



**JACKSONVILLE AVIATION AUTHORITY  
AWARDS COMMITTEE MEETING AGENDA  
AUGUST 26, 2019**

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/>.***

**Noticed Agenda Item**

**(Exhibits available upon request)**

**Item 1: AC2019-08-01**

**Wildlife Mitigation Services for JIA**

**Vendor: USDA**

**(Cost: \$596,284.00; Funding: 46204.77280)**



# SUBMISSION FOR AWARDS COMMITTEE APPROVAL

<b>Subject/Awardee:</b> Wildlife Mitigation Services / USDA		<b>Cost:</b> \$596,284.00
<b>Solicitation No:</b> Exempt P.Code 2.05(A)(10)	<b>Budgeted, Transferred, or Contingency:</b>	Budgeted
<b>On-Going Maintenance Cost:</b> N/A	<b>Funding Source:</b>	46204.77280
<b>Attached / Supporting Documents</b>		
<b>Exhibit "A"</b> – Cooperative Service Agreement		
<b>Exhibit "B"</b> – Work Plan, Financial Plan, and Public Posting Notice		

**BACKGROUND:**

The Jacksonville Aviation Authority (JAA) has developed a Federal Aviation Administration approved Wildlife Hazard Management Plan (WHMP) that details specific action items to reduce the threat of wildlife hazards. Consistent with its WHMP and in compliance with Title 14 of the Code of Federal Regulations Part 139, JAA is required to provide qualified personnel sufficient for the immediate alleviation of wildlife hazards when detected. Since October of 2014, JAA has met this regulatory requirement with services provided by the United States Department of Agriculture’s Animal and Plant Health Inspection Service (APHIS).


The purpose of this Cooperative Service Agreement (**Exhibit "A"**) is to provide a full time WS Wildlife Biologist to perform wildlife hazard management activities at Jacksonville International Airport as described in the Work Plan (**Exhibit "B"**). Responsibilities of the USDA Wildlife Service Biologist include conducting a harassment and removal program, assisting with the installation of exclusionary devices, and identifying and monitoring wildlife attractants such as food sources.

**RECOMMENDATION:**

**Operations Department recommends, in accordance with 2.05(A)(10) of the Procurement Code, a properly noticed award be made to the United States Department of Agriculture for it Animal and Plant Health Inspection Service, to secure the services of a full time Wildlife Service Biologist to perform wildlife hazard management activities at Jacksonville International Airport consistent with its Wildlife Hazard Management Plan and in compliance with Title 14 of the Code of Federal Regulations Part 139, in a not-to-exceed amount of \$115,280.00 for the initial year, with four annual renewal options at the sole discretion of JAA. This cooperative service agreement is invoiced and budgeted annually and has a potential five-year not-to-exceed amount of \$596,284.00.**

FY2020	FY2021	FY2022	FY2023	FY2024
\$115,280.00	\$116,988.00	\$119,863.00	\$120,640.00	\$123,513.00

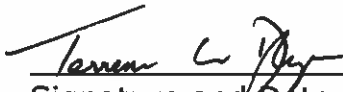
## SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Verification of Funding	
<b>Name/Title:</b>	<i>Terrence Dlugos Director of Operations</i>
<b>Signature:</b>	

I have verified that, as of 7/30/2019 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:**

Terry Dlugos  
Director of Operations


 7/30/2019  
Signature and Date

**PROCUREMENT REVIEW:**

LeNedda Edwards  
Procurement Administrator

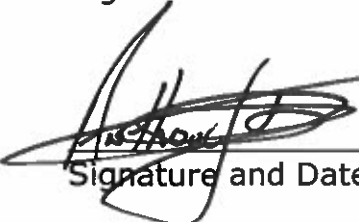
 7/25/2019  
Signature and Date

Devin J. Reed  
Procurement Director

 08.20.19  
Signature and Date

**SUBMITTED FOR APPROVAL:**

Tony Cugno  
Chief Operating Officer

 8/22/19  
Signature and Date

**AWARDS COMMITTEE APPROVAL / DENIAL: (Vote: \_\_\_\_\_ Ayes; \_\_\_\_\_ Nays)**

Meeting Date: \_\_\_\_\_

Recording Secretary

**CEO APPROVAL:**

Mark VanLoh  
Chief Executive Officer

\_\_\_\_\_  
Signature and Date

**CONDITIONS OF APPROVAL, IF ANY:**



**JACKSONVILLE AVIATION AUTHORITY**  
**AWARDS COMMITTEE MEETING AGENDA**  
**AUGUST 26, 2019**

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**Noticed Agenda Item**

**(Exhibits available upon request)**

**Item 2: AC2019-08-02**

**Wildlife Mitigation Services for GA Airports**

**Vendor: USDA**

**(Cost: \$486,279.00; Funding: 44202 44302, 44402-77280)**



# SUBMISSION FOR AWARDS COMMITTEE APPROVAL

<b>Subject/Awardee:</b> Wildlife Mitigation Services / USDA	<b>Cost:</b> \$486,279.00 (+5.5% Conting.)
<b>Solicitation No:</b> Exempt P.Code 2.05(A)(10)	<b>Budgeted, Transferred, or Contingency:</b> Budgeted
<b>On-Going Maintenance Cost:</b> N/A	<b>Funding Source:</b> 44202 44302 44402-77280

### Attached / Supporting Documents

- Exhibit "A"** - Cooperative Service Agreement
- Attachment "A"** - Work Plan
- Attachment "B"** - "F" - Financial Plan over 5 years

