



JACKSONVILLE AVIATION AUTHORITY
AWARDS COMMITTEE MEETING AGENDA
OCTOBER 26, 2020

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

Teleconference Phone Number 1-904-900-2303, Access Code: 132 767 0617. Meeting password: 4NMgYMHfc84
****Please note this meeting is held in accordance with Governor's Order #20-69.***

Noticed Agenda Item

(Exhibits available upon request)

Item 1: AC2020-10-01

Public and Media Relations Agency of Record
Vendor: Tucker Hall
(Cost: \$371,322.00 Funding: 25001.77230)



AC2020-10-01

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Subject/Awardee: Public and Media Relations Agency of Record / Tucker Hall		Cost: \$371,322.00
Solicitation No: 20-26-25001	Budgeted, Transferred, or Contingency:	Budgeted
On-Going Maintenance Cost:	Funding Source: 25001 - 77230	
Attached / Supporting Documents		
Exhibit "A" - Evaluation Matrix		
Exhibit "B" - SPIS Form		

BACKGROUND:

The Jacksonville Aviation Authority’s (JAA) current Public and Media Relations Agency of Record contract expired on September 30, 2020. JAA continues to have a need to stay apprised of public awareness, community outreach initiatives and other strategic objectives. JAA issued Request for Proposal (RFP) No. 20-26-25001 to secure a new contract for these services. Proposals were received from three firms. The proposals were evaluated on agency experience, qualifications and management, staff experience and qualifications, proposed JAA public relations business plan, and proposed fees.

The proposals were evaluated and ranked as follows:

Rank Order	Respondents	Scores
1	Tucker/Hall	81.69
2	Priceweber	73.89
3	Sachs Media Group	70.29

RECOMMENDATION:

External Affairs recommends an award be made to Tucker/Hall, Inc., the highest ranked of three proposers in response to RFP No. 20-26-25001, for Public and Media Relations Agency of Record services, in a not-to-exceed amount of \$371,322.00, for an initial three-year term beginning upon contract execution, with renewal options of up to two years at JAA’s sole discretion, based on the vendor’s performance, adherence to contract terms and conditions, and approved budgeted funds.



AC2020-10-01

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Verification of Funding	
Name/Title:	Melissa Marcha-Lee/Sr. Exec. Assist.
Signature:	<i>Melissa Marcha-Lee</i>

I have verified that, as of 10/09/2020 there are budgeted funds in the above-referenced funding source that are sufficient to cover the amount of this award submission (*directors or their designees may verify funding; however, verification of an award submission that is unbudgeted or that requires transferred or contingency funding must also attach approved documentation evidencing the same*).

ORIGINATED AND SUBMITTED FOR APPROVAL BY:

Melissa Marcha-Lee
Senior Executive Assistant to CEO,
Board of Directors, Director of
Administration, and Director of
External Affairs

Signed by:Melissa Marcha-Lee
Signed at:2020-10-23 13:59:40 +00:00
Reason:Witnessing Melissa Marcha-Lee
Melissa Marcha-Lee

Signature and Date

PROCUREMENT REVIEW:

Buyer: Marilyn V. Fryar

Signed by:Marilyn V. Fryar
Signed at:2020-10-23 14:02:42 +00:00
Reason:Witnessing Marilyn V. Fryar
Marilyn V. Fryar

Signature and Date

Devin J. Reed
Director of Administration

Signed by:Devin Reed
Signed at:2020-10-23 14:11:16 +00:00
Reason:Witnessing Devin Reed
Devin Reed

Signature and Date

SUBMITTED FOR APPROVAL:

Michael Stewart
Director of External Affairs

Signed by:Nathan
Signed at:2020-10-23 14:27:15 +00:00
Reason:Witnessing Nathan
Nathan Stewart

Signature and Date

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

Meeting Date: 10/22/2020 _____

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):



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Noticed Agenda Item

(Exhibits available upon request)

