



JACKSONVILLE AVIATION AUTHORITY AWARDS COMMITTEE MEETING AGENDA

February 26, 2024

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: AC2024-02-01

Port-O-Let and Hygiene Station Rentals
Vendor: Floaters Portable Sanitation, Inc.
(Cost: \$25,001.00, Various)

Piggyback Public Notice Posting: February 14-21, 2024

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Subject/Awardee: Port-O-Let and Hygiene Station Rentals / Floaters Portable Sanitation, Inc.	Cost: \$25,001.00
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Solicitation No: Amendment	Budgeted, Transferred, or Contingency:	Budgeted
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On-Going Maintenance Cost: N/A	Funding Source: Various
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Attached / Supporting Documents

Exhibit "A" – COJ Contract No. SC-0311-21 Award Information and Scope of Services

Exhibit "B" – Public Notice Posting and Spend Analysis

BACKGROUND:

In 2022, the Jacksonville Aviation Authority (JAA) utilized City of Jacksonville (COJ) Contract No. SC-0311-21 to make an informal award to Floaters Portable Sanitation, Inc. for port-o-let and hygiene stations on an as-needed basis throughout JAA’s airport system. The informal award did not require Awards Committee approval.

JAA’s airport system continues to have a need for port-o-let and hygiene stations on an as-needed basis, particularly as it relates to special events and projects requiring such rentals.

Pursuant to Sections 2.05(A)(12) and/or 3.08 of JAA’s Procurement Code, Procurement’s initial and current review of COJ Contract No. SC-0311-21 reveal that it remains favorable and continues to meet JAA’s needs for such rentals. As such, Procurement is of the opinion that it is still in JAA’s best interest to continue piggybacking this contract, which was competitively awarded to Floaters Portable Sanitation, Inc.

RECOMMENDATION:

Procurement recommends JAA’s informal award to Floaters Portable Sanitation, Inc., utilizing COJ Contract No. SC-0311-21, for port-o-let, hygiene station rentals, and related services, be amended to increase the not-to-exceed amount by an additional \$25,001.00 for additional special events, projects and general use through contract expiration of April 14, 2024, as well as through the renewal options of up to two years in accordance with the terms and conditions of COJ Contract No. SC-0311-21. This amendment will result in a new potential not-to-exceed amount of \$50,000.00. Funds are budgeted within various cost centers.

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

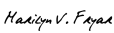

Verification of Funding	
Title:	Various Funding
Signature:	N/A

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:

Marilyn V. Fryar
Contract Administrator

Signed by: Marilyn V. Fryar
Signed at: 2024-02-21 14:00:54 +00:00
Reason: Witnessing Marilyn V. Fryar

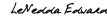




Signature and Date

PROCUREMENT REVIEW:

LeNedda Edwards
Director of Procurement

Signed by: LeNedda Edwards
Signed at: 2024-02-21 11:21:28 -05:00
Reason: Witnessing LeNedda Edwards






Signature and Date

SUBMITTED FOR APPROVAL:

Devin J. Reed
Chief Compliance Officer

Signed by: Devin Reed
Signed at: 2024-02-21 22:21:20 +00:00
Reason: Witnessing Devin Reed

Signature and Date

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

Meeting Date: Monday, February 26, 2024

Recording Secretary

CEO APPROVAL:

Mark VanLoh
Chief Executive Officer

Signature and Date

CONDITIONS OF APPROVAL, IF ANY (*if over \$1,000,000.00, Board approval or ratification must be made pursuant to Sec 332.0075(3)(b), Florida Statutes*):



JACKSONVILLE AVIATION AUTHORITY AWARDS COMMITTEE MEETING AGENDA

February 26, 2024

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Noticed Agenda Item

(Exhibits available upon request)

Item 2: AC2024-02-02

**Furniture, Installation and Related Services
Vendor: Various Authorized Resellers
(Cost: \$200,000.00 Funding: Various)
Piggyback Public Notice Posting: February 5-12, 2024**

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Subject/Awardee: Furniture, Installation and Related Services / Various Authorized Resellers	Cost: \$200,000.00
Solicitation No: Piggy-Back	Budgeted, Transferred, or Contingency: Budgeted
On-Going Maintenance Cost:	Funding Source: Various

Attached / Supporting Documents

Exhibit "A" – Omnia Partners Contract No. R191811 document and authorized resellers; and
Exhibit "B" – Public Posting Notices

BACKGROUND:

The Jacksonville Aviation Authority (JAA) issued "requirements contract" awards to various vendors for office furniture and related items by utilizing State of Florida Contract No. 56120000-19-ACS, which contract expired on December 01, 2023. Procurement receives frequent internal requests for office furniture and related items and, to expedite and provide competitive pricing for the same, Procurement has researched cooperative contracts for a favorable solution.