**BACKGROUND:**

The Jacksonville Aviation Authority's (JAA) three General Aviation airports either have developed or are in the process of developing a Wildlife Hazard Management Plan (WHMP) that has been or will be approved by the Federal Aviation Administration and details specific action items to reduce the threat of wildlife hazards. Consistent with their WHMP and in compliance with FAA Advisory Circulars (150/5200 Series), JAA's General Aviation Airports are seeking to provide qualified personnel sufficient for the immediate alleviation of wildlife hazards when detected. The General Aviation Airports currently meets this requirement using its Police Department and its General Aviation Specialist; however, it is JAA's desire to meet this requirement with services provided by the United States Department of Agriculture's Animal and Plant Health Inspection Service (APHIS).

The purpose of this Cooperative Service Agreement (**Exhibit "A"**), is to provide a full time Wildlife Services Biological Science Technician to perform wildlife damage management activities to reduce hazards created by animals injurious to aircraft, and human health and safety at JAA's General Aviation Airports, as described in the Work Plan (**Attachment "A"**). Responsibilities of the Wildlife Service Biological Science Technician include reviewing proposed construction plans on behalf of the airports, assist the airports in the annual review of WHMP, and conducting harassment or removal programs to deter wildlife from aircraft movement areas.


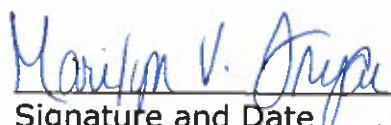
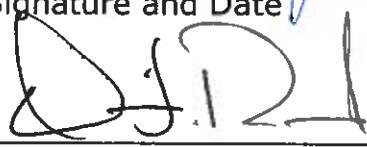

**RECOMMENDATION:**

**General Aviation Airports recommends, in accordance with 2.05(A)(10) of the Procurement Code, a properly noticed award be made to the United States Department of Agriculture for it Animal and Plant Health Inspection Service, to secure the services of a full time Wildlife Service Biologist to perform wildlife damage management activities at Jacksonville International Airport consistent with their respective Wildlife Hazard Management Plan and in compliance with FAA Advisory Circulars (150/5200 Series). This cooperative service agreement is invoiced and budgeted annually and has a potential five-year not-to-exceed amount of \$486,279.00, plus a 5.5% contingency, all of which may be applied to the initial year of this award for unforeseen and/or additional scopes of service that are unknown at this time.**

FY2020	FY2021	FY2022	FY2023	FY2024
\$92,956.00	\$95,106.00	\$97,257.00	\$99,405.00	\$101,555.00

## SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Verification of Funding	
Name/Title: <u>CHRIS GUEST, MGR FIRST COAST Flight Center</u>	I have verified that, as of <u>8/19/2019</u> 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).
Signature: <u>Chris Guest</u>	

<b>ORIGINATED AND SUBMITTED FOR APPROVAL BY:</b>	
Rolf Riechmann Director of General Aviation	 <u>8/12/19</u> Signature and Date
<b>PROCUREMENT REVIEW:</b>	
Marilyn Fryar Procurement Administrator	 <u>08.16.19</u> Signature and Date
Devin J. Reed Procurement Director	 <u>08.20.19</u> Signature and Date
<b>SUBMITTED FOR APPROVAL:</b>	
Rusty Chandler Chief of Cecil Airport and General Aviation	 <u>8/13/19</u> Signature and Date

**AWARDS COMMITTEE APPROVAL / DENIAL: (Vote: \_\_\_\_\_ Ayes; \_\_\_\_\_ Nays)**

Meeting Date: \_\_\_\_\_

\_\_\_\_\_  
Recording Secretary

**CEO APPROVAL:**

Mark VanLoh  
Chief Executive Officer

\_\_\_\_\_  
Signature and Date

**CONDITIONS OF APPROVAL, IF ANY:**



**JACKSONVILLE AVIATION AUTHORITY**  
**AWARDS COMMITTEE MEETING AGENDA**  
AUGUST 26, 2019

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**Noticed Agenda Item**

**(Exhibits available upon request)**

**Item 3: AC2019-08-03**

**Jetway Passenger Boarding Bridge Preventative Maintenance  
and Repair Services**

**Vendor: John Bean Technologies  
(Cost: \$225,000.00; Funding: 45123.77420)**



# SUBMISSION FOR AWARDS COMMITTEE APPROVAL

**Subject/Awardee:** Jetway Passenger Boarding Bridge Preventative Maintenance and Repair Services / John Bean Technologies **Cost:** \$225,000.00

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

**On-Going Maintenance Cost:** NA **Funding Source:** 45123.77420

### Attached / Supporting Documents

Exhibit "A" – Original and Amended Awards

### BACKGROUND:

On August 25, 2014, the Jacksonville Aviation Authority’s (JAA) Awards Committee approved award No. AC2014-08-01 to John Bean Technologies Corporation (JBT) for Jetway Passenger Loading Bridge Preventative Maintenance and Repair Services at the Jacksonville International Airport. The original and subsequent award amendments can be summarized as follows:

Award	Scope	Total
AC2014-08-01	Jetway Maintenance and Repair Services	\$2,016,331.00
AC2015-09-06	Inclusion of Parts (\$290K initial year; \$250 each renewal year)	\$1,290,000.00
AC2016-07-03	Add \$100,000 for each renewal year	\$400,000.00
AC2017-07-05	Add \$150,000 for each of remaining three renewal years	\$450,000.00
AC2019-03-02	Add \$300,000 for the final renewal year	\$300,000.00
AC2019-04-02	Add \$200,000 for increased 24/7 manpower	\$200,000.00
AC2019-06-01	Add \$200,00.00 for parts	\$200,000.00
<b>Total:</b>		<b>\$4,856,331.00</b>

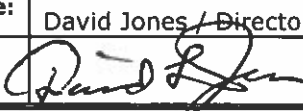
The current award amount authorizes an amount of \$1,000,000.00 for parts and repairs outside the scope of contract. Costs for equipment and repairs for all 20 passenger loading bridges (PLB) have resulted in increased parts costs over the past several months, which have exceeded previous estimates. As such, Facilities requests authorization to increase the amount for PLB parts and repairs by \$225,000.00 for the final contract term.

### RECOMMENDATION:

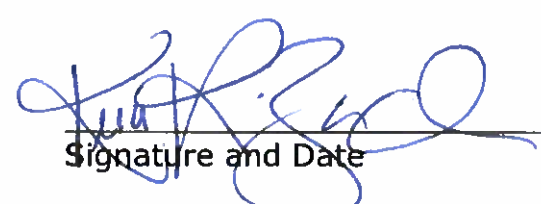
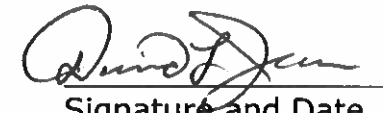
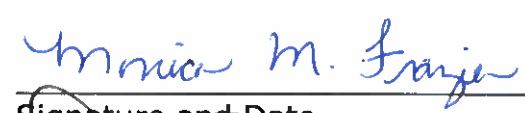
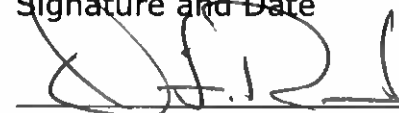
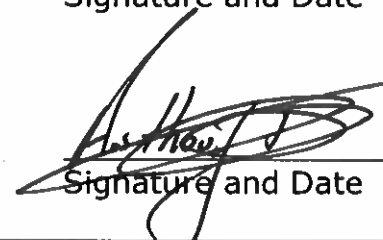
**Facilities recommends Award No. AC2014-08-01 to John Bean Technologies Corporation, for Jetway passenger loading bridge preventative maintenance and repair services at JIA, be further amended to add \$225,000.00 for the cost of parts and repairs outside the scope of contract, which results in a potential final contract year not-to-exceed amount of \$1,844,394.00 and a total potential award amount of \$5,081,331.00. Funds are available within cost center 45123.77420.**



## SUBMISSION FOR AWARDS COMMITTEE APPROVAL

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

I have verified that, as of **8/12/2019** 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*).

<b>ORIGINATED BY:</b>	
Kira Zander Facilities Administrator	 8/12/19 Signature and Date
<b>SUBMITTED FOR APPROVAL BY:</b>	
David Jones Director, Facilities	 12 AUG 2019 Signature and Date
<b>PROCUREMENT REVIEW:</b>	
Buyer: Monica Frazier	 8.16.19 Signature and Date
Devin J. Reed Procurement Director	 08.20.19 Signature and Date
<b>SUBMITTED FOR APPROVAL:</b>	
Anthony Cugno Chief Operating Officer	 8/22/19 Signature and Date

**AWARDS COMMITTEE APPROVAL / DENIAL: (Vote: \_\_\_\_\_ Ayes; \_\_\_\_\_ Nays)**

Meeting Date: \_\_\_\_\_

\_\_\_\_\_  
Recording Secretary

**CEO APPROVAL:**

Mark VanLoh  
Chief Executive Officer

\_\_\_\_\_  
Signature and Date

**CONDITIONS OF APPROVAL, IF ANY:**



**JACKSONVILLE AVIATION AUTHORITY**  
**AWARDS COMMITTEE MEETING AGENDA**  
**AUGUST 26, 2019**

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**Noticed Agenda Item**

**(Exhibits available upon request)**

**Item 4: AC2019-08-04**

**High Dusting and Window Cleaning Services at JIA**

**Vendor: Multiple Awards**

**(Cost: \$454,227.00; Funding: 45523.77280)**

## SUBMISSION FOR AWARDS COMMITTEE APPROVAL

<b>Subject/Awardee:</b> High Dusting and Window Cleaning Services at JIA / Multiple Awards		<b>Cost:</b> \$454,227.00 (+10% conting.)
<b>Solicitation No:</b> ITB No. 19-21-45123	<b>Budgeted, Transferred, or Contingency:</b>	Budgeted
<b>On-Going Maintenance Cost:</b> NA	<b>Funding Source:</b>	45523.77280
<b>Attached / Supporting Documents</b>		
<b>Exhibit "A"</b> – Price Matrix		
<b>Exhibit "B"</b> – Solicitation Process Information Sheet		

### BACKGROUND:

Facilities requests authorization to enter into contracts for commercial high dusting and interior/exterior window cleaning services at the Jacksonville International Airport (JIA). Procurement issued Invitation to Bid (ITB) No. 19-21-45123 and received four conforming responses:


Respondent	High Dusting Cleaning Services (Total Cost for 5 Years)	Window Cleaning Services (Total Cost for 5 Years)
<b>Florida Cleaning Systems</b>	<b>\$294,427.00</b>	<b>\$311,222.00</b>
<b>Emerald Facility Maintenance</b>	<b>\$479,800.00</b>	<b>\$159,800.00</b>
<b>Krystal Klean</b>	<b>\$661,066.00</b>	<b>\$249,794.00</b>
<b>A1 Orange Cleaning Service</b>	<b>\$719,856.00</b>	<b>\$759,993.00</b>

Based upon the resulting savings, it is in JAA's best interest to make multiple awards in this matter. As such, it is recommended that: (i) Florida Cleaning Systems be awarded the high dusting scope; and (ii) Emerald Facility Maintenance be awarded the window cleaning scope. Facilities also requests a 10% contingency amount be added to cover additional and/or unforeseen services out of scope.