Item 2: AC2020-10-02

**Generator Fuel Tank Repair
Vendor: Ring Power
(Cost: \$33,582.00; Funding: 45133.77410)**



AC2020-10-02

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Subject/Awardee: Generator Fuel Tank Repairs / Ring Power Corporation		Cost: \$33,582.50
Solicitation No: Amendment	Budgeted, Transferred, or Contingency: Budgeted	
On-Going Maintenance Cost: N/A	Funding Source: 45133.77410	
Attached / Supporting Documents		
Exhibit "A" – Ring Power Fuel Tank Repair Quotes		
Exhibit "B" – Previous Award and Amendments AC2018-12-05, AC2019-01-03, AC2020-05-01		
Exhibit "C" – Formal Posting		

BACKGROUND:

Recent generator compliance inspections conducted by the City of Jacksonville at the Jacksonville International Airport (JIA) revealed that the Jacksonville Aviation Authority (JAA) was out of compliance with new safety requirements and recent code changes. In order to achieve compliance, numerous generator fuel oil storage tanks require maintenance and repairs, including but are not limited to installation of new gauges, remediating surface corrosion, installation of new leak detectors, and testing for interstitial dryness in the tanks.

Facilities requested quotes from Ring Power Corporation, the current contractor for generator maintenance and repair services pursuant to JAA Award No. AC2018-12-05, for the required fuel tank repairs. The cost of repairs can be summarized as follows:

Fuel Tank	Tank Location	Associated Generator	Repair Cost
Tank 17	Maint. Warehouse	Generator 17	\$594.00
Tank 19	Tug Alley/S Baggage	Generator 8	\$2,469.00
Tank 21	Airfield Vault	Generator 5	\$14,636.00
Tank 22	Concourse A	Generator 12	\$223.50
Tank 23	Concourse C	Generator 11	\$223.50
Tank 26	Courtyard	Generator 13	\$8,275.00
Tank 27	Economy 2	Generator 16	\$993.75
Tank 28	Economy 1	Generator 15	\$993.75
Fuel Farm	Cole Flyer Rd.	N/A	\$5,174.00
Total Repair Cost			\$33,582.50

The repairs at JIA's Fuel Farm are required for the diesel fuel tanks and, therefore, are included as a necessary tank repair cost for the purposes of this award.

RECOMMENDATION:

Facilities recommends JAA Award No. AC2018-12-05 to Ring Power Corporation, for generator maintenance and repair services, be further amended to increase the total authorized not-to-exceed amount by \$33,582.50, for required fuel tank maintenance and repairs at JIA, resulting in a new award amount of \$843,582.50. Funds for this service are available within cost center 45133.77410.



AC2020-10-02

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

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

I have verified that, as of 10/12/2020 there are budgeted funds in the above-referenced funding source that are sufficient to cover the amount of this award submission (directors or their designees may verify funding; however, verification of an award submission that is unbudgeted or that requires transferred or contingency funding must also attach approved documentation evidencing the same).

ORIGINATED BY:

Kira Zander
Facilities Administrator

Signed by Kira Zander (Correct Email)
Signed at 2020-10-23 11:30:07 +00:00
Reason: Witnessing Kira Zander (Correct)

Kira Zander

Signature and Date

SUBMITTED FOR APPROVAL BY:

David Jones
Director, Facilities

Signed by David Jones
Signed at 2020-10-22 20:11:28 +00:00
Reason: Witnessing David Jones

David Jones

Signature and Date

PROCUREMENT REVIEW:

Buyer: David Bonner

Signed by David Bonner
Signed at 2020-10-23 11:58:36 +00:00
Reason: Witnessing David Bonner

Signature and Date

Devin J. Reed
Director of Administration

Signed by Devin Reed
Signed at 2020-10-23 14:08:19 +00:00
Reason: Witnessing Devin Reed

Devin Reed

Signature and Date

SUBMITTED FOR APPROVAL:

Anthony Cugno
Chief Operating Officer

Signature and Date

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

Meeting Date: 10/22/2020

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)



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Noticed Agenda Item

(Exhibits available upon request)

Item 3: AC2020-10-03

Air Filters

Vendor: Daiken Applied

(Cost: \$250,000.00; Funding: 45123.77420)



