 th Renewal 10.01.2026- 09.30.2027
\$56,000.00	\$57,120.00	\$58,262.40	\$59,427.65	\$60,616.20

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Verification of Funding	
Title:	Michael Stewart, VP of External Affairs
Signature:	

I have verified that 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>Michael Stewart Vice President, External Affairs</p> <p>PROCUREMENT REVIEW: J. Brian Simmons Procurement Administrator</p> <p>LeNedda Edwards Director of Procurement</p> <p>SUBMITTED FOR APPROVAL: Michael Stewart Vice President, External Affairs</p>	<div style="text-align: right; margin-bottom: 20px;">  _____ Signature and Date </div> <div style="text-align: right; margin-bottom: 20px;"> <p><small>Signed by: Brian Simmons Signed at: 2022-11-16 16:42:07 +00:00 Reason: Witnessing Brian Simmons</small></p>  _____ Signature and Date </div> <div style="text-align: right; margin-bottom: 20px;"> <p><small>Signed by: LeNedda Edwards Signed at: 2022-11-16 11:43:16 -05:00 Reason: Witnessing LeNedda Edwards</small></p>  _____ Signature and Date </div> <div style="text-align: right;"> <p><small>Signed by: Michael Stewart Signed at: 2022-11-16 15:53:57 +00:00 Reason: Witnessing Michael Stewart</small></p>  _____ Signature and Date </div>
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AWARDS COMMITTEE APPROVAL / REJECTION: (Vote: _____ Ayes; _____ Nays)

Meeting Date: November 21, 2022

Recording Secretary

CEO APPROVAL:
Mark VanLoh
Chief Executive Officer

Signature and Date

CONDITIONS OF APPROVAL, IF ANY (*if over \$325,000.00, Board approval or ratification must be made pursuant to Sec 332.0075(3)(b), Florida Statutes*):



JACKSONVILLE AVIATION AUTHORITY
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NOVEMBER 21, 2022

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Noticed Agenda Item

(Exhibits available upon request)

Item 2: AC2022-11-02

**Cecil Airport Janitorial Services
Vendor: Next Level Cleaning, LLC
(Cost: \$120,000.00 Funding: 44202.77280)**



SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Subject/Awardee: Cecil Airport Janitorial Services / Next Level Cleaning, LLC	Cost: \$120,000.00
Solicitation No: Amendment	Budgeted, Transferred, or Contingency: Budgeted
On-Going Maintenance Cost:	Funding Source: 44202.77280
Attached / Supporting Documents	
Exhibit "A" – JAA Award AC2019-10-07	
Exhibit "B" – Spend Analysis	

BACKGROUND:


The Jacksonville Aviation Authority (JAA) approved JAA Award No. AC2019-10-07 for the award of a janitorial cleaning services contract to Next Level Cleaning at Cecil Airport and Spaceport. Due to the high volume of activity at Cecil, Next Level has been tasked with additional services beyond the original scope.

As of October 9, 2022, total contract expenditure of \$468,407.59 is approaching the approved spend authority of \$571,320.00. Therefore, Cecil is seeking Awards Committee approval to increase the award amount to cover the remaining contract payments as well as projected additional services.

RECOMMENDATION:

Cecil Airport and Spaceport recommends JAA Award No. AC2019-10-07 be amended to: (i) address additional services beyond the original scope; and (ii) increase the award amount by \$120,000.00, for a new total not-to-exceed contract award of \$691,320.00. Funding for the contract is budgeted in 44202.77280.

SUBMISSION FOR AWARDS COMMITTEE APPROVAL


Verification of Funding	
Title:	Matt Bocchino, Director, Cecil Airport & Spaceport
Signature:	

I have verified that 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:

Matt Bocchino
Director, Cecil Airport & Spaceport

Signed by Matt Bocchino
Signed at 2022-11-18 19:28:54 +00:00
Reason Witnessing Matt Bocchino




Signature and Date

PROCUREMENT REVIEW:

Marilyn V. Fryar
Contract Administrator


Signed by Marilyn V. Fryar
Signed at 2022-11-18 19:32:49 +00:00
Reason Witnessing Marilyn V. Fryar



Signature and Date

LeNedda Edwards
Director of Procurement

Signed by LeNedda Edwards
Signed at 2022-11-18 18:32:22 -05:00
Reason Witnessing LeNedda Edwards




Signature and Date

SUBMITTED FOR APPROVAL:

Tony Cugno
Chief Operating Officer

Signed by Tony Cugno
Signed at 2022-11-18 20:54:28 +00:00
Reason Witnessing Tony Cugno



Signature and Date

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

Meeting Date: November 21, 2022

Recording Secretary

CEO APPROVAL:
Mark VanLoh
Chief Executive Officer

Signature and Date

CONDITIONS OF APPROVAL, IF ANY (*if over \$325,000.00, Board approval or ratification must be made pursuant to Sec 332.0075(3)(b), Florida Statutes*):



JACKSONVILLE AVIATION AUTHORITY
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Noticed Agenda Item

(Exhibits available upon request)

Item 3: AC2022-11-03

**Facility Maintenance Services
Vendor: Warden Construction
(Cost: \$396,000.00 Funding: 44202.77280)**



SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Subject/Awardee: Facility Maintenance Services / Warden Construction	Cost: \$396,000.00
Solicitation No: Amendment	Budgeted, Transferred, or Contingency: Budgeted
On-Going Maintenance Cost: n/a	Funding Source: 44202.77280
Attached / Supporting Documents	
Exhibit "A" – JAA Awards AC2020-05-03 and Spend Analysis	

BACKGROUND:

The Jacksonville Aviation Authority (JAA) Awards Committee approved JAA Award No. AC2020-05-03, which awarded a facility maintenance services contract to Warden Construction at Cecil Airport and Spaceport. Warden has proved an invaluable resource and has been tasked with additional projects beyond those envisioned in the original contract scope.

As of October 9, 2022, current contract expenditures of \$522,974.42 are approaching the approved spend authority of \$628,635.34. Therefore, Cecil is seeking Awards Committee approval to increase the award amount to cover the remaining contract payments, as well as potential additional services.


RECOMMENDATION:

Cecil Airport and Spaceport recommends JAA Award No. AC2020-05-03 be amended to: (i) address additional services beyond the original scope; and (ii) increase the authorized spend by \$396,000.00 to cover the two annual renewals in the amount of \$257,083.15, plus an additional \$138,916.85 to cover any unforeseen maintenance and repairs, for a new potential total not-to-exceed contract award of \$1,163,552.19. Funding for the contract is budgeted in 44202.77280.