Pursuant to Sections 2.05(A)(12) and/or 3.08 of JAA’s Procurement Code, Procurement has reviewed Omnia Partners Contract No. R191811, which is favorable and meets JAA’s needs in providing various furniture brands and authorized resellers in the local area, with delivery and installation discounts. As such, Procurement is of the opinion that it is in JAA’s best interest to piggyback this contract, which was competitively awarded to various authorized resellers listed in attached Exhibit "A."

The contract term has two additional one-year renewal options available through April 30, 2025. Please note that Procurement recently publicly posted an informal award of this contract for the replacement of Human Resources’ furniture that was damaged during a recent weather event.

RECOMMENDATION:

Procurement recommends that JAA utilize Omnia Partners Contract No. R191811, for furniture, installation, and related services, to make a properly noticed award, pursuant to §§ 2.05(A)(12) and/or 3.08 of the Procurement Code, to the various manufacturers and authorized resellers approved under the Contract, in a collective not-to-exceed amount of \$200,000.00. JAA reserves the right to make similar purchases from other vendors when it is in its best interest to do so. 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:	VARIOUS
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:

Jocelyn Thomas
Procurement Specialist

Signed by: Jocelyn Thomas
Signed at: 2024-02-21 17:08:39 +00:00
Reason: Witnessing Jocelyn Thomas



Signature and Date

PROCUREMENT REVIEW:

LeNedda Edwards
Director of Procurement

LeNedda Edwards
Director of Procurement

Signed by: LeNedda Edwards
Signed at: 2024-02-21 12:19:15 -05:00
Reason: Witnessing LeNedda Edwards



Signature and Date

SUBMITTED FOR APPROVAL:

Devin Reed
Chief Compliance Officer

Devin Reed
Chief Compliance Officer

Signed by: Devin Reed
Signed at: 2024-02-21 17:36:34 +00:00
Reason: Witnessing Devin Reed

Signature and Date

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

Meeting Date: Monday, February 26, 2024

Recording Secretary

CEO APPROVAL:

Mark VanLoh
Chief Executive Officer

Signature and Date

CONDITIONS OF APPROVAL, IF ANY (*if over \$1,000,000.00, Board approval or ratification must be made pursuant to Sec 332.0075(3)(b), Florida Statutes*):



JACKSONVILLE AVIATION AUTHORITY AWARDS COMMITTEE MEETING AGENDA

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Noticed Agenda Item

(Exhibits available upon request)

Item 3: AC2024-02-03

Fluorine-Free Foam (F3)

Vendor: North American Fire Equipment Company, Inc.

(Cost: \$130,000.00 Funding: 45116)

Piggyback Public Notice Posting: February 15-22, 2024

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Subject/Awardee: Fluorine-Free Foam (F3) / North American Fire Equipment Company, Inc. (NAFECO)	Cost: \$130,000.00
Solicitation No: Piggyback	Budgeted, Transferred, or Contingency: Budgeted
On-Going Maintenance Cost: N/A	Funding Source: 45116.77410

Attached / Supporting Documents

- Exhibit "A"** – FAA CertAlert 23-07 Availability of Fluorine Free Foam (F3) on the Navy’s Qualified Products List (QPL)
- Exhibit "B"** – GSA Contract No. GS-07F-0304W, NAFECO Quote, and NAFECO Authorized Distributor Letter
- Exhibit "C"** – Public Notice Posting

BACKGROUND:



In September 2023, the Federal Aviation Administration (FAA), after years of research and testing, issued a National CertAlert instructing airports to transition to and begin utilizing Fluorine-Free Foam (F3 Foam) as a means of compliance with Title 14, Code of Federal Regulations, Part 139, Certification of Airports. The FAA, in concert with the Department of Defense and the Environmental Protection Agency, developed a transition plan to assist airports in their change from FAA’s initially specified Aqueous Film Forming Foam (AFFF) to the new F3 Foam. As of January 2024, only one product (SOLBERG 3%) has met the strict performance standards recognized by the FAA known as MIL SPEC.

