



JACKSONVILLE AVIATION AUTHORITY AWARDS COMMITTEE MEETING AGENDA

May 18, 2026

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: AC2026-05-01

**Financial Advisor Services Amendment
Vendor: PFM Asset Management; PFM Financial Advisors
and Augustine Asset Management
(Cost: \$400,000.00 Funding: 00001.78910)**

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Subject/Awardee: Financial & Investment Advisor Services / PFM Asset Management, LLC, PFM Financial Advisors, LLC and Augustine Asset Management		Cost: \$400,000.00
Solicitation No: Amendment	Budgeted, Transferred, or Contingency:	Budgeted
On-Going Maintenance Cost: N/A	Funding Source:	00001.78910
Attached / Supporting Documents		
Exhibit "A" – JAA Award No. AC2022-11-04		
Exhibit "B" – Spend Analysis		

BACKGROUND:

In November of 2022, the Jacksonville Aviation Authority’s (JAA) Awards Committee approved JAA Award No. AC2022-11-04 to PFM Asset Management, LLC (National Advisor), PFM Financial Advisors, LLC (National Advisor) and Augustine Asset Management (Local Advisor) for Financial Advisor Services.

JAA’s investment balances have grown and, therefore, the associated fees are higher for these scopes. The current approved spending authority for Augustine Asset Management of \$180,000.00 is approaching depletion. Therefore, this request is to obtain approval to increase the spending authority with Augustine Asset Management in the amount of \$400,000.00 through the December 31, 2028 contract expiration.

RECOMMENDATION:

Finance recommends JAA Award No. AC2022-11-04, awarded to PFM Asset Management, LLC, PFM Financial Advisors, LLC and Augustine Asset Management for Financial Advisor Services, be amended to increase the approved spending authority with Augustine Asset Management by an additional \$400,000.00, resulting from the growth of JAA’s investment balances, representing a new potential not-to-exceed amount of \$1,630,000.00 through the December 31, 2028 contract expiration.

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

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

Ross Jones
Chief Financial Officer _____
Signature and Date

SUBMITTED FOR APPROVAL:

Marilyn V. Fryar
Procurement Administrator _____
Signature and Date

Kathleen Fisher
Director of Procurement _____
Signature and Date

SUBMITTED FOR APPROVAL:

Ross Jones
Chief Financial Officer _____
Signature and Date

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

Meeting Date: May 18, 2026 _____
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 2: AC2026-05-02

**Cleaning Supplies, Equipment, and Custodial Related
Products**

**Vendor: Sid Tool Co., Inc. dba MSC Industrial Supply Co.
(Cost: \$1,125,000.00 Funding: 00000.17111)**

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Subject/Awardee: Cleaning Supplies, Equipment, and Custodial Related Products / Sid Tool Co., Inc. dba MSC Industrial Supply Co.	Cost: \$1,125,000.00
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Solicitation No: Piggyback	Budgeted, Transferred, or Contingency: Budgeted
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On-Going Maintenance Cost: N/A	Funding Source: 00000.17111
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Attached / Supporting Documents

Exhibit "A" – Omnia Partners, Region XIV Education Service Center Contract No. 02-150

BACKGROUND:

The Jacksonville Aviation Authority’s (JAA) Awards Committee approved JAA Award No. 2025-09-01 to HD Supply Facilities Maintenance, Ltd., for cleaning supplies, equipment, and custodial related products, services and solutions. Procurement Storeroom has tracked an increase in demand for custodial related products and expects that demand to continue to grow once the new Concourse B opens.

As a result, Procurement has identified the need for a secondary provider of cleaning supplies, equipment, and custodial related products, services and solutions. Procurement researched available contract options against various vendors and cooperative purchasing sources and determined Omnia Partners Region XIV Education Service Center Contract No. 02-150, awarded to Sid Tool Co., Inc., dba MSC Industrial Supply Co., represents a competitively viable option for this commodity. The contract term is through June 30, 2027, with up to two additional two-year renewals.