AC2020-10-03

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Subject/Awardee: Air Conditioner Filters for JIA / Daikin Applied America, Inc. **Cost:** \$ 250,000.00

Solicitation No: Piggy-Back **Budgeted, Transferred, or Contingency:** Budgeted

On-Going Maintenance Cost: N/A **Funding Source:** 45123.77420

Attached / Supporting Documents

Exhibit "A" – GSA Contract No. GS-07F-0377V

Exhibit "B" – Public Notice Posting

BACKGROUND:

The Jacksonville Aviation Authority (JAA) has historically utilized a General Services Administration (GSA) Contract for the purchase of one-inch, two-inch, four-inch and 12-inch air conditioner filters used in various HVAC equipment at the Jacksonville International Airport (JIA). The current contract is awarded to Daikin Applied Americas, Inc. utilizing GSA Contract No. GS-07-0377V with the term of June 22, 2019 through June 21, 2024. The Facilities Department requests authorization to enter into a contract with Daikin Applied America's, Inc. for the purchase of air filters.

Procurement has reviewed this supply request against various vendors and cooperative purchasing sources and is of the opinion that, pursuant to § 3.08 of the Procurement Code, it is in JAA's best interest to continue purchasing air conditioner filters by utilizing GSA Contract No. GS-07-0377V, which, again, was competitively awarded to Daikin Applied Americas, Inc.

RECOMMENDATION:

Facilities and Procurement recommend JAA utilize General Services Administration (GSA) Contract No. GS-07-0377V to make a properly noticed award to Daikin Applied Americas, Inc., for the purchase of air conditioner filters, in a total not-to-exceed amount of \$250,000.00 over a contract duration consistent with the GSA contract, which is effective through June 21, 2024. Funds for this purchase are budgeted within cost center 45123.77420.



AC2020-10-03

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

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

I have verified that, as of **10/12/2020** there are budgeted funds in the above-referenced funding source that are sufficient to cover the amount of this award submission (*directors or their designees may verify funding; however, verification of an award submission that is unbudgeted or that requires transferred or contingency funding must also attach approved documentation evidencing the same*).

ORIGINATED BY:

Kira Zander
Facilities Administrator

Signed by: Kira Zander (Correct Email)
Signed at: 2020-10-22 19:30:37 +00:00
Reason: Witnessing Kira Zander (Correct)

Kira Zander

Signature and Date

SUBMITTED FOR APPROVAL BY:

David Jones
Director, Facilities

Signed by: David Jones
Signed at: 2020-10-22 19:50:49 +00:00
Reason: Witnessing David Jones

David Jones

Signature and Date

PROCUREMENT REVIEW:

Buyer: Monica Frazier

Signed by: Monica Frazier
Signed at: 2020-10-22 20:04:28 +00:00
Reason: Witnessing Monica Frazier

Monica Frazier

Signature and Date

Devin J. Reed
Director of Administration

Signed by: Devin Reed
Signed at: 2020-10-22 20:07:43 +00:00
Reason: Witnessing Devin Reed

Devin Reed

Signature and Date

SUBMITTED FOR APPROVAL:

Anthony Cugno
Chief Operating Officer

Signed by: Tony Cugno
Signed at: 2020-10-22 20:08:46 +00:00
Reason: Witnessing Tony Cugno

Tony Cugno

Signature and Date

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

Meeting Date: 10/22/2020

Recording Secretary

CEO APPROVAL:
Mark VanLoh
Chief Executive Officer

Signature and Date



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Noticed Agenda Item

(Exhibits available upon request)

Item 4: AC2020-09-04

First Aid Kits

Vendor: Cintas Corporation

(Cost: \$27,000.00; Funding: 26101.77350)

Piggy-back Posting: Oct. 14-20, 2020



AC2020-10-04

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Subject/Awardee: Purchase and Replenishment of First Aid Kits / Cintas Corporation **Cost:** \$ 27,000.00

Solicitation No: Piggy-Back **Budgeted, Transferred, or Contingency:** Budgeted

On-Going Maintenance Cost: N/A **Funding Source:** 26101.77350

Attached / Supporting Documents

Exhibit "A" – Omnia Partners Contract No. R-BB-19002

Exhibit "B" – Public Notice Posting

BACKGROUND:

Risk Management and the Procurement Department have identified Facilities Management Products and Solutions, Omnia Partners Contract No. R-BB-19002, which is a cooperative purchasing agreement competitively awarded to Cintas Corporation for the purchase and replenishment of first aid kits. Utilizing this cooperative agreement reduces the cost of purchased goods and services through leveraging the combined purchasing power of governmental agencies worldwide.

