



**JACKSONVILLE AVIATION AUTHORITY**  
**AWARDS COMMITTEE MEETING AGENDA**  
MAY 18, 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 1-866-715-6499, Access Code:9290179409#***

**Noticed Agenda Item**

**(Exhibits available upon request)**

**Item 1: AC2020-05-01**

**Generator Monitoring Software  
Vendor: Ring Power Corporation  
(Cost: \$48,000.00; Funding: 45133.77410)**

# SUBMISSION FOR AWARDS COMMITTEE APPROVAL

<b>Subject/Awardee:</b> Generator Monitoring Software / Ring Power Corporation	<b>Cost:</b> \$48,000.00
<b>Solicitation No:</b> Amendment	<b>Budgeted, Transferred, or Contingency:</b> Budgeted
<b>On-Going Maintenance Cost:</b>	<b>Funding Source:</b> 45133.77410

### Attached / Supporting Documents

Exhibit "A" – AC2019-01-03

*(include all relevant procurement, finance and budget information and/or forms)*

## BACKGROUND:



On January 20, 2019, the Jacksonville Aviation Authority’s (JAA) Awards Committee approved Award No. AC2019-01-03, an amendment to Award No. AC2018-12-05, for Omnimetrix, the generator monitoring software offered exclusively through Ring Power Corporation. The amendment included the annual cost of the Omnimetrix monitoring system for each year of the contract, but additional funds to cover repairs and maintenance outside the scope of service were not included. As such, Facilities requests authorization to include an additional \$12,000.00 per year, for the current and remaining contract terms, to cover repairs and maintenance related to the Omnimetrix system.

## RECOMMENDATION:

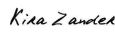

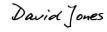



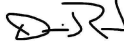



**Facilities recommends JAA Award No. AC2018-12-05 to Ring Power Corporation, for Generator Maintenance and Repair Services, be further amended to include an \$12,000.00 per year to cover the cost of repairs and maintenance outside the Omnimetrix contract scope, for the current and remaining contract terms, which results in a total potential award amount of \$810,000.00. Funds are budgeted within cost center 45133.77410.**

Initial Three-Year Term	First Renewal	Second Renewal
\$210,000.00 Maintenance + \$247,200.00 Omnimetrix monitoring <u>+\$24,000.00 Omnimetrix Repairs</u> Total \$481,200.00	\$70,000.00 Maintenance + 82,400.00 for Omnimetrix monitoring <u>+\$12,000.00 Omnimetrix Repairs</u> Total \$164,400.00	\$70,000.00 Maintenance + 82,400.00 for Omnimetrix monitoring <u>+\$12,000.00 Omnimetrix Repairs</u> Total \$164,400.00

# SUBMISSION FOR AWARDS COMMITTEE APPROVAL

<b>Verification of Funding</b>	
<b>Name/Title:</b>	David Jones / Director, Facilities
<b>Signature:</b>	<div style="font-size: 8px;">           Signed by: David Jones            Signed at: 2020-05-12 10:50:30 +00:00            Reason: Witnessing David Jones         </div>  

I have verified that, as of **5/5/2020** 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*).

<p><b>ORIGINATED BY:</b></p> <p>Kira Zander Facilities Administrator</p>	<div style="font-size: 8px;">           Signed by: Kira Zander (Correct Email)            Signed at: 2020-05-12 11:18:09 +00:00            Reason: Witnessing Kira Zander (Correct)         </div>   <hr style="border: 0.5px solid black;"/> <p style="text-align: center;">Signature and Date</p>
<p><b>SUBMITTED FOR APPROVAL BY:</b></p> <p>David Jones Director, Facilities</p>	<div style="font-size: 8px;">           Signed by: David Jones            Signed at: 2020-05-13 15:28:44 +00:00            Reason: Witnessing David Jones         </div>   <hr style="border: 0.5px solid black;"/> <p style="text-align: center;">Signature and Date</p>
<p><b>PROCUREMENT REVIEW:</b></p> <p>Buyer: David Bonner</p> <p>Devin J. Reed Contracts &amp; Administration Director</p>	<div style="font-size: 8px;">           Signed by: David Bonner            Signed at: 2020-05-11 21:21:55 +00:00            Reason: Witnessing David Bonner         </div>   <hr style="border: 0.5px solid black;"/> <p style="text-align: center;">Signature and Date</p> <div style="font-size: 8px;">           Signed by: Devin Reed            Signed at: 2020-05-13 15:19:24 +00:00            Reason: Witnessing Devin Reed         </div>   <hr style="border: 0.5px solid black;"/> <p style="text-align: center;">Signature and Date</p>
<p><b>SUBMITTED FOR APPROVAL:</b></p> <p>Anthony Cugno Chief Operating Officer</p>	<div style="font-size: 8px;">           Signed by: Tony Cugno            Signed at: 2020-05-12 19:47:44 +00:00            Reason: Witnessing Tony Cugno         </div>   <hr style="border: 0.5px solid black;"/> <p style="text-align: center;">Signature and Date</p>