RECOMMENDATION:

Procurement recommends JAA make an award to Sid Tool Co., Inc., dba MSC Industrial Supply Co., utilizing Omnia Partners, Region XIV Education Service Center Contract No. 02-150, pursuant to Sections 2.05(A)(1)(c) and/or 3.08 of JAA’s Procurement Code, for the purchase of cleaning supplies, equipment and custodial related products, services and solutions, on an as-needed basis through contract expiration of June 30, 2027 and any exercised renewals available under the utilized contract, for a maximum five-year term, in a total potential not-to-exceed amount of \$1,125,000.00, based upon historic spend data.

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Verification of Funding	
Name/Title:	Eric Powell, Warehouse Manager
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:

Eric Powell
Warehouse Manager _____
Signature and Date

SUBMITTED FOR APPROVAL:

Marsha Veal
Procurement Specialist _____
Signature and Date

Kathleen Fisher
Director of Procurement _____
Signature and Date

SUBMITTED FOR APPROVAL:

Devin Reed
Chief Compliance Officer _____
Signature and Date

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

Meeting Date: May 18, 2026

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 3: AC2026-05-03

JAX Coloring Book and Broad Perpetual Airport License

Vendor: Varick Rosete

(Cost: \$65,000.00 Funding: 11105)

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Subject/Awardee: JAX Coloring Book and Broad Perpetual Airport License / Varick Rosete	Cost: \$65,000.00
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Solicitation No: RFI No. 2405-11105	Budgeted, Transferred, or Contingency: Budgeted
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On-Going Maintenance Cost: N/A	Funding Source: 11105
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Attached / Supporting Documents

- Exhibit "A"** – "Come Fly with Me" JAX Coloring Book
- Exhibit "B"** – Broad Perpetual Airport License Quote

BACKGROUND:

In 2024, the Jacksonville Aviation Authority’s (JAA) Procurement Department issued Request for Interest (RFI) No. 2405-11105 to solicit artistic services to create a Jacksonville International Airport (JAX) branded coloring book. In response to the RFI, three conforming proposals were received, and a competitive informal award was made to Varick Rosete. The coloring book was not previously brought to the Awards Committee because the \$8,400.00 spend was below the formal award threshold.

A children’s play area is planned for the upcoming Concourse B construction and will be modeled after the JAX coloring book. JAA is recommending an award be made to Varick Rosete to secure a Broad Perpetual Airport License for use of the images, likenesses, characters and artwork of the artist within the Jacksonville International Airport, as well as all current and future JAA concourses, properties and spaces. The \$65,000.00 license purchase will give JAA permission to use the images in the coloring book for the playground, wayfinding, signage, airport marketing, and the like.

RECOMMENDATION:

Marketing recommends that JAA’s competitive informal award to Varick Rosete, pursuant to RFI No. 2405-11105, as creator and artist of the JAX Coloring Book, be amended to increase the award by \$65,000.00 to procure a Broad Perpetual Airport License necessary for permission to use the images, themes, likenesses, characters and artwork contained in the JAX Coloring Book within the Jacksonville International Airport, as well as in all other current and future JAA properties and spaces. This increase represents a new total not-to-exceed amount of \$73,400.00.

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Verification of Funding	
Title:	Barbara Halverstadt, Chief Marketing Officer
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:

Jennifer Cook
Marketing & Community Programs Mgr. _____
Signature and Date

SUBMITTED FOR APPROVAL:

Meghan Miles
Procurement Administrator _____
Signature and Date

Kathleen Fisher
Director of Procurement _____
Signature and Date

SUBMITTED FOR APPROVAL:

Barbara Halverstadt
Chief Marketing Officer _____
Signature and Date

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

Meeting Date: May 18, 2026

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 4: AC2026-05-04

Mystery Shopper Program

Vendor: Customer Services Experts, Inc. dba CXE, Inc.