Supplies and services for the first aid kits were initially awarded in March 2019 as an informal contract. Cost for the first aid supplies remained below the threshold amount requiring Award Committee approval. However, future supplies and services for the first aid kits will exceed the threshold and Risk Management anticipates the need for services to continue. As such, Risk Management requests authorization to amend the original informal award to accommodate additional projected costs of approximately \$27,000.00 for a final not-to-exceed total of \$52,000.00.

After market research, Procurement has determined that the Omnia Partners contract is still the best method to obtain supplies. Therefore, pursuant to § 3.08 of the Procurement Code, it is in JAA's best interest to continue purchasing first aid kit supplies by utilizing Omnia Partners Contract No. R-BB-19002.

RECOMMENDATION:

Risk Management and Procurement recommend JAA utilize Omnia Partners Contract No. R-BB-19002 to make a properly noticed award to Cintas Corporation, for first aid kit supplies and related items available under the Omnia Partners Contract, in a total not-to-exceed amount of \$52,000.00, for a duration consistent with that of the contract and any amendments thereto (currently effective through October 31, 2023). Funds for this purchase are budgeted within cost center 26101.



AC2020-10-04

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Verification of Funding	
Name/Title:	Michael May Human Resources Director
Signature:	<i>michael may</i>

I have verified that, as of **10/12/2020** there are budgeted funds in the above-referenced funding source that are sufficient to cover the amount of this award submission (*directors or their designees may verify funding; however, verification of an award submission that is unbudgeted or that requires transferred or contingency funding must also attach approved documentation evidencing the same*).

ORIGINATED BY:

Roger Studenski
Risk and Safety Manager

Signed by: roger.studenski
Signed at: 2020-10-23 10:21:28 +00:00
Reason: Witnessing roger.studenski

Roger Studenski

Signature and Date

SUBMITTED FOR APPROVAL BY:

Michael May
Human Resources Director

Signed by: michael may
Signed at: 2020-10-22 19:26:32 +00:00
Reason: Witnessing michael may

michael may

Signature and Date

PROCUREMENT REVIEW:

Buyer: Monica Frazier

Signed by: Monica Frazier
Signed at: 2020-10-23 13:25:12 +00:00
Reason: Witnessing Monica Frazier

Monica Frazier

Signature and Date

LeNedda Edwards
Procurement Manager

Signed by: LeNedda Edwards
Signed at: 2020-10-23 09:54:50 -04:00
Reason: Witnessing LeNedda Edwards

LeNedda Edwards

Signature and Date

SUBMITTED FOR APPROVAL:

Devin J. Reed
Director of Administrator

Signed by: Devin Reed
Signed at: 2020-10-23 14:12:48 +00:00
Reason: Witnessing Devin Reed

Devin Reed

Signature and Date

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

Meeting Date: 10/22/2020

Recording Secretary

CEO APPROVAL:
Mark VanLoh
Chief Executive Officer

Signature and Date



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Noticed Agenda Item

(Exhibits available upon request)

Item 5: AC2020-10-05

Video Surveillance & PARCS Emergency Call-out
Vendor: Johnson Control Inc
Sole Source



AC2020-10-05

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Subject/Awardee: Video Surveillance & PARCS Emergency Call-out / JCI		Cost: \$60,000
Solicitation No: Sole Source	Budgeted, Transferred, or Contingency:	Budgeted
On-Going Maintenance Cost: \$20,000	Funding Source: 24001.77280	
Attached / Supporting Documents		
Exhibit "A" - AC2020-03-08		
Exhibit "B" - AC2019-10-17		
Exhibit "C" - Sole Source Document and Posting		

BACKGROUND:

JAA previously issued Award No. AC2020-03-08 to Johnson Controls for preventative maintenance services for CCure access control and Victor video surveillance systems. JAA also previously issued Award No. AC2019-10-17 to Johnson Controls for preventative maintenance services on the TIBA Parking and Revenue Control System (PARCS).