Pursuant to Sections 2.05(A)(12) and/or 3.08 of JAA’s Procurement Code, Procurement has reviewed General Services Administration (GSA) Contract No. GS-07F-0304W, from a multiple award schedule for Security and Protection. As a result of its review, Procurement has concluded that this contract provides favorable pricing for the F3 Foam through an authorized distributor of the Solberg Brand. As such, Procurement is of the opinion that it is in JAA’s best interest to piggyback this contract, which was competitively awarded to NAFECO. The new F3 Foam will be used in Crash-17, 18 and 19, as well as for additional inventory stock required by regulations for maintenance filling on an “as-needed” basis.

RECOMMENDATION:

Operations recommends JAA make a properly noticed award to NAFECO, pursuant to Sections 2.05(A)(12) and/or 3.08 of the Procurement Code, utilizing GSA Contract No. GS-07F-0304W, to purchase Fluorine-Free Foam in compliance with FAA instructions to transition all Aircraft Rescue and Fire Fighting Vehicles from AFFF to F3 Foam, in a quoted price of \$86,122.00, plus an additional \$43,878.00 for any unforeseen costs, resulting in a total not-to-exceed amount of \$130,000.00. Funding is budgeted within Cost Center 45116.77410.

SUBMISSION FOR AWARDS COMMITTEE APPROVAL



Verification of Funding	
Title:	Terry Dlugos, Sr. Director of Operations
Signature:	<p style="font-size: small; margin: 0;">Signed by: Terry Dlugos Signed at: 2024-02-22 17:01:27 +00:00 Reason: Witnessing Terry Dlugos</p> <div style="display: flex; align-items: center; gap: 10px;">   </div>

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:

Robert Speight
Sr. Manager Airside Facilities

Signed by: Robert Speight
Signed at: 2024-02-22 17:21:44 +00:00
Reason: Witnessing Robert Speight

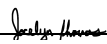




Signature and Date

PROCUREMENT REVIEW:

Jocelyn Thomas
Procurement Specialist



Signed by: Jocelyn Thomas
Signed at: 2024-02-22 17:44:06 +00:00
Reason: Witnessing Jocelyn Thomas

Signature and Date

LeNedda Edwards
Director of Procurement

Signed by: LeNedda Edwards
Signed at: 2024-02-22 12:45:40 -05:00
Reason: Witnessing LeNedda Edwards

Signature and Date

SUBMITTED FOR APPROVAL:

Tony Cugno
Chief Operating Officer

Signature and Date

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

Meeting Date: Monday, February 26, 2024 _____
Recording Secretary

CEO APPROVAL:
Mark VanLoh
Chief Executive Officer

Signature and Date

CONDITIONS OF APPROVAL, IF ANY (*if over \$1,000,000.00, Board approval or ratification must be made pursuant to Sec 332.0075(3)(b), Florida Statutes*):



JACKSONVILLE AVIATION AUTHORITY AWARDS COMMITTEE MEETING AGENDA

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Noticed Agenda Item

(Exhibits available upon request)

Item 4: AC2024-02-04

Prefabricated Buildings Lease and Related Services

Vendor: Williams-Scotsman, Inc.

(Cost: \$95,000.00 Funding: 45133)

Piggyback Public Notice Posting: February 15-22, 2024

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Subject/Awardee: Prefabricated Buildings Lease and Related Services / Williams-Scotsman, Inc.	Cost: \$95,000.00
Solicitation No: Piggyback	Budgeted, Transferred, or Contingency: Budgeted
On-Going Maintenance Cost: N/A	Funding Source: 45133.77320

Attached / Supporting Documents

- Exhibit "A"** – GSA Contract No. 47QSWA23D006P and Product Specs
- Exhibit "B"** – William-Scotsman Quote and Public Notice Posting

BACKGROUND:

In April of 2024, the Facilities Electrical Shop will be dislocated from their current office spaces to support the construction project of Concourse B. As a result, JAA management must arrange for the lease of a trailer for the electrical staff to utilize as a temporary mobile office.

Pursuant to Sections 2.05(A)(12) and/or 3.08 of JAA’s Procurement Code, Procurement has reviewed General Services Administration (GSA) Contract No. 47QSWA23D006P, which is favorable and meets JAA’s needs for such rentals. As such, Procurement is of the opinion that it is in JAA’s best interest to piggyback this contract, which was competitively awarded to Williams-Scotsman, Inc.