(Cost: \$150,000.00 Funding: 46204.77230)

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Subject/Awardee: Mystery Shopper Program / Customer Services Experts, Inc. dba CXE, Inc.	Cost: \$150,000.00
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Solicitation No: Piggyback	Budgeted, Transferred, or Contingency: Budgeted
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On-Going Maintenance Cost: N/A	Funding Source: 46204.77230
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Attached / Supporting Documents

Exhibit "A" – Kenton County Airport Board Contract No. 24-45RFP and Piggyback Approval
Exhibit "B" – JAA Mystery Shopper Program Contract with Pricing

BACKGROUND:

The Jacksonville Aviation Authority (JAA) has a need for a mystery shopper program at Jacksonville International Airport to measure concessionaire standards of quality related to products, concession appearance, and customer service experiences against JAA requirements.

Procurement researched available contract options against various vendors and cooperative purchasing sources and, as a result, is of the opinion that, pursuant to Sections 2.05(A)(1)(c) and/or 3.08 of the JAA Procurement Code, it is in JAA's best interest to utilize or piggy-back the Kenton County Airport Board Contract No. 24-45RFP that was competitively awarded to Customer Services Experts, Inc. dba CXE, Inc. (CXE). The contract term is through September 30, 2027, with two additional one-year renewal options. Based on negotiated pricing with CXE, Operations request a not-to-exceed amount of \$150,000.00 for the duration of the contract.

RECOMMENDATION:

Operations recommends that JAA utilize Kenton County Airport Board Contract No. 24-45RFP, to make an award to Customer Services Experts, Inc. dba CXE, Inc., for a Mystery Shopper Program, pursuant to Sections 2.05(A)(1)(c) and/or 3.08 of JAA's Procurement Code, through contract expiration of September 30, 2027, and any exercised renewals available under the utilized contract, for a maximum four-year term, in a total potential not-to-exceed award amount of \$150,000.00.

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Verification of Funding	
Name/Title:	Terry Dlugos, VP of Operations
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:

Bryan Long
Terminal Operations Manager _____
Signature and Date

SUBMITTED FOR APPROVAL:

Kathleen Fisher
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: May 18, 2026

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 5: AC2026-05-05SR

GL Wand and Excel4Apps Software and Support

Vendor: Insight Public Sector, Inc.

(Cost: N/A Funding: N/A)

Standardization Public Posting: May 8 - 15, 2026

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Request for Standardization: GL Wand and Excel4Apps Software and Support

Department: Information Technology

Manufacturer / Brand Name: Insight Public Sector, Inc.

Competition: Proprietary

Period of Standardization: Five Years

Attached / Supporting Documents

Exhibit "A" – Standardization Form and Public Notice Posting

BACKGROUND:

The Jacksonville Aviation Authority (JAA) currently uses GL Wand and Excel4Apps Software and Support for financial reporting purposes and to analyze data extracted from Oracle E-Business Suite. It is important that this software remains under vendor support to prevent disruption of JAA's ability to provide required financial reports.

JAA's Information Technology Department (IT) requests permission, pursuant to § 3.01(C) of JAA Procurement Code, to standardize Insight Public Sector, Inc.'s GL Wand and Excel4Apps Software and Support for a period of five years. While there are other products in the market that perform similar functions, changing to a different product would be disruptive to the work effort of the Finance Department.

IT is confident this standardization will result in the following:

1. Uniformity and Compatibility. Insight Public Sector, Inc.'s GL Wand and Excel4Apps Software have already been integrated into JAA's Oracle E-Business Suite. If JAA switches to another vendor, all of the Oracle queries and associated reports would need to be completely rebuilt from scratch as part of the conversion process.

2. Staff Training and Cost. JAA technicians have been trained to support Insight Public Sector, Inc.'s GL Wand and Excel4Apps and the related components. Different manufacturers would require different and additional training, which adds cost and complexity.

RECOMMENDATION:

Information Technology formally requests permission pursuant to § 3.01(C) of JAA's Procurement Code, to establish a properly noticed standardization of Insight Public Sector, Inc.'s GL Wand and Excel4Apps Software and Support, for a period of five years after the date of final approval, with JAA's discretion to renew or continue standardization after conducting market research. There is no funding required for this submission.