4 th Renewal	5 th Renewal
06.15.2023 – 06.14.2024	06.15.2024 – 06.14.2025
\$127,584.69	\$129,498.46



SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Verification of Funding	
Title:	Matt Bocchino, Director, Cecil Airport & Spaceport
Signature:	

I have verified that 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:

Matt Bocchino
Director, Cecil Airport & Spaceport

PROCUREMENT REVIEW:
Marilyn V. Fryar
Contract Administrator

LeNedda Edwards
Director of Procurement

SUBMITTED FOR APPROVAL:
Tony Cugno
Chief Operating Officer

Signed by Matt Bocchino
Signed at 2022-11-16 19 29 34 +00 00
Reason Witnessing Matt Bocchino

Signed by Marilyn V. Fryar
Signed at 2022-11-16 19 31 53 +00 00
Reason Witnessing Marilyn V. Fryar

Signed by LeNedda Edwards
Signed at 2022-11-16 14 39 09 -05 00
Reason Witnessing LeNedda Edwards

Signed by Tony Cugno
Signed at 2022-11-16 20 55 21 +00 00
Reason Witnessing Tony Cugno

Signature and Date

Signature and Date

Signature and Date

Signature and Date

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

Meeting Date: November 21, 2022

Recording Secretary

CEO APPROVAL:
Mark VanLoh
Chief Executive Officer

Signature and Date

CONDITIONS OF APPROVAL, IF ANY (*if over \$325,000.00, Board approval or ratification must be made pursuant to Sec 332.0075(3)(b), Florida Statutes*):



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Noticed Agenda Item

(Exhibits available upon request)

Item 4: AC2022-11-04

Financial & Investment Advisor Services

Vendor: PFM Asset Management/PFM Financial Advisory, LLC & Augustine Asset Management

(Cost: \$1,230,000.00 Funding: 31001.77280)



SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Subject/Awardee: Financial & Investment Advisor Services PFM Asset Management, LLC / PFM Financial Advisors, LLC & Augustine Asset Management		Cost: \$1,230,000.00
Solicitation No: RFP No. 22-26-31001	Budgeted, Transferred, or Contingency:	Budgeted
On-Going Maintenance Cost: N/A	Funding Source:	31001.77280
Attached / Supporting Documents		
Exhibit "A" - Scope of Services, proposal opening matrix, evaluation matrix and SPIS		
Exhibit "B" - PFM Asset Management proposal forms		
Exhibit "C" - Augustine Asset proposal forms		

BACKGROUND:

Current contracts for financial and investment advisory services will expire on November 30, 2022. The Finance Department has an ongoing need for these and related services.

On August 30, 2022, Procurement released RFP No. 22-26-31001 for financial and investment advisor services. In response to the RFP, three proposals were received, with Hilltop Securities ("Hilltop") and PFM Asset Management, LLC/PFM Financial Advisors, LLC ("PFM") responding for the National Advisor category, and Augustine Asset Management ("Augustine") as the sole respondent for the local advisor category. The proposals received were evaluated, scored, and ranked per category as follows:

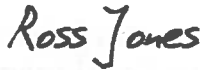
National Advisors	Evaluation Score (100 max)
Hilltop Securities	87.00
PFM	94.33

Local Advisors	Evaluation Score (100 max)
Augustine Asset Management	84.50









RECOMMENDATION:

Finance recommends an award be made to both PFM Asset Management/PFM Financial Advisors, LLC, the higher ranked of two respondents to RFP No. 22-26-31001 for the national advisor category, and Augustine Asset Management, the sole respondent to RFP No. 22-26-31001 for the local advisor category, for financial and investment advisor services, in respective not-to-exceed amounts of \$1,050,000.00 and \$180,000.00 over the five-year contract term, which will result in a total combined amount not-to-exceed \$1,230,000.00.

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Verification of Funding	
Title:	Ross Jones, Chief Financial Officer
Signature:	

I have verified that 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:	Signed by: Jose Lopez Signed at: 2022-11-17 13:55:00 +00:00 Reason: Witnessing Jose Lopez
Jose Lopez Director of Accounting	  Signature and Date
PROCUREMENT REVIEW:	Signed by: Brian Simmons Signed at: 2022-11-17 13:55:43 +00:00 Reason: Witnessing Brian Simmons
J. Brian Simmons Procurement Administrator	  Signature and Date
LeNedda Edwards Director of Procurement	Signed by: LeNedda Edwards Signed at: 2022-11-17 09:02:43 -05:00 Reason: Witnessing LeNedda Edwards   Signature and Date
SUBMITTED FOR APPROVAL:	Signed by: Ross Jones Signed at: 2022-11-17 13:20:17 +00:00 Reason: Witnessing Ross Jones
Ross Jones Chief Financial Officer	  Signature and Date

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

Meeting Date: November 21, 2022

Recording Secretary

CEO APPROVAL:
Mark VanLoh
Chief Executive Officer

Signature and Date

CONDITIONS OF APPROVAL, IF ANY (*if over \$325,000.00, Board approval or ratification must be made pursuant to Sec 332.0075(3)(b), Florida Statutes*):



JACKSONVILLE AVIATION AUTHORITY
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Noticed Agenda Item

(Exhibits available upon request)

Item 5: AC2022-11-05

**Mobile Application License Renewal
Vendor: Point Consulting
(Cost: \$82,884.47 Funding: 24001)
Sole Source/Proprietary Posting: November 14-21, 2022**



SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Subject/Awardee: Mobile Application License Renewal / Point Consulting	Cost: \$82,884.47
Solicitation No: Sole Source	Budgeted, Transferred, or Contingency: Budgeted
On-Going Maintenance Cost: n/a	Funding Source: 24001
Attached / Supporting Documents	
Exhibit "A" - Point Consulting FY23 Invoice	
Exhibit "B" - Sole Source Form and Public Posting Notice	

BACKGROUND:

The Jacksonville Aviation Authority (JAA) utilizes Point Consulting for hosting and associated licensing for JAA’s mobile application.

This award request is a sole source and, while other entities may be able to provide hosting services, there would be a conversion cost and disruption to the JAA web mobile app. As such, Marketing and Information Technology recommend continuing with the current services, with which Marketing is pleased.

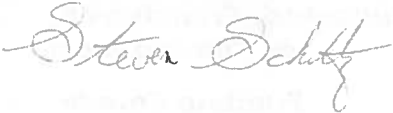
This award includes a 5% annual escalation to allow for cost increases and / or adjustments in services.

RECOMMENDATION:

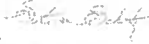

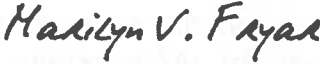




Information Technology recommends JAA make a properly noticed award, pursuant to Section 3.09 of the Procurement Code, to Point Consulting for hosting, licensing, and related services to JAA’s mobile application, in an initial year amount of \$15,000, with renewals of up to four years at an annual 5% increase, at JAA’s sole discretion, for a total potential not-to-exceed amount of \$82,884.47.