While both of these agreements have provisions for emergency / unplanned call-out work to support operational needs for these systems, the above-mentioned awards did not consider the costs associated with these call-outs. Emergency call-outs are required from time to time, particularly where we have outside equipment subject to electrical storms and similar Florida weather.

This award request is to cover emergency call-out, subject to the rates and provisions specified in attached Exhibits A and B, and in the amount of the associated budgeted line item in the approved IT FY21 budget.

As this award request utilizes rates and provisions based on existing contracts, it represents a sole-source award.

RECOMMENDATION:

Information Technology recommends a properly noticed sole source award be made to Johnson Controls Inc. for emergency call-out services to support the JAA video surveillance and parking systems, in an initial year amount of \$20,000, with two optional renewals at the sole discretion of JAA, for a total not-to-exceed potential award amount of \$60,000.

Initial Year	First Renewal	Second Renewal
\$20,000	\$20,000	\$20,000



AC2020-10-05

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 of Information Technology

Signed by Steven Schultz
Signed at 2020-10-23 08:17:32 +00:00
Reason: Witnessing Steven Schultz

Signature and Date

PROCUREMENT REVIEW:

Buyer: Samantha Smid

Signed by Samantha Smid
Signed at 2020-10-23 09:38:35 -04:00
Reason: Witnessing Samantha Smid

Signature and Date

Devin J. Reed
Director of Administration

Signed by Devin Reed
Signed at 2020-10-23 14:14:07 +00:00
Reason: Witnessing Devin Reed

Signature and Date

SUBMITTED FOR APPROVAL:

Tony Cugno
Chief Operating Officer

Signature and Date

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

Meeting Date: 10/22/2020

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



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Noticed Agenda Item

(Exhibits available upon request)

Item 6: AC2020-10-06

Cecil Northeast Development

Vendors: Pond/Haskell

(Cost: \$500,000.00; Funding: Capital)



AC2020-10-06

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Subject/Awardee: Cecil Airport Eastside Development / Pond (A/E); HASKELL (CMR)		Cost: \$500,000.00
Solicitation No: Amendment	Budgeted, Transferred, or Contingency:	Budgeted
On-Going Maintenance Cost: N/A	Funding Source:	Capital
Attached / Supporting Documents		
Exhibit "A": JAA Award AC2020-05-06		
Exhibit "B": Pond A/E Design Services Proposal		
Exhibit "C": Haskell Pre-Const Services Proposal		

BACKGROUND:

JAA released Request for Qualifications (RFQ) No. 19-39-42001 for Professional Architectural and Engineering (A/E) Design Services and RFQ No. 19-40-42001 for Construction Management at Risk (CMR) Services associated with the Cecil Airport Eastside Development Site. The project is specific to the 107-acre site located on the eastside of the airfield between Approach Road and Taxiway E. The project represents a grouping of substantially similar construction, rehabilitation, and/or renovation activities as defined by Fla. Stat. Ann. 287.055(2)(f)(2) and may include aircraft hangars, roadways, taxiway connectors and similar horizontal and vertical aeronautical and support facilities necessary for aviation operations, aircraft maintenance, aircraft storage and/or other aeronautical businesses.

The Pond and Haskell contracts were originally approved under Award No. AC2020-05-06 for a total not to exceed amount of \$1,000,000.00 for planning and construction cost estimating services. The original \$1M was authorized as O&M due to the scope of services; however, JAA recently entered into contract negotiations for the design and pre-construction services of a tenant specific development for the northern half of the 107-acre parcel. As such, the funding source for this tenant development will now be Capital. Consistent with the recommendation below, JAA has negotiated an acceptable Project Proposal with Pond for A/E Design Services and Haskell for CMR Pre-Construction Services. The Construction Services will be presented at a later date, when appropriate.