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:

Steven Schultz
Vice President of Information Technology _____
Signature and Date

SUBMITTED FOR APPROVAL:

Samantha Smid
Procurement Administrator _____
Signature and Date

Kathleen Fisher
Director of Procurement _____
Signature and Date

SUBMITTED FOR APPROVAL:

Ross Jones
Chief Financial Officer _____
Signature and Date

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

Meeting Date: May 18, 2026

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

May 18, 2026

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Noticed Agenda Item

(Exhibits available upon request)

Item 6: AC2026-05-06

GL Wand and Excel4Apps Software and Support
Vendor: Insight Public Sector, Inc.
(Cost: \$220,000.00 Funding: 24001.77280)

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Subject/Awardee: GL Wand and Excel4Apps Software and Support / Insight Public Sector, Inc.	Cost: \$220,000.00
Solicitation No: Standardization	Budgeted, Transferred, or Contingency: Budgeted
On-Going Maintenance Cost: N/A	Funding Source: 24001.77280

Attached / Supporting Documents

Exhibit "A" – Insight Software Quote

BACKGROUND:

Contingent upon the approval of JAA Award No. AC2026-05-05SR, Information Technology Department requests authorization to purchase GL Wand and Excel4Apps Software and Support for the duration of the standardization.

This software is proprietary to Insight Public Sector, Inc. and is only distributed through this vendor.

The vendor provided a three-year quote for \$126,199.21. Annual fees are set to increase by 4% each year. Based upon these estimates, Information Technology estimates a not-to-exceed amount of \$220,000.00 over the five-year duration of the standardization.

RECOMMENDATION:

Information Technology recommends, pursuant to the approval of Award No. AC2026-05-05SR and a properly noticed proprietary posting, that a requirements award be made to Insight Public Sector, Inc., for GL Wand and Excel4Apps Software and Support, in a not-to-exceed amount of \$220,000.00, over the five-year duration from the date of standardization approval.

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Verification of Funding	
Title:	Steven Schultz, VP 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 (<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:

Steven Schultz
Vice President of Information Technology _____
Signature and Date

SUBMITTED FOR APPROVAL:

Samantha Smid
Procurement Administrator _____
Signature and Date

Kathleen Fisher
Director of Procurement _____
Signature and Date

SUBMITTED FOR APPROVAL:

Ross Jones
Chief Financial Advisor _____
Signature and Date

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

Meeting Date: May 18, 2026 _____
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 7: AC2026-05-07

Pond and Fountain Maintenance Services

Vendor: Environmental Management Acquisition LLC dba

All Water Aquatic Resource Management

(Cost: \$114,296.37 Funding: 45133.77240)

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Subject/Awardee: Pond and Fountain Maintenance Services / Environmental Management Acquisition, LLC, dba Allwater Aquatic Resource Management	Cost: \$114,296.37
Solicitation No: ITB No. 26-15-45133	Budgeted, Transferred, or Contingency: Budgeted
On-Going Maintenance Cost: N/A	Funding Source: 45133.77240

Attached / Supporting Documents

- Exhibit "A"** – Environmental Management Acquisition LLC dba Allwater Aquatic Resource Management Bid Form
- Exhibit "B"** – Bid Opening Matrix and SPIS

BACKGROUND:

The Jacksonville Aviation Authority (JAA) has a continuing need for maintenance services for its surrounding ponds and fountains.

On March 13, 2026, JAA issued Invitation to Bid (ITB) No. 26-15-45133 for pond and fountain maintenance services. On March 13, 2026, JAA received three conforming bids and Environmental Management Acquisition, LLC, dba Allwater Aquatic Resource Management was the lowest, most responsive bidder for these services.