Initial Year	First Renewal	Second Renewal	Third Renewal	Fourth Renewal
\$15,000.00	\$15,750.00	\$16,537.50	\$17,364.38	\$18,232.59

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

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

I have verified that 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:	Signed by: Steven Schultz Signed at: 2022-11-16 18:50:24 +00:00 Reason: Witnessing Steven Schultz
Steve Schultz Director, Information Technology	 
PROCUREMENT REVIEW:	
Marilyn V. Fryar Contract Administrator	
LeNedda Edwards Director of Procurement	Signed by: LeNedda Edwards Signed at: 2022-11-16 14:38:55 -05:00 Reason: Witnessing LeNedda Edwards  
SUBMITTED FOR APPROVAL:	
Ross Jones Chief Financial Officer	Signed by: Ross Jones Signed at: 2022-11-16 21:10:05 +00:00 Reason: Witnessing Ross Jones  

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

Meeting Date: November 21, 2022

Recording Secretary

CEO APPROVAL:

Mark VanLoh
Chief Executive Officer

Signature and Date

CONDITIONS OF APPROVAL, IF ANY (*if over \$325,000.00, Board approval or ratification must be made pursuant to Sec 332.0075(3)(b), Florida Statutes*):



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Noticed Agenda Item

(Exhibits available upon request)

Item 6: AC2022-11-06

**E-Business Maintenance and Support
Vendor: Oracle Corporation
(Cost: \$1,420,355.39 Funding: 24001.77280)
Sole Source/Proprietary Posting: November 9-15, 2022**



SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Subject/Awardee: E-Business Maintenance and Support / Oracle Corporation		Cost: \$1,420,355.39
Solicitation No: Sole Source/Proprietary	Budgeted, Transferred, or Contingency:	Budgeted
On-Going Maintenance Cost: See Below	Funding Source:	24001.77280
Attached / Supporting Documents		
Exhibit "A" – JAA Award AC2016-01-03S		
Exhibit "B" – Oracle 5-Year Price Proposals for Service Support 1841127 and 5842246		
Exhibit "C" – Spend Analysis, Sole Source Form and Public Posting Notice		

BACKGROUND:

On January 29, 2016, the Jacksonville Aviation Authority’s (JAA) Awards Committee approved Award No. AC2016-01-03S to Oracle Corporation to provide software support and maintenance for the eBusiness Suite for critical business functions. Oracle is the manufacturer of the software and, as such, it is the sole source for support and product updates. The initial contract expired February 2020.

JAA continued use of Oracle products and services; however, because of an administrative oversight, the previous contract under which these products and services were procured was allowed to expire and, therefore, requires ratification in the amount of \$459,775.90.

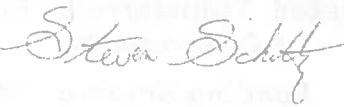
To remain current on software updates and receive support from Oracle, JAA must keep its support agreements current, which agreements require the following 5-year renewal. Payments will be made annually in accordance with attached price proposals.







Software Update License and Support Services	5-Year Amount
Support Service No.: 1841127 – Various Modules and related items	\$633,444.42
Support Service No.: 5842346 – Oracle E-Business Suite UPK, Asset Management, Mobile Supply Chain, Procurement, Lifecycle Management and related items	\$327,135.07
Total:	\$960,579.49

RECOMMENDATION:

Information Technology recommends JAA Award No. AC2016-01-03S, awarded to Oracle Corporation for eBusiness Suite and related services, be amended to: (i) request ratification in the amount of \$459,775.90; (ii) extend the contract term through February 8, 2027; and (iii) increase the funding by \$960,579.49 to cover annual renewals for a new total potential not-to-exceed amount going forward of \$2,002,664.07. Funding for these products and services are available within cost center 24001.

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Verification of Funding	
Title:	Steven Schultz, Director of Information Technology
Signature:	 I have verified that 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:	
Steve Schultz Director, Information Technology	_____ Signature and Date
PROCUREMENT REVIEW:	
Monica M. Frazier Contract Administrator	 _____ Signature and Date
LeNedda Edwards Director of Procurement	Signed by: LeNedda Edwards Signed at: 2022-11-16 17:04:58 -05:00 Reason: Witnessing LeNedda Edwards   _____ Signature and Date
SUBMITTED FOR APPROVAL:	
Ross Jones Chief Financial Officer	Signed by: Ross Jones Signed at: 2022-11-16 22:19:37 +00:00 Reason: Witnessing Ross Jones   _____ Signature and Date

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

Meeting Date: November 21, 2022

Recording Secretary

CEO APPROVAL:
Mark VanLoh
Chief Executive Officer

Signature and Date

CONDITIONS OF APPROVAL, IF ANY (if over \$325,000.00, Board approval or ratification must be made pursuant to Sec 332.0075(3)(b), Florida Statutes):



JACKSONVILLE AVIATION AUTHORITY
AWARDS COMMITTEE MEETING AGENDA
NOVEMBER 21, 2022

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. at the JAA Administration Building, 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/>.*

Noticed Agenda Item

(Exhibits available upon request)

Item 7: AC2022-11-07

Citrix Software Maintenance

Vendor: CDW-G

(Cost: \$63,158.12 Funding: 24001)

Updated Piggyback Posting: November 14-21, 2022



SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Subject/Awardee: Citrix Software Maintenance / CDW-G	Cost: \$63,158.12
Solicitation No: Amendment	Budgeted, Transferred, or Contingency: Budgeted
On-Going Maintenance Cost: N/A	Funding Source: 24001
Attached / Supporting Documents	
Exhibit "A" – JAA Award AC2021-10-09	
Exhibit "B" – CDW-G quote for Citrix maintenance and updated Public Notice Posting	

BACKGROUND:

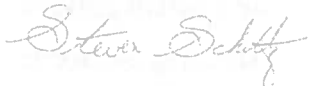
On October 10, 2021, the Jacksonville Aviation Authority’s (JAA) Awards Committee approved JAA Award No. AC2021-10-09 to CDWG to utilize Citrix for secure remote access to JAA’s network and software applications, which is part of JAA’s cyber security program. The forecasted maintenance amount on AC2021-10-09 is not sufficient to cover the actual renewal fees. Therefore, Information Technology is seeking Awards Committee approval to increase the award amount to cover the remaining contract period approved by AC2021-10-09. The renewal fees for the second renewal is projected at a 10% increase.

RECOMMENDATION:

Information Technology recommends that JAA Award No. AC2021-10-09, awarded to CDW-G for Citrix software maintenance, support and related services, be amended to increase the award amount by \$63,158.12 to sufficiently cover both renewal terms, for a new total potential not-to-exceed contract award of \$117,744.07.