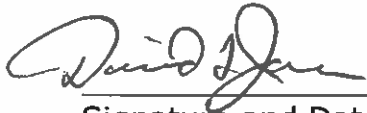

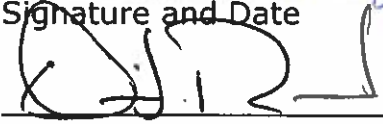

### RECOMMENDATION:

**Facilities recommends awards for ITB No. 19-21-45123 be made to: (i) Florida Cleaning Systems, the lowest of four bidders for commercial high dusting at \$294,427.00; and (ii) Emerald Facility Maintenance, the lowest of four bidders for window cleaning at \$159,800.00 (both award amounts are potential five-year totals). It is also recommended that a 10% contingency amount for unforeseen services be included, for a total potential not-to-exceed award amount of \$500,000.00. Funding for these awards are budgeted within cost center 45523.77280.**

## SUBMISSION FOR AWARDS COMMITTEE APPROVAL

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

I have verified that, as of **8/12/2019** 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*).

<b>ORIGINATED BY:</b>	
Kira Zander Facilities Administrator	 8/12/2019 _____ Signature and Date
<b>SUBMITTED FOR APPROVAL BY:</b>	
David Jones Director, Facilities	 12 AUG 2019 _____ Signature and Date
<b>PROCUREMENT REVIEW:</b>	
Buyer: Monica Frazier	 8.16.19 _____ Signature and Date
Devin J. Reed Procurement Director	 08.20.19 _____ Signature and Date
<b>SUBMITTED FOR APPROVAL:</b>	
Anthony Cugno Chief Operating Officer	 8/22/19 _____ Signature and Date

**AWARDS COMMITTEE APPROVAL / DENIAL: (Vote: \_\_\_\_\_ Ayes; \_\_\_\_\_ Nays)**

Meeting Date: \_\_\_\_\_

Recording Secretary

**CEO APPROVAL:**

Mark VanLoh  
Chief Executive Officer

\_\_\_\_\_  
Signature and Date

**CONDITIONS OF APPROVAL, IF ANY:**



JACKSONVILLE AVIATION AUTHORITY  
**AWARDS COMMITTEE MEETING AGENDA**  
AUGUST 26, 2019

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**Noticed Agenda Item**

**(Exhibits available upon request)**

**Item 5: AC2019-08-05**

**Electric Vehicle Charging Stations  
Vendor: NovaCharge and Chargepoint  
(Cost: \$840.00; Funding: 45133)**



## SUBMISSION FOR AWARDS COMMITTEE APPROVAL

**Subject/Awardee:** Electric Vehicle Charging Stations / NovaCharge and Chargepoint **Cost:** \$840.00

**Solicitation No:** Amendment **Budgeted, Transferred, or Contingency:** N/A

**On-Going Maintenance Cost:** \$1,680.00/year **Funding Source:** 45133

### Attached / Supporting Documents

Exhibit "A"- Approved AC2019-04-04

### BACKGROUND:


On April 29, 2019, the Jacksonville Aviation Authority's (JAA) Awards Committee approved Award No. AC2019-04-04 to NovaCharge and Chargepoint for Electric Vehicle (EV) Charging Stations at the Jacksonville International Airport (JIA). The original award included three EV charging stations, which have been installed in the Courtesy Waiting Lot, Daily Surface Lot and Hourly Garage. The charging stations were purchased utilizing a Transportation Planning Organization (TPO) grant that covers Duval, Clay, Nassau and St. Johns counties and are the property of JAA.

Facilities requests authorization to install three additional EV charging stations utilizing the TPO grant. The additional stations will be installed in the Daily Garage, Daily Surface Lot and Valet parking area. The additional charging stations will increase the cost to JAA after the initial three-year period by \$840.00, for a total estimated annual amount of \$1,680.00. The annual networking costs for the charging stations is provided by Chargepoint.


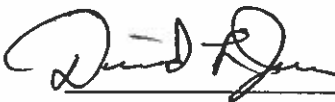
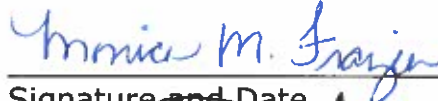
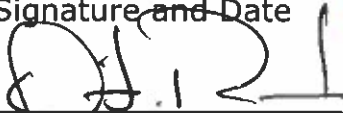
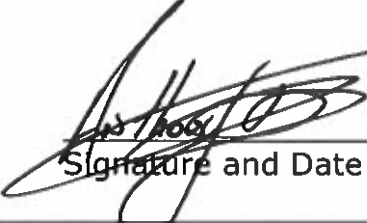
### RECOMMENDATION:

**Facilities recommends Award No. AC2019-04-04 be amended to include the installation of three additional EV charging stations at the Jacksonville International Airport, with the electrical vehicle charging infrastructure, networking services and warranties, provided by NovaCharge and Chargepoint, covered under the Transportation Planning Organization grant for three years. After the initial three-year period, ending April 30, 2022, networking costs will be JAA's responsibility at an estimated cost of \$1,680.00 annually, which funds will be budgeted within cost center 45133.**

## SUBMISSION FOR AWARDS COMMITTEE APPROVAL

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

I have verified that, as of **8/12/2019** 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*).