Bidder	Ranking	Total Combined 5 Year Price for Pond and Fountain Services
Environmental Management Acquisition LLC dba Allwater Aquatic Resource Management	1	\$84,296.37
Innovative Fountain Services	2	\$225,322.00
Solitude Lake Management LLC	3	\$324,000.00

Based on the bid price listed above for a potential five-year contract, Engineering & Facilities is requesting an additional \$30,000.00 in contingency funds to be spent over the potential contract term for unforeseen repairs and services.

RECOMMENDATION:

Engineering & Facilities recommends an award be made to Environmental Management Acquisition, LLC, dba Allwater Aquatic Resource Management, the lowest of three bidders in response to ITB No. 26-15-45133 for pond and fountain maintenance services, in the bid amount of \$84,296.37, plus an additional \$30,000.00 in contingency funds, for a total potential not-to-exceed amount of \$114,296.37 over the five-year contract term.

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Verification of Funding	
Title:	David Jones, VP of Engineering and Facilities
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:

Rob Speight
Facilities Director

Signature and Date

SUBMITTED FOR APPROVAL:

Meghan Miles
Procurement Administrator

Signature and Date

Kathleen Fisher
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: May 18, 2026

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 8: AC2026-05-08

Baggage Handling System Products

Vendor: Unified Supply, Inc.

(Cost: \$300,000.00 Funding: 00000.17111)

Sole Source Public Posting: May 1 - 21, 2026

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Subject/Awardee: Baggage Handling System Products / Unified Supply, Inc.	Cost: \$300,000.00
Solicitation No: Sole Source	Budgeted, Transferred, or Contingency: Budgeted
On-Going Maintenance Cost: N/A	Funding Source: 00000.17111

Attached / Supporting Documents

- Exhibit "A"** – Justification of Sole Source
- Exhibit "B"** – Sole Source Public Posting

BACKGROUND:

The Jacksonville Aviation Authority’s (JAA) Baggage Handling System (BHS) utilizes Stearns Maxi I Carousel equipment in all the baggage claims and make-up units at Jacksonville International Airport. Stearns is no longer in business and Unified Supply, Inc., is the sole manufacturer of the Maxiclam II New Style Slope (Incline) Plate products that are compatible with the Stearns’ original equipment manufacturer requirements for the BHS.

Pursuant to Section 3.09 of JAA’s Procurement Code, it is in JAA’s best interest to utilize a sole source agreement with Unified Supply, in a five-year potential not-to-exceed amount of \$300,000.00.

RECOMMENDATION:

Engineering & Facilities recommends JAA make a properly noticed sole-source award, pursuant to Section 3.09 of the Procurement Code, to Unified Supply, Inc., for Maxiclam II New Style Slope (Incline) Plate products for the Baggage Handling System at Jacksonville International Airport, in a five-year potential not-to-exceed amount of \$300,000.00, based upon historic spend data.

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Verification of Funding	
Title:	David Jones, Vice President of Engineering and Facilities
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:

Rob Speight
Director of Facilities _____
Signature and Date

SUBMITTED FOR APPROVAL:

Meghan Miles
Procurement Administrator _____
Signature and Date

Kathleen Fisher
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: May 18, 2026 _____
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

May 18, 2026

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 9: AC2026-05-09

**Purchasing Card Services
Vendor: JPMorgan Chase Bank
(Cost: Revenue Generated Funding: N/A)**

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Subject/Awardee: Purchasing Card Services / JPMorgan Chase Bank	Cost: Revenue Gen.
Solicitation No: Amendment	Budgeted, Transferred, or Contingency: N/A
On-Going Maintenance Cost: N/A	Funding Source: N/A

Attached / Supporting Documents

- Exhibit "A"** – JAA Award No. AC2024-10-02
- Exhibit "B"** – Master Commercial Card Agreement

BACKGROUND:

In October of 2024, the Jacksonville Aviation Authority’s (JAA) Awards Committee approved JAA Award No. AC2024-10-02 to JPMorgan Chase Bank for General Banking Services.