1 st Renewal 11.02.22-11.03.23	2 nd Renewal 11.02.23-11.03.24
\$30,074.82	\$33,083.30

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

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

I have verified that 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, Information Technology

Signed by: Steven Schultz
Signed at: 2022-11-17 12:31:14 +00:00
Reason: Witnessing Steven Schultz




Signature and Date

PROCUREMENT REVIEW:

Marilyn V. Fryar
Contract Administrator

Signed by: Marilyn V. Fryar
Signed at: 2022-11-17 12:32:05 +00:00
Reason: Witnessing Marilyn V. Fryar




Signature and Date

LeNedda Edwards
Director of Procurement

Signed by: LeNedda Edwards
Signed at: 2022-11-17 07:52:46 -05:00
Reason: Witnessing LeNedda Edwards




Signature and Date

SUBMITTED FOR APPROVAL:

Ross Jones
Chief Financial Officer

Signed by: Ross Jones
Signed at: 2022-11-17 13:21:15 +00:00
Reason: Witnessing Ross Jones




Signature and Date

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

Meeting Date: November 21, 2022

Recording Secretary

CEO APPROVAL:
Mark VanLoh
Chief Executive Officer

Signature and Date

CONDITIONS OF APPROVAL, IF ANY (*if over \$325,000.00, Board approval or ratification must be made pursuant to Sec 332.0075(3)(b), Florida Statutes*):



JACKSONVILLE AVIATION AUTHORITY
AWARDS COMMITTEE MEETING AGENDA
NOVEMBER 21, 2022

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Noticed Agenda Item

(Exhibits available upon request)

Item 8: AC2022-11-08

Cleaning Supplies, Equipment and Custodial Related Services and Solutions

Vendor: HD Pro/Supplyworks

(Cost: \$80,000.00 Funding: 00000.17111 & Various)

Updated Piggyback Posting: November 9-16, 2022



SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Subject/Awardee: Cleaning Supplies, Equipment and Custodial Related Services & Solutions – HD Pro / Supplyworks	Cost: \$80,000.00
Solicitation No: Amendment	Budgeted, Transferred, or Contingency: Budgeted
On-Going Maintenance Cost: N/A	Funding Source: 00000.17111 & Various
Attached / Supporting Documents	
Exhibit "A" – JAA Awards AC2017-12-05, AC2020-12-01, and AC2021-11-06	
Exhibit "B" – Updated Public Notice Posting	

BACKGROUND:



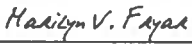



The Jacksonville Aviation Authority (JAA) approved JAA Award Nos. AC2017-12-05, AC2020-12-01 and AC2021-11-06 for the purchase of cleaning supplies, equipment and custodial services and solutions, with a contract term ending on October 31, 2022. As a result of the ongoing inflationary costs for these supplies, the funds approved on the above-referenced Awards have been exhausted. Therefore, a ratification in the amount of \$80,000.00 is needed to close out the contract term.

RECOMMENDATION:

Procurement recommends that JAA Award No. AC2017-12-05, awarded to Home Depot Pro / Supplyworks, for cleaning supplies, equipment and custodial related services & solutions, be amended to increase the contract award by \$80,000.00 to cover ratification and contract close out, for a final total not-to-exceed amount of \$1,280,000.00.

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Verification of Funding	
Title:	N/A
Signature:	<p>I have verified that there are budgeted funds in the above-referenced funding source that are sufficient to cover the amount of this award submission (<i>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.</i>)</p>

ORIGINATED AND SUBMITTED FOR APPROVAL BY:	Signed by: Eric Powell Signed at: 2022-11-17 11:11:02 +00:00 Reason: Witnessing Eric Powell
Eric Powell Procurement Warehouse Manager	 
	_____ Signature and Date
PROCUREMENT REVIEW:	Signed by: Marilyn V. Fryar Signed at: 2022-11-17 12:05:36 +00:00 Reason: Witnessing Marilyn V. Fryar
Marilyn V. Fryar Contract Administrator	 
	_____ Signature and Date
LeNedda Edwards Director of Procurement	 
	_____ Signature and Date
SUBMITTED FOR APPROVAL:	Signed by: Devin Reed Signed at: 2022-11-17 15:57:47 +00:00 Reason: Witnessing Devin Reed
Devin J. Reed Chief Compliance Officer	 
	_____ Signature and Date

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

Meeting Date: November 21, 2022

Recording Secretary

CEO APPROVAL:
Mark VanLoh
Chief Executive Officer

Signature and Date

<p>CONDITIONS OF APPROVAL, IF ANY (<i>if over \$325,000.00, Board approval or ratification must be made pursuant to Sec 332.0075(3)(b), Florida Statutes</i>):</p>



JACKSONVILLE AVIATION AUTHORITY
AWARDS COMMITTEE MEETING AGENDA
NOVEMBER 21, 2022

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Noticed Agenda Item

(Exhibits available upon request)

Item 9: AC2022-11-09

Cleaning Supplies, Equipment and Custodial Related Services and Solutions

Vendor: HD Pro/Supplyworks

(Cost: \$1,275,000.00 Funding: 00000.17111 & Various)

Piggyback Posting: November 9-16, 2022



SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Subject/Awardee: Cleaning Supplies, Equipment and Custodial Related Services & Solutions – HD Pro/Supplyworks		Cost: \$1,275,000.00
Solicitation No: Piggyback	Budgeted, Transferred, or Contingency:	Budgeted
On-Going Maintenance Cost: N/A	Funding Source:	00000.17111 & Various

Attached / Supporting Documents

- Exhibit "A"** – Omnia Partners, Fresno Unified School District Contract No. 22-07
- Exhibit "B"** – Public Notice Posting

BACKGROUND:

Due to the previous five-year piggyback expiration, Procurement is required to conduct market research on available piggyback contracts that offer the best pricing for the organization. Procurement warehouse replenishment and specific department requisitions are received daily for these types of supplies. Procurement has multiple vendors for cleaning supplies of which HD Pro/Supplyworks has proven very reliable in providing quotes and supplies in a timely manner.

Procurement researched available contract options against various vendors and cooperative purchasing sources and determined it would be in JAA's best interest to piggyback Fresno Unified School District, CA / Omnia Partners Contract No. 22-07, which is valid November 1, 2022 through October 31, 2025 for the replenishment of cleaning products.



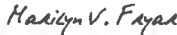





RECOMMENDATION:

Procurement recommends that JAA utilize Fresno Unified School District, CA / Omnia Partners Contract No. 22-07, to make a properly noticed award to Home Depot Pro/Supplyworks for the purchase of cleaning supplies, equipment and custodial related services and solutions on a non-exclusive basis, in an annual not-to-exceed amount of \$425,000.00, for a retroactive term from November 1, 2022 to October 31, 2025, for a total potential award amount of \$1,275,000.00, based upon vendor performance, adherence to contract terms and conditions and the availability of funds. JAA reserves the right to make future purchases of this commodity from other vendors when it is in JAA's best interest to do so.

Initial Term	1 st Renewal	2 nd Renewal
11.01.2022 – 10.31.2023	11.01.2023 – 10.31.2024	11.01.2024 – 10.31.2025
\$425,000.00	\$425,000.00	\$425,000.00

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Verification of Funding	
Title:	N/A
Signature:	I have verified that there are budgeted funds in the above-referenced funding source that are sufficient to cover the amount of this award submission (<i>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</i>).