The mobile office lease will be established for an initial 18-month term with optional month-to-month rental, with the end date contingent upon completion of the new Concourse B. The quote for leasing the modular office trailer is \$88,654.18, with a contingency request of \$6,345.82 for any unforeseen needs for the trailer.

RECOMMENDATION:

Engineering & Facilities recommends JAA make a properly noticed award to Williams-Scotsman Inc., pursuant to Sections 2.05(A)(12) and/or 3.08 of the Procurement Code, utilizing GSA Contract No. 47QSWA23D006P, for a modular office trailer lease and related costs to temporarily house the Facilities Electrical Shop until completion of the JIA Concourse B project, in a quoted amount of \$88,654.18, plus an additional \$6,345.82 contingency, for a total not-to-exceed amount of \$95,000.00. Funding is budgeted within Cost Center 45133.

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Verification of Funding	
Title:	David Jones, Sr. Director of Engineering and Facilities
Signature:	<p style="font-size: small;">Signed by: David Jones Signed at: 2024-02-21 22:03:52 +00:00 Reason: Witnessing David Jones</p> <div style="display: flex; align-items: center; justify-content: center;"> </div>

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:

Robert Speight
Sr. Manager Airside Facilities

Signature and Date

Signed by: Robert Speight
Signed at: 2024-02-21 22:37:22 +00:00
Reason: Witnessing Robert Speight

PROCUREMENT REVIEW:

Jocelyn Thomas
Procurement Specialist

Signature and Date

LeNedda Edwards
Director of Procurement

Signature and Date

SUBMITTED FOR APPROVAL:

Tony Cugno
Chief Operating Officer

Signature and Date

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

Meeting Date: Monday, February 26, 2024 _____
Recording Secretary

CEO APPROVAL:
Mark VanLoh
Chief Executive Officer

Signature and Date

CONDITIONS OF APPROVAL, IF ANY (*if over \$1,000,000.00, Board approval or ratification must be made pursuant to Sec 332.0075(3)(b), Florida Statutes*):



JACKSONVILLE AVIATION AUTHORITY AWARDS COMMITTEE MEETING AGENDA

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Noticed Agenda Item

(Exhibits available upon request)

Item 5: AC2024-02-05

**Dry and Wet Carpet Cleaning
Vendor: Emerald Facility Management
(Cost: \$500,000.00 Funding: Various)**

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Subject/Awardee: Dry and Wet Carpet Cleaning / Emerald Facility Management	Cost: \$500,000.00
Solicitation No: ITB No. 24-03-45123	Budgeted, Transferred, or Contingency:
On-Going Maintenance Cost: <u>N/A</u>	Funding Source: Various

Attached / Supporting Documents

Exhibit "A" – ITB No. 24-03-45123 Scope of Services, Bid Matrix, and SPIS
Exhibit "B" – Emerald Facility Management’s Bid Forms and Proposal

BACKGROUND:

The Jacksonville Aviation Authority (JAA) is responsible for the upkeep and maintenance of carpets, passenger seating, and other related items for the comfort and safety of passengers, which areas require different levels and frequencies of annual cleaning. These services may be required throughout JAA’s Airport System.

Procurement issued Invitation to Bid (ITB) No. 24-03-45123 for dry and wet carpet cleaning and related services on December 7, 2023. On January 5, 2024, four conforming responses were received and evaluated based on lowest price. Two non-conforming responses were rejected due to non-compliance with the mandatory requirements. Emerald Facility Management was the lowest, responsible, and responsive bidder.



Bidder	Unit Bid Price (per sq ft)
Emerald Facility Management	\$0.078
SCSI	\$0.089
Velociti Services	\$0.090
Cubix, Inc.	\$0.090

RECOMMENDATION:







Engineering & Facilities recommends JAA make an award to Emerald Facility Management, the lowest of four responsive bidders to ITB No. 24-03-45123, for dry and wet carpet cleaning and related services, for an initial three-year term in a not-to-exceed amount of \$300,000.00, based upon historic spend data, with renewals of up to two years, resulting in a potential total five-year not-to-exceed amount of \$500,000.00. Funding for this purchase is budgeted within the requesting departments’ cost centers and will be verified and approved via JAA’s requisition process.