JAA’s contract with Regions Bank for Purchasing Card Services expires July 31, 2026. As a result of business priorities and the time required to issue a solicitation for Purchasing Card Services, it was deemed to be in JAA’s best interest to amend its contract with JPMorgan Chase Bank to include Purchasing Card Services, which scope of services was contemplated under the original solicitation. Therefore, this request is to obtain approval to amend the General Banking Services contract award to include Purchasing Card Services through contract expiration of November 30, 2029.

JAA and JPMorgan Chase Bank have mutually agreed to the fees, terms and conditions pursuant to the Master Commercial Card Agreement, which is attached hereto as **Exhibit B**. The volume of spend generates rebates to JAA.

RECOMMENDATION:

Finance recommends JAA Award No. AC2024-10-02, awarded to JP Morgan Chase Bank for General Banking Services, be amended to include Purchasing Card Services, which will result in a revenue generating agreement for this scope of services and will extend through contract expiration of November 30, 2029.

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:

Meghan Miles
Procurement Administrator

Signature and Date

SUBMITTED FOR APPROVAL:

Kathleen Fisher
Director of Procurement

Signature and Date

SUBMITTED FOR APPROVAL:

Ross Jones
Chief Financial Officer

Signature and Date

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

Meeting Date: May 18, 2026

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

May 18, 2026

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 10: AC2026-05-10

**Environmental Consulting Services
Vendors: CDM Smith, Inc., GLE Associates, Inc., and
SES Environmental Resource Solutions (ERS)
(Cost: \$975,000.00 Funding: 42001.77450)**

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Subject/Awardee: Environmental Consulting Services / CDM Smith, Inc., GLE Associates, Inc., and SES Environmental Resource Solutions (ERS)	Cost: \$975,000.00
Solicitation No: RFQ No. 26-08-42001	Budgeted, Transferred, or Contingency: Budgeted
On-Going Maintenance Cost: N/A	Funding Source: 42001.77450

Attached / Supporting Documents

Exhibit "A" – Scope of Services, Evaluation Matrix, and SPIS Form
Exhibit "B" – Fee Proposals from CDM Smith, Inc., GLE Associates, Inc., and SES Environmental Resource Solutions (ERS)

BACKGROUND:

The Jacksonville Aviation Authority (JAA) has a need for environmental consulting services on an on-call basis to assist with the management of the environmental and wildlife programs at all four airports in the JAA Airport System. The consultants will provide an external source of environmental expertise and assist JAA to ensure that all activities are conducted in accordance with federal, state, and local regulations. The impact categories include stormwater, asbestos, hazardous waste, and wildlife and wetlands.

On March 20, 2026, JAA released Request for Qualifications (RFQ) No. 26-08-42001 to obtain one or more consultants for environmental consulting services. On April 20, 2026, JAA received eight conforming Statement of Qualifications, which were evaluated and ranked in each of their respective impact categories (see Exhibit "A": Evaluation Matrix).

CDM Smith Inc. was the highest ranked Respondent for both stormwater and hazardous waste. GLE Associates, Inc. was the highest ranked Respondent for asbestos. SES Environmental Resource Solutions, LLC was the highest ranked Respondent for wildlife & wetlands. The Evaluation Committee recommends entering into requirements contracts with the three proposers in a total not-to-exceed amount of \$975,000.00, which does not represent any guarantee of work or payment to any of the proposers.

RECOMMENDATION:

Engineering & Facilities recommends a requirements contract award be made to:
(i) CDM Smith Inc. for stormwater and hazardous waste environmental services;
(ii) GLE Associates, Inc. for asbestos environmental services; and (iii) SES Environmental Resource Solutions, LLC for wildlife & wetlands management services, collectively representing a total potential not-to-exceed amount of \$975,000.00 over the five-year term, at JAA's sole discretion.

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Verification of Funding	
Title:	David Jones, Vice President of Engineering and Facilities
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:

Alison Doran
Planning and Environmental Administrator _____
Signature and Date

SUBMITTED FOR APPROVAL:

Samantha Smid
Procurement Administrator _____
Signature and Date

Kathleen Fisher
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: May 18, 2026

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*):