ORIGINATED AND SUBMITTED FOR APPROVAL BY: Eric Powell Procurement Warehouse Manager	Signed by: Eric Powell Signed at: 2022-11-17 11:11:26 +00:00 Reason: Witnessing Eric Powell  
Signature and Date	
PROCUREMENT REVIEW: Marilyn V. Fryar Contract Administrator	Signed by: Marilyn V. Fryar Signed at: 2022-11-17 12:06:21 +00:00 Reason: Witnessing Marilyn V. Fryar  
Signature and Date	
LeNedda Edwards Director of Procurement	Signed by: LeNedda Edwards Signed at: 2022-11-17 07:52:59 -05:00 Reason: Witnessing LeNedda Edwards  
Signature and Date	
SUBMITTED FOR APPROVAL: Devin J. Reed Chief Compliance Officer	Signed by: Devin Reed Signed at: 2022-11-17 15:58:12 +00:00 Reason: Witnessing Devin Reed  
Signature and Date	

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

Meeting Date: November 21, 2022

Recording Secretary

CEO APPROVAL:
 Mark VanLoh
 Chief Executive Officer

Signature and Date

CONDITIONS OF APPROVAL, IF ANY (*if over \$325,000.00, Board approval or ratification must be made pursuant to Sec 332.0075(3)(b), Florida Statutes*):



JACKSONVILLE AVIATION AUTHORITY
AWARDS COMMITTEE MEETING AGENDA
NOVEMBER 21, 2022

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Noticed Agenda Item

(Exhibits available upon request)

Item 10: AC2022-11-10

Building & Infrastructure Repairs, Alterations & Restoration Services

Vendor: Gordian

(Cost: \$400,000.00 Funding: Various & J2020-06)

Updated Piggyback Posting: November 14-20, 2022



SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Subject/Awardee: Building & Infrastructure Repairs, Alterations & Restoration Services / Gordian		Cost: \$400,000.00
Solicitation No: Amendment	Budgeted, Transferred, or Contingency:	Budgeted
On-Going Maintenance Cost: N/A	Funding Source:	Various and Large Cap J2020-06
Attached / Supporting Documents		
Exhibit "A" – JAA Award AC2022-06-11		
Exhibit "B" – Sourcewell Contract #091620-GG documentation and Updated Public Notice Posting		
Exhibit "C" – Parking Canopy Drawing and Scope		

BACKGROUND:

In June 2022, JAA approved Award No. AC2022-06-11 to Sourcewell to aid Procurement in procuring small construction contractors. Sourcewell, a governmental organization dedicated to helping public agencies through large scale cooperative purchasing initiatives, competitively solicited and issued Contract Award No. 091620-GGI to Gordian in 2020 with a maturity date of October 1, 2025.

In March 2022, Procurement posted an informal public notice to piggyback or utilize the Gordian Contract as a "pilot" for one of Engineering & Facilities' small construction projects. As such, the Overhead Steel Beam Replacement project and the Gold Club Demolition were successfully completed to Facilities and JAXEX management's satisfaction. As a result of the successful "pilot" projects, Procurement would like to continue utilizing the Gordian Contract, particularly as it relates to small construction projects.

The entrance and exit points of all parking facilities do not have weather protection for the traveling public. In April 2022, Gordian provided an estimate to procure and install 24 canopies to cover the entrance and exit points of all parking facilities for an amount of \$388,318.47. These canopies are hurricane rated and will provide weather protection for both our parking equipment and passengers.



RECOMMENDATION:

Engineering & Facilities and Procurement recommend JAA Award No. AC2022-06-11, which was awarded to Gordian and the various authorized contractors approved thereunder for the provision and enterprise-wide small construction work, be amended to: (i) increase the available funds for use under this contract an additional \$400,000.00; and (ii) include the fabrication and installation of 24 Canopies to cover the entrance and exit points of all parking facilities, for a new total potential not-to-exceed amount of \$700,000.00. Funding for this purchase is budgeted within the requesting departments' cost centers and will be verified and approved via JAA's requisition process.

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Verification of Funding	
Title:	Lauren Scott, Sr. Manager of Aviation Planning & Development
Signature:	<i>Lauren Scott</i>

I have verified that 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>Robert Speight Sr. Manager Airside Facilities</p> <p>PROCUREMENT REVIEW: LeNedda Edwards Director of Procurement</p> <p>Devin J. Reed Chief Compliance Officer</p> <p>SUBMITTED FOR APPROVAL: Tony Cugno Chief Operating Officer</p>	<p>Signed by: Robert Speight Signed at: 2022-11-17 15:22:05 +00:00 Reason: Witnessing Robert Speight</p> <p style="text-align: center;"><i>Robert Speight</i> </p> <hr/> <p>Signature and Date</p> <p>Signed by: LeNedda Edwards Signed at: 2022-11-17 10:41:19 -05:00 Reason: Witnessing LeNedda Edwards</p> <p style="text-align: center;"><i>LeNedda Edwards</i> </p> <hr/> <p>Signature and Date</p> <p>Signed by: Devin Reed Signed at: 2022-11-17 15:44:19 +00:00 Reason: Witnessing Devin Reed</p> <p style="text-align: center;"><i>Devin Reed</i> </p> <hr/> <p>Signature and Date</p> <p>Signed by: Tony Cugno Signed at: 2022-11-17 19:08:15 +00:00 Reason: Witnessing Tony Cugno</p> <p style="text-align: center;"><i>Tony Cugno</i> </p> <hr/> <p>Signature and Date</p>
---	--

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

Meeting Date: November 21, 2022

Recording Secretary

CEO APPROVAL:
Mark VanLoh
Chief Executive Officer

Signature and Date

CONDITIONS OF APPROVAL, IF ANY (*if over \$325,000.00, Board approval or ratification must be made pursuant to Sec 332.0075(3)(b), Florida Statutes*):



JACKSONVILLE AVIATION AUTHORITY
AWARDS COMMITTEE MEETING AGENDA
NOVEMBER 21, 2022

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Noticed Agenda Item

(Exhibits available upon request)

Item 11: AC2022-11-11

Automatic Door Maintenance and Repair Services

Vendor: Stanley Access Technologies, LLC

(Cost: \$25,000.00 Funding: 45123.77420)

Sole Source/Proprietary Posting: November 8-14, 2022



SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Subject/Awardee: Automatic Door Maintenance and Repair Services / Stanley Access Technologies LLC	Cost: \$25,000.00
Solicitation No: Amendment	Budgeted, Transferred, or Contingency: Budgeted
On-Going Maintenance Cost: NA	Funding Source: 45123.77420

Attached / Supporting Documents

Exhibit "A" - Executed Agreement and Historical Spend Analysis
Exhibit "B" - Sole Source/Proprietary Form and Public Posting Notices

BACKGROUND:


The Jacksonville Aviation Authority (JAA) awarded a contract to Stanley Access Technologies LLC in November 2021 for proprietary planned maintenance and repair service. Stanley Technologies is the original equipment manufacturer for automatic doors throughout the JIA Terminal.

Inasmuch as this award was under JAA's formal threshold, it did not initially require JAA's Awards Committee consideration and approval. However, as of November 8, 2022, the total contract expenditure of \$24,584.85 is approaching JAA's \$25,000.00 formal threshold and, therefore, requires Awards Committee consideration and approval.

RECOMMENDATION:

Engineering & Facilities recommends JAA make a properly noticed award, pursuant to Section 3.09 of the Procurement Code, to Stanley Access Technologies LLC for automatic door maintenance and repair services, which award amends and increases an informal award of \$24,584.85, by \$25,000.00 to address an increase in scope, for a new total potential not-to-exceed amount of \$49,584.85. Funding for the contract is in Cost Center 45123.77420.