Initial Three-Year Term	1 st Renewal	2 nd Renewal
\$300,000.00	\$100,000.00	\$100,000.00

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Verification of Funding	
Title:	David Jones, Sr. Director of Engineering & Facilities
Signature:	<p>Signed by: David Jones Signed at: 2024-02-21 22:03:22 +00:00 Reason: Witnessing David Jones</p> <p style="text-align: center;">   </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 (*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: Tanmay Bhatt Signed at: 2024-02-22 10:32:01 -05:00 Reason: Witnessing Tanmay Bhatt
Tanmay Bhatt Projects and Contract Manager	  _____ Signature and Date
PROCUREMENT REVIEW:	Signed by: Samantha Smid Signed at: 2024-02-22 11:32:21 -05:00 Reason: Witnessing Samantha Smid
Samantha Smid Procurement Administrator	  _____ Signature and Date
LeNedda Edwards Director of Procurement	<p>Signed by: LeNedda Edwards Signed at: 2024-02-22 11:35:32 -05:00 Reason: Witnessing LeNedda Edwards</p>   _____ Signature and Date
SUBMITTED FOR APPROVAL:	Signed by: Tony Cugno Signed at: _____ Reason: _____
Tony Cugno Chief Operating Officer	_____ Signature and Date

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

Meeting Date: Monday, February 26, 2024

Recording Secretary

CEO APPROVAL:
Mark VanLoh
Chief Executive Officer

Signature and Date

CONDITIONS OF APPROVAL, IF ANY (*if over \$1,000,000.00, 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: AC2024-02-06

Job Order Contracting Services

**Vendor: The Gordian Group
(Cost: \$0.00 Funding: Various)**

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Subject/Awardee: Job Order Contracting Services / The Gordian Group	Cost: \$0.00
Solicitation No: Amendment	Budgeted, Transferred, or Contingency: Budgeted
On-Going Maintenance Cost: N/A	Funding Source: Various

Attached / Supporting Documents

Exhibit "A" – JAA Award AC2023-10-06
Exhibit "B" – Gordian Professional Services and License Agreement

BACKGROUND:

On October 23, 2023, the Jacksonville Aviation Authority’s (JAA) Awards Committee approved JAA Award No. AC2023-10-20 resulting from Request for Proposals (RFP) No. 23-09-45123, Job Order Contracting (JOC) Services, for categories of general contracting, electrical, asphalt and concrete. Three general contractors were chosen and referenced in the award: (i) Johnson-Laux Construction; (ii) FHP Tectonics Corp.; and (iii) E. Vaughan Rivers, Inc. This solicitation provided JAA with a custom JOC contract in lieu of the piggyback option that has been successfully piloted since 2021 for small construction projects, which is scheduled to expire in 2025.

Sourcewell Contract No. 050421-GGI allowed government agencies to engage The Gordian Group (Gordian) for custom JOC program development, implementation, and support. JAA is pleased with the support Gordian has provided to date. Under the new contract, Gordian will bill fees related to JOC program support separately. However, the initial award did not reference Gordian as an actual awardee. As such, this amendment is intended to formally name Gordian as an awardee and to ensure billing and audit compliance against invoices received for this contract and JAA Award No. AC2023-10-20.

RECOMMENDATION:

Procurement recommends that JAA Award AC1023-10-06 be amended to include The Gordian Group as an awardee to ensure billing and audit compliance against awarded funds for Job Order Contracting Services pursuant to RFP No. 23-09-45123. The solicitation was structured for utilization by all JAA departments for “as-needed” general contracting services as each department’s project budget allows.

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Verification of Funding	
Title:	n/a
Signature:	n/a

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:

LeNedda Edwards
Director of Procurement

LeNedda Edwards

Signature and Date

PROCUREMENT REVIEW:

LeNedda Edwards
Director of Procurement

Signed by: LeNedda Edwards
Signed at: 2024-02-21 12:02:17 -05:00
Reason: Witnessing LeNedda Edwards

LeNedda Edwards

Signature and Date

Devin Reed
Chief Compliance Officer

Signed by: Devin Reed
Signed at: 2024-02-21 17:38:46 +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: 2024-02-21 18:52:06 +00:00
Reason: Witnessing Tony Cugno

Tony Cugno

Signature and Date

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

Meeting Date: Monday, February 26, 2024 _____
Recording Secretary

CEO APPROVAL:
Mark VanLoh
Chief Executive Officer

Signature and Date

CONDITIONS OF APPROVAL, IF ANY (*if over \$1,000,000.00, Board approval or ratification must be made pursuant to Sec 332.0075(3)(b), Florida Statutes*):