<b>ORIGINATED BY:</b>	
Kira Zander Facilities Administrator	 8/12/19 _____ Signature and Date
<b>SUBMITTED FOR APPROVAL BY:</b>	
David Jones Director, Facilities	 12AUG2019 _____ Signature and Date
<b>PROCUREMENT REVIEW:</b>	
Buyer: Monica Frazier	 8.16.19 _____ Signature and Date
Devin J. Reed Procurement Director	 08.20.19 _____ Signature and Date
<b>SUBMITTED FOR APPROVAL:</b>	
Anthony Cugno Chief Operating Officer	 8/22/19 _____ Signature and Date

**AWARDS COMMITTEE APPROVAL / DENIAL: (Vote: \_\_\_\_\_ Ayes; \_\_\_\_\_ Nays)**

Meeting Date: \_\_\_\_\_

\_\_\_\_\_  
Recording Secretary

**CEO APPROVAL:**  
Mark VanLoh  
Chief Executive Officer

\_\_\_\_\_  
Signature and Date

**CONDITIONS OF APPROVAL, IF ANY:**



**JACKSONVILLE AVIATION AUTHORITY**  
**AWARDS COMMITTEE MEETING AGENDA**  
**AUGUST 26, 2019**

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/>.***

**Noticed Agenda Item**

**(Exhibits available upon request)**

**Item 6: AC2019-08-06**

**New Lawn Maintenance Agreement**

**Vendor: FDOT**

**(Cost: Revenue Gen.; Funding: 45133.77280)**





## SUBMISSION FOR AWARDS COMMITTEE APPROVAL

<b>Subject/Awardee:</b> New Lawn Maintenance Agreement / FDOT	<b>Cost:</b> Revenue Gen.
<b>Solicitation No:</b> 2.05(A)(10)	<b>Budgeted, Transferred, or Contingency:</b> Budgeted
<b>On-Going Maintenance Cost:</b> N/A	<b>Funding Source:</b> 45133.77280

### Attached / Supporting Documents

Exhibit "A" - FDOT Agreement Payment Schedule

### BACKGROUND:


The Jacksonville Aviation Authority (JAA) and the Florida Department of Transportation (FDOT) intend to enter into a new maintenance agreement that establishes the various rights, duties and responsibilities associated with JAA's maintenance of the portion of Airport Rd. (SR 102) between the Jacksonville International Airport (JAX) and I-95 (the "Project Area").



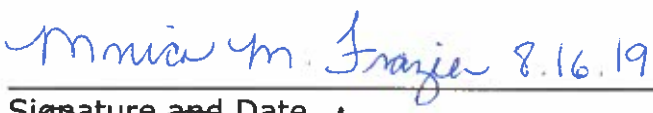
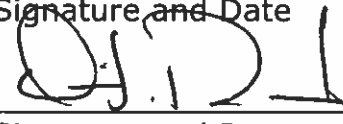
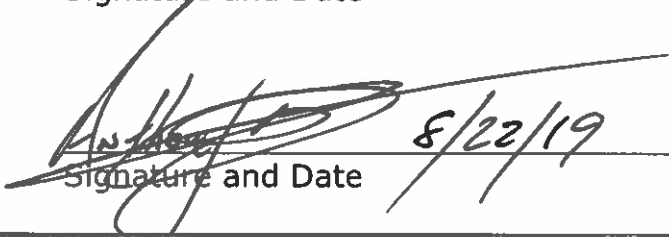
JAA and FDOT have previously entered into an Interlocal Agreement for Maintenance, in which FDOT has agreed to reimburse JAA for the costs associated with maintaining the landscaping of the Project Area. Since the current Agreement will expire on September 1, 2019, Facilities requests authorization to enter into a new agreement with FDOT. The initial period of the new agreement will be effective September 2, 2019 through September 1, 2022, during which period the FDOT will remit \$7,790.83 per quarter, for a total annual amount of \$31,163.32 per each year of the three-year agreement.

### RECOMMENDATION:

**Facilities recommends authorization to enter into a new properly noticed agreement with FDOT pursuant to Section 2.05(A)(10) of JAA's Procurement Code, for JAA's maintenance of the portion of Airport Rd. (SR 102) between the Jacksonville International Airport (JAX) and I-95. FDOT will remit funds to JAA in the total annual amount of \$31,163.32 each year through September 1, 2022, for a total not-to-exceed three-year amount of \$93,489.96.**

## SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Verification of Funding	
<b>Name/Title:</b>	David Jones / Director, Facilities
<b>Signature:</b>	 <small>I have verified that, as of 8/14/2019 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).</small>