**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**  
MAY 18, 2020

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***\*Teleconference Phone Number 1-866-715-6499, Access Code:9290179409#***

**Noticed Agenda Item**

**(Exhibits available upon request)**

**Item 2: AC2020-05-02**

**Air Traffic Control Tower Generator  
Vendor: Ring Power Corporation  
(Cost: \$49,621.19; Funding: 44202 – Small Cap.)**

## SUBMISSION FOR AWARDS COMMITTEE APPROVAL

<b>Subject/Awardee:</b> Air Traffic Control Tower Generator / Ring Power		<b>Cost:</b> \$49,621.19
<b>Solicitation No:</b> Ratification	<b>Budgeted, Transferred, or Contingency:</b>	Budgeted
<b>On-Going Maintenance Cost:</b> N/A	<b>Funding Source:</b>	44202 – Small Cap.
<b>Attached / Supporting Documents</b>		
<b>Exhibit "A"</b> – Ring Power Quotation No.RB20-140.Sourcewell. REV		
<b>Exhibit "B"</b> – Emergency purchase communications		
<b>Exhibit "C"</b> – Public Notice		

**BACKGROUND:**

The Jacksonville Aviation Authority’s (JAA) Cecil Airport has the obligation and regulatory requirement to provide the Air Traffic Control Tower backup emergency generator power under the Federal Aviation Administration (FAA) contract tower program minimum equipment list. This generator also provides 24 hour a day 7 day a week coverage for life safety and aviation radio equipment.

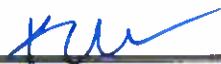
This generator suffered complete motor failure and replacement was required due to its age and regulatory requirement. The engine failure was beyond the current repair capabilities of our facilities staff.

Utilizing Sourcewell Contract No. 120617-CAT, Procurement requested and received Quotation No. RB20-140.Sourcewell.REV from Ring Power for the purchase and installation of one Caterpillar Diesel Powered Generator Set.

**RECOMMENDATION:**

**Cecil Airport Management recommends that JAA ratify an award utilizing Sourcewell Contract No. 120617-CAT, pursuant to § 3.08 of its Procurement Code, to make a properly noticed award to Ring Power for the purchase of a Caterpillar Diesel Powered Generator Set in a total amount of \$49,621.19. Funding for this purchase will come out of 44202 FY 20 Small Capital budget.**

# SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Verification of Funding	
<b>Name/Title:</b>	Kelly Dollarhide/Cecil Airport Director
<b>Signature:</b>	

I have verified that, as of 05/05/2020 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:**

Chris West  
Cecil Airport Facilities Manager

  
 5/6/2020  
 \_\_\_\_\_  
 Signature and Date

**PROCUREMENT REVIEW:**

Buyer: Marilyn Fryar

Signed by: Marilyn Fryar  
 Signed at: 2020-05-08 16:32:47 +00:00  
 Reason: Witnessing Marilyn Fryar  
 05/08/2020

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Devin J. Reed  
Contracts & Administration Director

Signed by: Devin Reed  
 Signed at: 2020-05-13 15:28:05 +00:00  
 Reason: Witnessing Devin Reed  
 05/13/2020

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**SUBMITTED FOR APPROVAL:**

Kelly Dollarhide  
Director, Cecil Airport

  
 5/6/2020  
 \_\_\_\_\_  
 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**  
MAY 18, 2020

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***\*Teleconference Phone Number 1-866-715-6499, Access Code:9290179409#***

**Noticed Agenda Item**

**(Exhibits available upon request)**

**Item 3: AC2020-05-03**

**Facility Maintenance Services USCG Hangar 13 and Building 1846**

**Vendor: Warden Construction**

**(Cost: \$628,635.34; Funding: 44202-77420)**

# SUBMISSION FOR AWARDS COMMITTEE APPROVAL

<b>Subject/Awardee:</b> Facility Maintenance Services USCG Hangar 13 and Building 1846 / Warden Construction		<b>Cost:</b> \$628,635.34
<b>Solicitation No:</b> RFP No. 20-08-44202	<b>Budgeted, Transferred, or Contingency:</b>	Budgeted
<b>On-Going Maintenance Cost:</b> N/A	<b>Funding Source:</b>	44202-77420