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Verification of Funding	
Title:	David Jones / Sr. Director of Engineering & Facilities
Signature:	

I have verified that 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:	<p>Signed by: Robert Speight Signed at: 2022-11-17 12:58:49 +00:00 Reason: Witnessing Robert Speight</p>
Amanda Luna Facilities Administrator	<p style="text-align: right;"><i>Robert Speight</i> </p> <hr style="width: 100%;"/> <p style="text-align: center;">Signature and Date</p>
PROCUREMENT REVIEW:	<p>Signed by: LeNedda Edwards Signed at: 2022-11-17 10:01:13 -05:00 Reason: Witnessing LeNedda Edwards</p>
Monica M. Frazier Contract Administrator	<p style="text-align: right;"><i>Monica M. Frazier</i></p> <hr style="width: 100%;"/> <p style="text-align: center;">Signature and Date</p>
LeNedda Edwards Director of Procurement	<p style="text-align: right;"><i>LeNedda Edwards</i> </p> <hr style="width: 100%;"/> <p style="text-align: center;">Signature and Date</p>
SUBMITTED FOR APPROVAL:	<p>Signed by: Tony Cugno Signed at: 2022-11-17 19:53:00 +00:00 Reason: Witnessing Tony Cugno</p>
Tony Cugno Chief Operating Officer	<p style="text-align: right;"><i>Tony Cugno</i> </p> <hr style="width: 100%;"/> <p style="text-align: center;">Signature and Date</p>

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

Meeting Date: November 21, 2022

Recording Secretary

CEO APPROVAL:

Mark VanLoh
Chief Executive Officer

Signature and Date

CONDITIONS OF APPROVAL, IF ANY (*if over \$325,000.00, Board approval or ratification must be made pursuant to Sec 332.0075(3)(b), Florida Statutes*):



JACKSONVILLE AVIATION AUTHORITY
AWARDS COMMITTEE MEETING AGENDA
NOVEMBER 21, 2022

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Noticed Agenda Item

(Exhibits available upon request)

Item 12: AC2022-11-12

Static Aircraft Painting

Vendor: Energy Engineering and Controls, Inc.

(Cost: \$25,000.00 Funding: J2022-15)

Piggyback Posting: November 14-20, 2022

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Subject/Awardee: Static Aircraft Painting / Energy Engineering and Controls, Inc. **Cost:** \$25,000.00

Solicitation No: Piggyback **Budgeted, Transferred, or Contingency:** Budgeted

On-Going Maintenance Cost: n/a **Funding Source:** J2022-15

Attached / Supporting Documents

Exhibit "A" – Florida Air National Guard Award Documents

Exhibit "B" – Quotation/Statement of Work, CPED, Budget Transfer, and Public Notice Posting

BACKGROUND:

In May 2022, JAA began planning the movement of the Hoy es Hoy art sculpture in front of the JIA Water Fountain located at the intersection of Yankee Clipper and Pecan Park Road. The art sculpture is on loan to the Jacksonville Jaguars for an upcoming Cultural exhibit. JAA would like to provide the traveling public with a visually appealing replacement while the art sculpture is on loan. The Florida Air National Guard (FANG) has offered a static F-15 that has been decommissioned and requires only a pedestal and painting before transition to the JIA Water Fountain. The pedestal construction will be handled by Engineering & Facilities and this request is for the painting of the F-15 only.

Procurement reviewed the painting request and was advised by FANG that Energy Engineering and Controls, Inc. is already under contract pursuant to Florida Air National Guard Contract No. W50S6Y22P0013 and is scheduled for on-site painting in January 2023. Procurement verified the contract and found this option to be in the best interest of JAA and compliant with sections 2.05(A)(12) and/or 3.08 of the Procurement Code.



RECOMMENDATION:

Facilities & Engineering recommends JAA utilize Florida Air National Guard Contract No. W50S6Y22P0013, pursuant to Sections 2.05(A)(12) and/or 3.08 of the Procurement Code, to make a properly noticed award to Energy Engineering and Controls, Inc., for the painting of one static F-15, in a not-to-exceed amount of \$25,000.00.

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Verification of Funding	
Title:	Lauren Scott, Sr. Manager Aviation Planning & Development
Signature:	<i>Lauren Scott</i>

I have verified that 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>Amanda Luna Facilities Administrator</p> <hr style="border: 0; border-top: 1px solid black; margin: 10px 0;"/> <p>PROCUREMENT REVIEW: LeNedda Edwards Director of Procurement</p> <p>Devin J. Reed Chief Compliance Officer</p> <hr style="border: 0; border-top: 1px solid black; margin: 10px 0;"/> <p>SUBMITTED FOR APPROVAL: Tony Cugno Chief Operating Officer</p> <hr style="border: 0; border-top: 1px solid black; margin: 10px 0;"/>	<p style="font-size: small;">Signed by: Robert Speight Signed at: 2022-11-17 15:49:05 +00:00 Reason: Witnessing Robert Speight</p> <p style="text-align: center;"><i>Robert Speight</i> </p> <hr style="border: 0; border-top: 1px solid black; margin: 5px 0;"/> <p style="font-size: small;">Signed by: LeNedda Edwards Signed at: 2022-11-18 15:38:59 -05:00 Reason: Witnessing LeNedda Edwards</p> <p style="text-align: center;"><i>LeNedda Edwards</i> </p> <hr style="border: 0; border-top: 1px solid black; margin: 5px 0;"/> <hr style="border: 0; border-top: 1px solid black; margin: 5px 0;"/>
	<p>Signature and Date</p> <p>Signature and Date</p> <p>Signature and Date</p>

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

Meeting Date: November 21, 2022

Recording Secretary

CEO APPROVAL:
Mark VanLoh
Chief Executive Officer

Signature and Date

CONDITIONS OF APPROVAL, IF ANY (*if over \$325,000.00, Board approval or ratification must be made pursuant to Sec 332.0075(3)(b), Florida Statutes*):



JACKSONVILLE AVIATION AUTHORITY
AWARDS COMMITTEE MEETING AGENDA
NOVEMBER 21, 2022

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. at the JAA Administration Building, 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/>.*

Noticed Agenda Item

(Exhibits available upon request)

Item 13: AC2022-11-13

Industrial Equipment Rental Services

Vendor: Sunbelt Rentals, Inc.

(Cost: \$70,001.00 Funding: Various)

Updated Piggyback Posting: November 9-15, 2022



SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Subject/Awardee: Industrial Equipment Rental Services / Sunbelt Rentals, Inc.	Cost: \$70,001.00
Solicitation No: Piggyback – City of Jax Contract City of Jax Contract No. SC-0285-21	Budgeted, Transferred, or Contingency: Budgeted
On-Going Maintenance Cost: N/A	Funding Source: Various

Attached / Supporting Documents

- Exhibit "A"** – JAA Award AC2022-02-10
- Exhibit "B"** – Spend Analysis and Public Posting Notice

BACKGROUND:

On February 28, 2022, the Jacksonville Aviation Authority’s (JAA) Awards Committee approved JAA Award No. AC2022-02-10 to Sunbelt Rentals, Inc. for industrial equipment rental services. The award authorizes the use of City of Jacksonville (COJ) Contract No. SC-0285-21 through September 2023 in a total not-to-exceed amount of \$94,999.00.