Pond & Company – A/E Design Phase Services	\$ 6,414,313.17
Haskell – CMR Preconstruction Phase Services	\$ 399,000.00
Total	\$ 6,813,313.17

Currently, there is \$1.5M available in the project budget. The amount of design to be authorized in FY20 will not exceed the budgeted funds available. The remaining design effort will be presented as a separate package to Awards Committee in FY21.

RECOMMENDATION:

Planning and Development recommends JAA Award No. AC2020-05-06 to: (i) Pond & Company, for Architectural and Engineering (A/E) Design Services; and (ii) Haskell Company, for Construction Management at Risk (CMR) services, be amended to include and ratify \$500,000.00, for a new total of \$1,500,000.00.



AC2020-10-06



SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Verification of Funding	
Title:	Derek Powder, Sr. Manager of Engineering & Construction
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:


Derek Powder, PE
Sr. Manager of Engineering & Construction

Signature and Date



PROCUREMENT REVIEW:

Buyer: Samantha Smid



Signature and Date



Devin J. Reed
Director of Administration

Signature and Date

SUBMITTED FOR APPROVAL:

Tony Cugno
Chief Operating Officer

Signature and Date

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

Meeting Date: 10/22/2020

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
OCTOBER 26, 2020

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

Teleconference Phone Number 1-904-900-2303, Access Code: 132 767 0617. Meeting password: 4NMgYMHfc84

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

Noticed Agenda Item

(Exhibits available upon request)

Item 7: AC2020-10-07

Cisco SmartNet

Vendor: CDW Government

(Cost: \$198,867.33; Funding: 24001.77280)

Piggy-back Posting: Oct. 20-30, 2020



AC2020-10-07

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Subject/Awardee: Cisco SmartNet / CDW-G	Cost: \$198,867.33
Solicitation No: Piggyback	Budgeted, Transferred, or Contingency: Budgeted
On-Going Maintenance Cost: \$198,867.33	Funding Source: 24001.77280
Attached / Supporting Documents	
Exhibit "A" – CDW-G Price Quote	
Exhibit "B" – Parts List	
Exhibit "C" – Piggyback Posting	

BACKGROUND:

JAA generally uses Cisco equipment for phone system, network, and server hardware. As these components comprise critical elements of IT services necessary to operate JAA business, it is imperative that JAA be able to support and repair this equipment, which means maintaining Cisco support contracts (a.k.a. Cisco SmartNet) on these devices and related software.

It is worth noting that the support agreement covers over 640 pieces of equipment and related software. While it is JAA IT's intention to ensure all critical systems are covered by manufacture support, this award request is for a single year, as there are anticipated changes to support hardware in future years which will affect pricing. As such, an award for support during subsequent years will be sought when there is better clarity on those costs.

This award request utilizes a competitive piggy-back purchasing vehicle via Florida NVP Software Contract No. 43230000-NASPO-16-ACS-SVAR.

RECOMMENDATION:

Information Technology recommends utilizing Florida NVP Software Contract No. 43230000-NASPO-16-ACS-SVAR to make a properly noticed award to CDW-G for Cisco SmartNet support for phone, network, server and related system elements, software, hardware, equipment, and components, in a one-year not-to-exceed amount of \$198,867.33.



AC2020-10-07

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 of Information Technology

Signed by: Steven Schultz
Signed at: 2020-10-23 08:16:19 +00:00
Reason: Witnessing Steven Schultz

Signature and Date

PROCUREMENT REVIEW:

Buyer: Samantha Smid

Signed by: Samantha Smid
Signed at: 2020-10-23 09:38:44 -04:00
Reason: Witnessing Samantha Smid

Signature and Date

Devin J. Reed
Director of Administration

Signed by: Devin Reed
Signed at: 2020-10-23 14:15:04 +00:00
Reason: Witnessing Devin Reed

Signature and Date

SUBMITTED FOR APPROVAL:

Tony Cugno
Chief Operating Officer

Signature and Date

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

Meeting Date: ^{10/22/2020} _____

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):