### Attached / Supporting Documents

**Exhibit "A"** – Evaluation Matrix, RFP No. 20-08-44202  
**Exhibit "B"** – SPIS

**BACKGROUND:**

The Jacksonville Aviation Authority’s (JAA) Cecil Airport has a contractual obligation under the turnkey lease agreement with the GSA Lease No. GS-04B-62643 to provide facility maintenance services for the U.S. Coast Guard Hangar 13 and Building 1846.

In an effort to continue these services, Procurement issued RFP No. 20-08-44202 to secure a company with the pre-requisite experience in providing facility maintenance services, including a 40-hours per week, on-site staff representative. JAA received one (1) conforming proposal which was evaluated and deemed to meet the requirements as defined in the RFP. Procurement issued a solicitation in June 2019 and did not receive any responses. With this being said, Procurement believes it is the best interest of JAA to proceed with the single, conforming proposal received from Warden Construction.

Due to recent directives regarding COVID-19 – also known as Coronavirus – and its unforeseen impact upon JAA and its traveling public, the results of which are far beyond JAA’s ability to foresee and/or control, JAA requested and Warden Construction mutually agreed to reduce the work hours for the on-site personnel from 40 hours to 20 hours. The 20-hour work week will be Tuesday and Thursday, 10, hours, 7:00 am – 5:00 pm, at a rate of \$5,083.81 per month (\$61,005.71 annually), which is within Cecil’s \$75,000.00 budget. However, Cecil Management is requesting approval for the 40 hours on-site personnel for the purpose of being able to move forward with the same if necessary to do so in the future.

**RECOMMENDATION:**

**Cecil Airport Management recommends an award be made to Warden Construction, the single respondent to RFP No. 20-08-44202, to provide Facility Maintenance Services for the USCG Hangar 13 and Building 1846 in a total estimated not-to-exceed amount of \$628,635.34, for an initial three-year term beginning upon contract execution, with renewal options of up to two years, all in JAA’s sole discretion, based on the vendor’s performance and adherence to contract terms and conditions, and approved budgeted funds. Funding is budgeted in 44202-77420.**

Initial Year No. 1	Contract Year No. 2	Contract Year No. 3	Renewal Year No. 1	Renewal Year No. 2
\$122,011.41	\$123,841.58	\$125,699.20	\$127,584.69	\$129,498.46





# SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Initial Year No. 1	Contract Year No. 2	Contract Year No. 3	Renewal Year No. 1	Renewal Year No. 2
\$122,011.41	\$123,841.58	\$125,699.20	\$127,584.69	\$129,498.46

Verification of Funding	
<b>Name/Title:</b> Kelly Dollarhide/Cecil Airport Director	I have verified that, as of <u>05/05/2020</u> 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> ).
<b>Signature:</b>	

**ORIGINATED AND SUBMITTED FOR APPROVAL BY:**

Chris West  
Cecil Airport Facilities Manager

5/8/2020  
Signature and Date

**PROCUREMENT REVIEW:**

Buyer: Marilyn V. Fryar

Signed by: Marilyn Fryar  
Signed at: 2020-05-08 17:32:19 +00:00  
Reason: Witnessing Marilyn Fryar

JAA Jacksonville Aviation Authority 05/08/2020  
Signature and Date

Devin J. Reed  
Contracts & Administration Director

Signed by: Devin Reed  
Signed at: 2020-05-13 15:26:53 +00:00  
Reason: Witnessing Devin Reed

JAA Jacksonville Aviation Authority 05/13/2020  
Signature and Date

**SUBMITTED FOR APPROVAL:**

Kelly Dollarhide  
Director, Cecil Airport

5/8/2020  
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  
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***\*Teleconference Phone Number 1-866-715-6499, Access Code:9290179409#***

**Noticed Agenda Item**

**(Exhibits available upon request)**

**Item 4: AC2020-05-04**

**Contract Amendment to Chiller Planned  
Service Agreement**

**Vendor: Johnson Controls, Inc.**

**(Cost \$215,294.58; Funding: 45123.77430)**

# SUBMISSION FOR AWARDS COMMITTEE APPROVAL

<b>Subject/Awardee:</b> Contract Amendment to Chiller Planned Service Agreement / Johnson Controls, Inc.		<b>Cost:</b> \$215,294.58
<b>Solicitation No:</b> Amendment	<b>Budgeted, Transferred, or Contingency:</b>	Budgeted
<b>On-Going Maintenance Cost:</b> N/A	<b>Funding Source:</b>	45123.77430