<b>ORIGINATED BY:</b>	
Kira Zander Facilities Administrator	 8/15/19 Signature and Date
<b>SUBMITTED FOR APPROVAL BY:</b>	
David Jones Director, Facilities	 15 AUG 2019 Signature and Date
<b>PROCUREMENT REVIEW:</b>	
Buyer: Monica Frazier	 8.16.19 Signature and Date
Devin J. Reed Procurement Director	 08.20.19 Signature and Date
<b>SUBMITTED FOR APPROVAL:</b>	
Anthony Cugno Chief Operating Officer	 8/22/19 Signature and Date

**AWARDS COMMITTEE APPROVAL / DENIAL: (Vote: \_\_\_\_ Ayes; \_\_\_\_ Nays)**

Meeting Date: \_\_\_\_\_

\_\_\_\_\_  
Recording Secretary

**CEO APPROVAL:**

Mark VanLoh  
Chief Executive Officer

\_\_\_\_\_  
Signature and Date

**CONDITIONS OF APPROVAL, IF ANY:**



**JACKSONVILLE AVIATION AUTHORITY**  
**AWARDS COMMITTEE MEETING AGENDA**  
**AUGUST 26, 2019**

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**Noticed Agenda Item**

**(Exhibits available upon request)**

**Item 7: AC2019-08-07**

**Cleaning Solvent Supplies**

**Vendor: Buckeye Cleaning Center**

**(Cost: \$65,000.00; Funding: 00000.17111 & (Various))**



# SUBMISSION FOR AWARDS COMMITTEE APPROVAL

**Subject/Awardee:** Cleaning Solvent Supplies / Buckeye Cleaning Center      **Cost:** \$65,000.00

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

**On-Going Maintenance Cost:** N/A      **Funding Source:** 00000.17111 & (Various)

### Attached / Supporting Documents

**Exhibit "A"**- Choice Partners Cooperative Purchasing Agreement No. 18/047TJ-03  
**Exhibit "B"**- Quote and Price Sheet

### BACKGROUND:

The Jacksonville Aviation Authority's (JAA) Storeroom, a unit of the Procurement Department, has a continuing need to stock various janitorial cleaning products for its internal customers like the Facilities Department. Procurement has researched this need against various vendors and cooperative purchasing sources and is of the opinion that it is in JAA's best interest to continue piggy-backing or utilizing Choice Partners' Cooperative Purchasing Agreement No. 18/047TJ-03, under which an informal award has been made to Buckeye Cleaning Center for the replenishment of bulk cleaning products within JAA's inventory.


During the first year of its informal award to Buckeye, JAA's spending totaled \$15,163.21. Under the referenced piggy-back agreement, JAA has the ability to amend and renew the same for up to three additional years, which is recommended given the fact that JIA's passenger traffic is expected to increase by up to 15% over the course of this contract. To maintain pace with this growth, the anticipated spend for this contract is estimated at a total of \$65,000.00 over the next three years, which requires Awards Committee approval.

Initial Year	First Renewal	Second Renewal	Third Renewal
\$15,163.21	\$16,612.27	\$16,612.26	\$16,612.26

### RECOMMENDATION:

**Procurement recommends that JAA's informal piggy-back award to Buckeye Cleaning Center, for bulk janitorial cleaning supplies, be amended to: (i) include renewal options consistent with Choice Partners' Cooperative Purchasing Agreement No. 18/047TJ-03; and (ii) increase the award amount by an annual not-to-exceed amount of \$16,216.00, for a new total potential award of \$80,163.21.**


## SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Verification of Funding	
<b>Name/Title:</b>	ROB SPERONTI <i>sr MGR Facilities</i>
<b>Signature:</b>	

I have verified that, as of AUG/22 /2019, 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  
Storeroom Manager

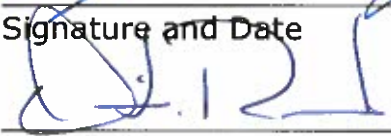
 8-17-19  
\_\_\_\_\_  
Signature and Date

**PROCUREMENT REVIEW:**

Buyer: David Bonner


 8/14/19  
\_\_\_\_\_  
Signature and Date

Devin J. Reed  
Procurement Director

 08-20-19  
\_\_\_\_\_  
Signature and Date

**SUBMITTED FOR APPROVAL:**

Tony Cugno  
Chief Operations Officer

 8/22/19  
\_\_\_\_\_  
Signature and Date

**AWARDS COMMITTEE APPROVAL / DENIAL: (Vote: \_\_\_\_\_ Ayes; \_\_\_\_\_ Nays)**

Meeting Date: \_\_\_\_\_

\_\_\_\_\_  
Recording Secretary

**CEO APPROVAL:**

Mark Vanloh  
Chief Executive Officer

\_\_\_\_\_  
Signature and Date

**CONDITIONS OF APPROVAL, IF ANY:**



**JACKSONVILLE AVIATION AUTHORITY**  
**AWARDS COMMITTEE MEETING AGENDA**  
**AUGUST 26, 2019**

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**Noticed Agenda Item**

**(Exhibits available upon request)**

**Item 8: AC2019-08-08**

**JIA Admin Building Balcony Repairs**  
**Vendor: ACON Construction**  
**(Cost: \$68,213.00; Funding: Capital)**



# SUBMISSION FOR AWARDS COMMITTEE APPROVAL

**Subject/Awardee:** JIA Admin Building Balcony Repairs / ACON Construction **Cost:** \$68,213.00

**Solicitation No:** C-844 **Budgeted, Transferred, or Contingency:** Budgeted

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

### Attached / Supporting Documents

**Exhibit "A":** Bid Tab and Solicitation Sheet

### BACKGROUND:

The project includes improvements to three balconies located at the Jacksonville Aviation Authority Administration Building. Improvements include the removal and replacement of the existing tile, mortar and EIFS system in order to place a new waterproofing membrane, flashing and sealants. Historically, these areas have caused water intrusion/leaking into the administrative offices during typical rain events.