Due to increased requests for equipment rentals, Procurement requests authorization to increase the total award amount by \$70,001.00 to cover various current and for future equipment rentals by all JAA departments.

RECOMMENDATION:

Procurement recommends JAA Award No. AC2022-02-10, awarded to Sunbelt Rentals Inc. utilizing COJ Contract No. SC-0285-21, for industrial equipment rental services, be amended to: (i) address an increase in various current and for future equipment rentals by all JAA departments; and (ii) increase the not-to-exceed amount by an additional \$70,001.00 for use on an "as-needed" basis through September 30, 2023, resulting in a new potential not-to-exceed award total of \$165,000.00. Funds are budgeted within various cost centers.

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Verification of Funding	
Title:	N/A
Signature:	<p>I have verified that there are budgeted funds in the above-referenced funding source that are sufficient to cover the amount of this award submission (<i>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</i>).</p>

<p>ORIGINATED AND SUBMITTED FOR APPROVAL BY:</p> <p>Monica M. Frazier Contract Administrator</p>	<p>Signed by: Monica Frazier Signed at: 2022-11-17 14:43:14 +00:00 Reason: Witnessing Monica Frazier</p> <p style="text-align: center;"><i>Monica M. Frazier</i> </p> <hr/> <p style="text-align: center;">Signature and Date</p>
<p>PROCUREMENT REVIEW:</p> <p>LeNedda Edwards Director of Procurement</p>	<p>Signed by: LeNedda Edwards Signed at: 2022-11-17 09:58:58 -05:00 Reason: Witnessing LeNedda Edwards</p> <p style="text-align: center;"><i>LeNedda Edwards</i> </p> <hr/> <p style="text-align: center;">Signature and Date</p>
<p>Devin J. Reed Chief Compliance Officer</p>	<p style="text-align: center;"><i>Devin Reed</i></p> <hr/> <p style="text-align: center;">Signature and Date</p>
<p>SUBMITTED FOR APPROVAL:</p> <p>Devin J. Reed Chief Compliance Officer</p>	<p>Signed by: Devin Reed Signed at: 2022-11-17 15:45:08 +00:00 Reason: Witnessing Devin Reed</p> <p style="text-align: center;"><i>Devin Reed</i> </p> <hr/> <p style="text-align: center;">Signature and Date</p>

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

Meeting Date: November 21, 2022

Recording Secretary

CEO APPROVAL:
Mark VanLoh
Chief Executive Officer

Signature and Date

<p>CONDITIONS OF APPROVAL, IF ANY (<i>if over \$325,000.00, Board approval or ratification must be made pursuant to Sec 332.0075(3)(b), Florida Statutes</i>):</p>



JACKSONVILLE AVIATION AUTHORITY
AWARDS COMMITTEE MEETING AGENDA
NOVEMBER 21, 2022

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Noticed Agenda Item

(Exhibits available upon request)

Item 14: AC2022-11-14

**Airport Service Quality (ASQ) Main Survey
Vendor: Airports Council International
(Cost: \$109,580.58 Funding: 46204.77230)
Sole Source/Proprietary Posting: November 9-15, 2022**



SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Subject/Awardee: Airport Service Quality (ASQ) Main Survey/ Airports Council International		Cost: \$109,580.58
Solicitation No: Sole Source/Proprietary	Budgeted, Transferred, or Contingency:	Budgeted
On-Going Maintenance Cost: NA	Funding Source:	46204.77230
Attached / Supporting Documents		
Exhibit "A" – ASQ Agreement 2023, Sole Source Form and Public Notice Posting		

BACKGROUND:

The Jacksonville Aviation Authority (JAA) has participated in the Airport Service Quality (ASQ) Survey Program since its inception in 2008. ASQ is the world’s leading airport customer satisfaction benchmarking program and is used to survey over 250 airports in more than 50 countries every quarter of the year. JAA desires to continue participating in this program, the sole proprietor of which is Airports Council International (ACI). JAA is currently under contract with ACI, which contract is being satisfactorily performed but will expire December 31, 2022.

The ASQ Survey Program is an invaluable tool in helping JAA understand where to focus financial and human efforts for customer services to the passengers who use JAX. The data obtain for the surveys inform JAA of areas that are doing well and opportunities for improvement.

RECOMMENDATION:

Operations recommends JAA make a properly noticed award, pursuant to Sec. 3.09 of the Procurement Code, to Airports Council International for customer satisfaction benchmarking and survey consulting services for a five-year term totaling \$109,580.58, based on annual approved budgeted funds, as well as performance and adherence to all contract terms and conditions.

2023	2024	2025	2026	2027
\$20,640.00	\$21,259.20	\$21,896.98	\$22,553.89	\$23,230.51

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Verification of Funding	
Title:	Terry Dlugos, Senior Director of Operations
Signature:	<div style="display: flex; align-items: center;"> <div style="font-size: small;">I have verified that 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).</div> </div>

<p>ORIGINATED AND SUBMITTED FOR APPROVAL BY:</p> <p>Bryan Long, C.M. Terminal Operations Manager</p>	<p>Signed by: Bryan Long Signed at 2022-11-18 15:28:08 +00:00 Reason: Witnessing Bryan Long</p> <div style="text-align: right; margin-top: 10px;"> </div> <p>_____ Signature and Date</p>
<p>PROCUREMENT REVIEW:</p> <p>Monica Frazier Contract Administrator</p>	<p style="text-align: right; margin-top: 10px;"> </p> <p>_____ Signature and Date</p>
<p>LeNedda Edwards Director of Procurement</p>	<p style="text-align: right; font-size: x-small; margin-top: 10px;"> Signed by: LeNedda Edwards Signed at 2022-11-18 12:32:25 -05:00 Reason: Witnessing LeNedda Edwards </p> <div style="text-align: right; margin-top: 5px;"> </div> <p>_____ Signature and Date</p>
<p>SUBMITTED FOR APPROVAL:</p> <p>Tony Cugno Chief Operating Officer</p>	<p>Signed by: Tony Cugno Signed at 2022-11-18 20:09:53 +00:00 Reason: Witnessing Tony Cugno</p> <div style="text-align: right; margin-top: 10px;"> </div> <p>_____ Signature and Date</p>

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

Meeting Date: November 21, 2022

Recording Secretary

CEO APPROVAL:
Mark VanLoh
Chief Executive Officer

Signature and Date

CONDITIONS OF APPROVAL, IF ANY (if over \$325,000.00, Board approval or ratification must be made pursuant to Sec 332.0075(3)(b), Florida Statutes):



**JACKSONVILLE AVIATION AUTHORITY
AWARDS COMMITTEE MEETING AGENDA
NOVEMBER 21, 2022**

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Noticed Agenda Item

(Exhibits available upon request)

Item 15: AC2022-11-15

**FedEx Roof Rehabilitation at JIA
Vendor: Register Roofing and Sheet Metal, Inc.
(Cost: \$1,744,652.00 Funding: Capital)**



SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Subject/Awardee: FedEx Roof Rehabilitation at JIA / Register Roofing and Sheet Metal, Inc.		Cost: \$1,744,652.00
Solicitation No: ITB C-869	Budgeted, Transferred, or Contingency:	Budgeted
On-Going Maintenance Cost: N/A	Funding Source:	Capital
Attached / Supporting Documents		
Exhibit "A" – Bid Tab, Solicitation Sheet, DBE Memo		

BACKGROUND:

This project includes the renovation of the FedEx Cargo Building Roof at Jacksonville International Airport (JAX). The renovation consists primarily of installing a Thermoplastic Polyolefin (TPO) membrane and insulation on the existing metal roof deck, flashing and downspouts to provide a waterproof condition. Removal and reinstallation of existing rooftop equipment, parapet coping, ridge vents, lighting protection, etc. are also required for the new roofing system. Work will also include flushing of existing underground drain lines.