JACKSONVILLE AVIATION AUTHORITY AWARDS COMMITTEE MEETING AGENDA

February 26, 2024

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: AC2024-02-07

SMS & Part 139 Tracking Software

Vendor: AEROSIMPLE, LLC

(Cost: \$159,000.00 Funding: 24001)

Sole Source Public Notice Posting: February 21-28, 2024

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Subject/Awardee: SMS & Part 139 Tracking / AEROSIMPLE	Cost: \$159,000.00
Solicitation No:	Budgeted, Transferred, or Contingency: Budgeted
On-Going Maintenance Cost: \$49,000	Funding Source: 24001

Attached / Supporting Documents

- Exhibit "A"** – AEROSIMPLE Quote, sole source/proprietary form, and public notice posting
- Exhibit "B"** – Airport List

BACKGROUND:

JAA has regulatory requirements related to Part 139 and Safety Management Systems (SMS). Compliance with these requirements is mandated by the Federal Aviation Administration (FAA) and affects JAA’s ability to operate a Part 139 airport. Historically, Part 139 compliance has been handled in a manual and labor-intensive manner, which is an inadequate method of tracking the new SMS compliance requirements.

In November 2023, Operations and Information Technology received approval from Procurement to conduct a zero-cost trial of AEROSIMPLE software services as allowed under Procurement Code Section 3.04(F) for pilot projects. Both Operations and IT are pleased with the results and would like to implement the software solution. AEROSIMPLE is a sole source / proprietary software that is not available from any other resellers.

AEROSIMPLE offers a software service that is specifically designed to meet the FAA and Part 139 compliance requirements and provide specific, required tracking and reporting to the FAA. This functionality is provided through AEROSIMPLE’s Ops Basic and SMS subscription offerings. Other airports have used AEROSIMPLE successfully with FAA inspectors to meet regulatory requirements, and the service is provisioned at 57 airport locations (Exhibit B).

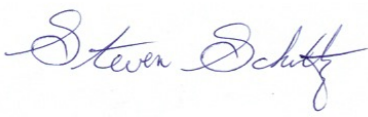
Note: This award request includes JAA’s GA airports. While not subject to Part 139 reporting and inspection, this will allow for a consistent process to be used at all JAA’s airports for airfield inspection and issue remediation.

RECOMMENDATION:









Information Technology recommends JAA make a properly noticed award, pursuant to Section 3.09 of the Procurement Code, to AEROSIMPLE, LLC, for software services related to FAA and Part 139 airfield inspections and safety management, in a potential not-to-exceed amount of \$159,000.00, over the three-year term of this award.

Initial Annual Term	1 st Renewal	2 nd Renewal
\$61,000.00	\$49,000.00	\$49,000.00

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*).

<p>ORIGINATED AND SUBMITTED FOR APPROVAL BY:</p> <p>Steven Schultz Director of Information Technology</p> <p>PROCUREMENT REVIEW: LeNedda Edwards Director of Procurement</p> <p>Devin Reed Chief Compliance Officer</p> <p>SUBMITTED FOR APPROVAL: Ross Jones Chief Financial Officer</p>	<p>Signed by: Steven Schultz Signed at: 2024-02-21 20:05:08 +00:00 Reason: Witnessing Steven Schultz</p> <p style="text-align: center;">   </p> <hr style="border: 0.5px solid black;"/> <p style="text-align: center;">Signature and Date</p> <p>Signed by: LeNedda Edwards Signed at: 2024-02-21 15:29:58 -05:00 Reason: Witnessing LeNedda Edwards</p> <p style="text-align: center;">   </p> <hr style="border: 0.5px solid black;"/> <p style="text-align: center;">Signature and Date</p> <p>Signed by: Devin Reed Signed at: 2024-02-21 20:43:19 +00:00 Reason: Witnessing Devin Reed</p> <p style="text-align: center;">   </p> <hr style="border: 0.5px solid black;"/> <p style="text-align: center;">Signature and Date</p> <p>Signed by: Ross Jones Signed at: 2024-02-22 18:01:31 +00:00 Reason: Witnessing Ross Jones</p> <p style="text-align: center;">   </p> <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: Monday, February 26, 2024

Recording Secretary

CEO APPROVAL:

Mark VanLoh
Chief Executive Officer

Signature and Date

CONDITIONS OF APPROVAL, IF ANY (*if over \$1,000,000.00, Board approval or ratification must be made pursuant to Sec 332.0075(3)(b), Florida Statutes*):