Two bids were received on July 30<sup>th</sup>, 2019. ACON submitted a total low bid of \$68,213.00. The other bid was submitted by KBT Contracting Corp in the amount of \$97,832.00.

The Engineer's Estimate was \$88,455.00. Therefore, ACON Construction's bid is considered acceptable for award of the contract.

Currently, there remains \$3,243.50 in the project budget. A budget transfer in the amount of \$65,000.00 will be required prior to issuing the Notice to Proceed.

### RECOMMENDATION:

**Planning and Engineering recommends an award be made to ACON Construction, the lower responsive, responsible bidder of two bidders in response to ITB C-844, for the JAA Admin Building Balcony Repairs, in the amount of \$68,213.00.**


## SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Verification of Funding	
<b>Name/Title:</b>	Kimberly Howard, Sr Manager of Planning
<b>Signature:</b>	<i>Kimberly Howard</i>

I have verified that, as of 8/19 /2019 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  
Senior Manager, Design & Construction

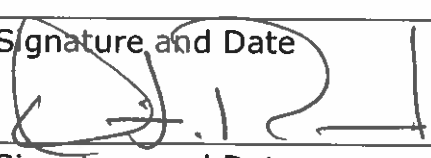
  
 Signature and Date

**PROCUREMENT REVIEW:**

Buyer: n/a

Devin J. Reed  
Procurement Director  
*FORM APPROVED*


  
 Signature and Date

08.20.19

**SUBMITTED FOR APPROVAL:**

Tony Cugno  
Chief Operating Officer

  
 Signature and Date

8/22/19

**AWARDS COMMITTEE APPROVAL / DENIAL: (Vote: \_\_\_\_\_ Ayes; \_\_\_\_\_ Nays)**

Meeting Date: \_\_\_\_\_

Recording Secretary

**CEO APPROVAL:**

Mark VanLoh  
Chief Executive Officer

Signature and Date

**CONDITIONS OF APPROVAL, IF ANY:**





**JACKSONVILLE AVIATION AUTHORITY**  
**AWARDS COMMITTEE MEETING AGENDA**  
**AUGUST 26, 2019**

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**Noticed Agenda Item**

**(Exhibits available upon request)**

**Item 9: AC2019-08-09**

**GIS Licenses**

**Vendor: ESRI**

**(Cost: \$98,390.54; Funding: 24001)**



## SUBMISSION FOR AWARDS COMMITTEE APPROVAL

<b>Subject/Awardee:</b> GIS Licenses / ESRI		<b>Cost:</b> \$98,390.54 + \$13,609.81 Contingency
<b>Solicitation No:</b> Sole Source	<b>Budgeted, Transferred, or Contingency:</b>	Budgeted
<b>On-Going Maintenance Cost:</b> see below	<b>Funding Source:</b>	24001
<b>Attached / Supporting Documents</b>		
<b>Exhibit "A"</b> – ESRI Renewal Quote <b>Exhibit "B"</b> – Sole Source <b>Exhibit "C"</b> – ESRI Drone License Cost		

**BACKGROUND:**

JAA currently utilizes GIS software applications from ESRI, including solutions for Airport Layout Plan, Cecil Inspections and Wildlife mapping, pavement inspections, land use planning, etc.

This award request is for:  
 (1) Annual license renewal for existing licenses; and  
 (2) Adding drone mapping licenses

Note that this is a sole source purchase, as the licenses and related maintenance and support are only available through ESRI.

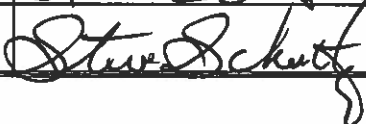
Information Technology recommends a 15% contingency of \$3,425 be included each year in the award amount for additional license changes as there is business need, for a total first-year award amount of \$26,257.96 and a total five-year award amount of \$138,348.31

**RECOMMENDATION:**

**Information Technology recommends that a properly noticed sole source award be made to ESRI for GIS licenses in an initial year amount of \$22,833.01 plus a 15% contingency in the amount of \$3,424.95 for a total first-year not-to-exceed amount of \$26,257.96, with up to four renewals at the sole discretion of JAA for a total amount of \$98,390.54, plus an annual contingency amount of \$3,424.95 for additional license needs, for a total potential not-to-exceed award amount of \$138,348.31**

Initial Year	First Renewal	Second Renewal	Third Renewal	Fourth Renewal
\$22,831.01 + \$3,425 Contingency	\$23,518.00 + \$3,425 Contingency	\$24,223.54 + \$3,425 Contingency	\$24,950.25 + \$3,425 Contingency	\$25,698.75 + \$3,425 Contingency

## SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Verification of Funding	
<b>Name/Title:</b>	Steven Schultz Dir. IT
<b>Signature:</b>	

I have verified that, as of AUG. 19 (insert date), there are budgeted funds in the above-referenced funding source that are sufficient to cover the amount of this award submission (directors or their designees may verify funding; however, verification of an award submission that is unbudgeted or that requires transferred or contingency funding must also attach approved documentation evidencing the same).