One responsive bid and two non-responsive bids were received on October 4, 2022.

FedEx Roof Rehabilitation

Register Roofing and Sheet Metal, Inc.	\$ 1,744,652
Jenkins Roofing (Non-Responsive)	No Bid Bond
US Coating Specialists (Non-Responsive)	No Bid Bond

Register’s bid is significantly below the Engineer’s estimate of \$2,439,744. Discussions with the low bidder indicate that they have reviewed the project requirements and are comfortable with their bid. Register has done a significant amount of roofing work for the Authority, including installing a TPO roof on Air Cargo 2 at JIA. There are currently \$2,868,993.60 remaining in the project budget.




RECOMMENDATION:

Engineering & Facilities recommends JAA make an award to Register Roofing and Sheet Metal, Inc., the lowest responsive, responsible bidder of three (3) bidders in response to ITB C-869, for the FedEx Roof Rehabilitation at JIA, in the amount of \$1,744,652.00.

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Verification of Funding	
Title:	Lauren Scott, Sr. Manager Aviation Planning & Development
Signature:	<i>Lauren Scott</i>

I have verified that 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>Derek Powder Sr. Manager, Facilities & Engineering</p>	<p>Signed by: Derek Powder Signed at: 2022-11-17 11:28:28 -05:00 Reason: Witnessing Derek Powder</p> <div style="text-align: center;">  _____ Signature and Date </div>
<p>PROCUREMENT REVIEW:</p> <p>LeNedda Edwards Director of Procurement</p>	<p>Signed by: LeNedda Edwards Signed at: 2022-11-17 12:47:54 -05:00 Reason: Witnessing LeNedda Edwards</p> <div style="text-align: center;">  _____ Signature and Date </div>
<p>SUBMITTED FOR APPROVAL:</p> <p>Tony Cugno Chief Operating Officer</p>	<p>Signed by: Tony Cugno Signed at: 2022-11-17 19:07:24 +00:00 Reason: Witnessing Tony Cugno</p> <div style="text-align: center;">  _____ Signature and Date </div>

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

Meeting Date: November 21, 2022

Recording Secretary

CEO APPROVAL:
Mark VanLoh
Chief Executive Officer

Signature and Date

CONDITIONS OF APPROVAL, IF ANY (*if over \$325,000.00, Board approval or ratification must be made pursuant to HB-915*):



JACKSONVILLE AVIATION AUTHORITY
AWARDS COMMITTEE MEETING AGENDA
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Noticed Agenda Item

(Exhibits available upon request)

Item 16: AC2022-11-16

**JIA General Aviation Federal Inspection Services Facility
Vendor: Pond & Company
(Cost: \$834,603.00 Funding: Capital)**



SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Subject/Awardee: JIA General Aviation Federal Inspection Services Facility / Pond & Company		Cost: \$834,603.00
Solicitation No: RFQ No. 19-32-42001	Budgeted, Transferred, or Contingency:	Budgeted
On-Going Maintenance Cost: N/A	Funding Source:	Capital

Attached / Supporting Documents

- Exhibit "A"** - COVID-19 Suspension letter with acknowledgement
- Exhibit "B"** - Qualifications Matrix, Evaluation Matrix, SPIS, and Scope of Work
- Exhibit "C"** - Pond Proposal Summary (complete 44 pages available upon request)

BACKGROUND:

JAA released Request for Qualifications (RFQ) No. 19-32-42001 in June 2019 for design and associated services for a new Federal Inspection Services (FIS) facility in the General Aviation (GA) area at Jacksonville International Airport. The scope of this contract will include planning and programming, design, permitting, bidding assistance and construction administration services for the FIS project. This award was put on suspension due to COVID-19 (Exhibit A) and has been activated to return to the project list.

The proposed facility is anticipated to be approximately 5,000 SF in size. The project site is located along the east side of the existing City Ramp, i.e., aircraft ramp located at the end of Taxiway G in the General Aviation area of the airport. The facility is expected to have limited public access from the landside, necessitating some automobile parking. No additional aircraft apron pavement is anticipated as the aircraft will utilize the existing City Ramp.

On July 2, 2019, three qualification responses were received and were subsequently evaluated and ranked as follows:

Pond and Company	90.20
RS&H	83.32
KBJ-L&B Architects, LLC	74.29

Based on the results, the Evaluation Committee recommended contract negotiations begin with Pond & Company which resulted in an acceptable Project Proposal with Pond. There are currently \$4,000,000 remaining in the project budget.

RECOMMENDATION:

Engineering & Facilities recommends an award be made to Pond & Company, the highest ranked of three respondents to RFQ No. 19-32-42001, for engineering consultant services on the JIA General Aviation Federal Inspection Services Facility project, for a total not-to-exceed amount of \$834,603.00.

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Verification of Funding	
Name/Title:	Lauren Scott, Sr. Manager Aviation Planning & Development
Signature:	<i>Lauren Scott</i>

I have verified that 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:

Derek Powder
Sr. Manager, Engineering & Facilities

Signed by: Derek Powder
Signed at: 2022-11-17 11:21:43 -05:00
Reason: Witnessing Derek Powder




Signature and Date

PROCUREMENT REVIEW:

Samantha Smid
Procurement Administrator

Signed by: Samantha Smid
Signed at: 2022-11-17 17:31:35 -05:00
Reason: Witnessing Samantha Smid




Signature and Date

LeNedda Edwards
Director of Procurement

Signed by: LeNedda Edwards
Signed at: 2022-11-17 20:29:10 -05:00
Reason: Witnessing LeNedda Edwards




Signature and Date

SUBMITTED FOR APPROVAL:

Tony Cugno
Chief Operating Officer

Signed by: Tony Cugno
Signed at: 2022-11-18 20:12:35 +00:00
Reason: Witnessing Tony Cugno




Signature and Date

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

Meeting Date: November 21, 2022

Recording Secretary

CEO APPROVAL:
Mark VanLoh
Chief Executive Officer

Signature and Date

CONDITIONS OF APPROVAL, IF ANY (if over \$325,000.00, Board approval or ratification must be made pursuant to HB-915):