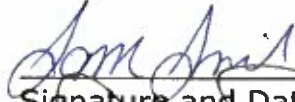
**ORIGINATED AND SUBMITTED FOR APPROVAL BY:**

Steven Schultz  
Director of Information Technology

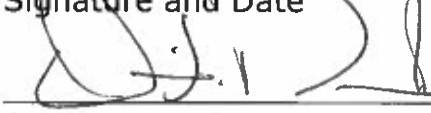
 19-AUG-2019  
Signature and Date

**PROCUREMENT REVIEW:**

Buyer: Samantha Smid

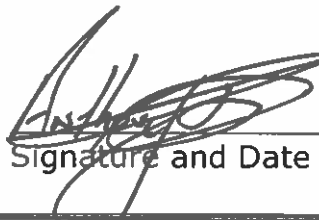
 8/16/19  
Signature and Date

Devin J. Reed  
Procurement Director

 08.20.19  
Signature and Date

**SUBMITTED FOR APPROVAL:**

Tony Cugno  
Chief Operating Officer

 8/22/19  
Signature and Date

**AWARDS COMMITTEE APPROVAL / DENIAL: (Vote: \_\_\_\_\_ Ayes; \_\_\_\_\_ Nays)**

Meeting Date: \_\_\_\_\_  
Recording Secretary \_\_\_\_\_

**CHIEF EXECUTIVE OFFICER APPROVAL:**

Mark VanLoh  
Chief Executive Officer

\_\_\_\_\_  
Signature and Date

**CONDITIONS OF APPROVAL, IF ANY:**



**JACKSONVILLE AVIATION AUTHORITY**  
**AWARDS COMMITTEE MEETING AGENDA**  
**AUGUST 26, 2019**

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**Noticed Agenda Item**

**(Exhibits available upon request)**

**Item 10: AC2019-08-10**

**APC UPS Maintenance**

**Vendor: CDW-G**

**(Cost: \$238,063.98; Funding: 24001)**

## SUBMISSION FOR AWARDS COMMITTEE APPROVAL

<b>Subject/Awardee:</b> APC UPS Maintenance / CDW-G		<b>Cost:</b> \$238,063.98
<b>Solicitation No:</b> Piggy-back	<b>Budgeted, Transferred, or Contingency:</b> Budgeted	
<b>On-Going Maintenance Cost:</b> see below	<b>Funding Source:</b> 24001	
<b>Attached / Supporting Documents</b>		
<b>Exhibit "A" – CDW-G APC Renewal for FY19</b>		

**BACKGROUND:**

JAA currently utilizes APC brand uninterruptible power supply components (UPS) in data centers, communication rooms, and other areas to ensure that electronic equipment has constant conditioned power. APC products have controllers and related software, and the batteries and hardware must be maintained over time. This request is for budget authority for: (1) maintenance and support agreements; and (2) parts as necessary to ensure equipment remains operational.

The FY19 maintenance agreement is \$36,091.00 and the cost is driven by the number of UPS devices under service contract, and these numbers change over time. While the dollar amount requested in this award is based on FY19 costs, Information Technology recommends including enough award authority to allow changes in UPS quantities under service, as well as purchase for necessary parts, in the amount of \$7,000.00, for a total potential first-year award amount of \$43,091.00. This purchase has been reviewed against many sources and it is recommended that JAA utilize National IPA Technology Solutions Contract No. 2018011-01, which was competitively awarded to CDW-G.

**RECOMMENDATION:**

**Information Technology recommends JAA utilize National IPA Technology Solutions Contract No. 2018011-01 to make a properly noticed award to CDW-G for APC UPS maintenance, support, and repair services, in a not-to-exceed first year amount of \$43,091.00, with renewals of up to four years at an annual increase of five percent, for a total potential not-to-exceed amount \$238,063.98.**

Initial Year	First Renewal	Second Renewal	Third Renewal	Fourth Renewal
\$43,091.00	\$45,254.55	\$47,507.83	\$49,833.22	\$52,377.38

## SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Verification of Funding	
Name/Title: <u>Steven Schultz D&amp;IT</u>	I have verified that, as of <u>Aug-19</u> (insert date), there are budgeted funds in the above-referenced funding source that are sufficient to cover the amount of this award submission (directors or their designees may verify funding; however, verification of an award submission that is unbudgeted or that requires transferred or contingency funding must also attach approved documentation evidencing the same).
Signature: <u>[Handwritten Signature]</u>	

**ORIGINATED AND SUBMITTED FOR APPROVAL BY:**

Steven Schultz  
Director of Information Technology

[Handwritten Signature] 19-AUG-2019  
Signature and Date

**PROCUREMENT REVIEW:**

Buyer: Samantha Smid

[Handwritten Signature] 8/16/19  
Signature and Date

Devin J. Reed  
Procurement Director

[Handwritten Signature] 08.20.19  
Signature and Date

**SUBMITTED FOR APPROVAL:**

Tony Cugno  
Chief Operating Officer

[Handwritten Signature] 8/22/19  
Signature and Date

**AWARDS COMMITTEE APPROVAL / DENIAL: (Vote: \_\_\_\_\_ Ayes; \_\_\_\_\_ Nays)**

Meeting Date: \_\_\_\_\_

\_\_\_\_\_  
Recording Secretary

**CHIEF EXECUTIVE OFFICER APPROVAL:**

Mark VanLoh  
Chief Executive Officer

\_\_\_\_\_  
Signature and Date

**CONDITIONS OF APPROVAL, IF ANY:**