### Attached / Supporting Documents

**Exhibit "A"** – Approved AC2020-02-05  
**Exhibit "B"** – Johnson Controls Quote  
*(include all relevant procurement, finance and budget information and/or forms)*

**BACKGROUND:**

On February 24, 2020, the Jacksonville Aviation Authority (JAA) Awards Committee approved Award No. AC2020-02-05 to Johnson Controls, Inc. (JCI), increasing the annual contingency amount for repair costs outside the scope of service from \$202,000.00 to \$397,000.00. The increase over the current and next two contract terms is required for scheduled phases of pump replacements.

Facilities requests authorization to proceed with landside cooling tower repairs at the Jacksonville International Airport (JIA). The towers are over 30 years old and essential to airport operations. These devices are used to cool condenser water, which is then returned to the chillers to remove heat from the terminal building. The necessary repairs require a complete shutdown of the chiller plant for approximately three weeks. As such, a delay in repair efforts could result in serious operational disruptions.

As such, Facilities requests authorization to increase the annual not-to-exceed amount for outside of scope chiller repair expenses by \$215,294.58 for the current, renewal year of the maintenance contract.

Current Year	Third Renewal Year	Fourth Renewal Year	Final Renewal Year
\$44,313.00 plus \$612,294.58 contingency	\$45,643.00 plus \$397,000 contingency	\$47,013.00 plus \$397,000 contingency	\$48,424.00 plus \$202,000 contingency

**RECOMMENDATION:**

**Facilities recommends Award No. AC2020-02-05 to Johnson Controls, Inc. for JIA’s Planned Service Agreements associated with both Metasys and five York Chillers, be amended to increase the annual not-to-exceed contingency amount for outside the scope chiller repairs from \$397,000.00 to \$612,294.58 for the current contract term representing a total contingency increase of \$215,294.58. Funds for these repairs are budgeted within cost center 45123.77430. The authority for this unforeseen out of scope contingency is requested and budgeted within the referenced cost center, only to be used as needed as part of this award.**

# SUBMISSION FOR AWARDS COMMITTEE APPROVAL

<b>Verification of Funding</b>		I have verified that, as of <b>5/7/2020</b> 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> ).
<b>Name/Title:</b>	David Jones / Director, Facilities	
<b>Signature:</b>	<i>David Jones</i>	

**ORIGINATED BY:**

Kira Zander  
Facilities Administrator

Signed by: Kira Zander (Correct Email)  
Signed at: 2020-05-08 16:21:21 +00:00  
Reason: Witnessing Kira Zander (Correct)

*Kira Zander* **05/08/2020**

---

Signature and Date

**SUBMITTED FOR APPROVAL BY:**

David Jones  
Director, Facilities

Signed by: David Jones  
Signed at: 2020-05-08 16:45:58 +00:00  
Reason: Witnessing David Jones

*David Jones* **05/08/2020**

---

Signature and Date

**PROCUREMENT REVIEW:**

Buyer: Monica Frazier

Signed by: Monica Frazier  
Signed at: 2020-05-08 16:54:50 +00:00  
Reason: Witnessing Monica Frazier

*Monica Frazier* **05/08/2020**

---

Signature and Date

Devin J. Reed  
Contracts & Administration Director

Signed by: Devin Reed  
Signed at: 2020-05-11 16:06:14 +00:00  
Reason: Witnessing Devin Reed

*Devin Reed* **05/11/2020**

---

Signature and Date

**SUBMITTED FOR APPROVAL:**

Anthony Cugno  
Chief Operating Officer

Signed by: Tony Cugno  
Signed at: 2020-05-14 17:26:46 +00:00  
Reason: Witnessing Tony Cugno

*Tony Cugno* **05/14/2020**

---

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  
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***\*Teleconference Phone Number 1-866-715-6499, Access Code:9290179409#***

**Noticed Agenda Item**

**(Exhibits available upon request)**

**Item 5: AC2020-05-05**

**This award will be presented at a later date.**



**JACKSONVILLE AVIATION AUTHORITY**  
**AWARDS COMMITTEE MEETING AGENDA**  
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***\*Teleconference Phone Number 1-866-715-6499, Access Code:9290179409#***

**Noticed Agenda Item**

**(Exhibits available upon request)**

**Item 6: AC2020-05-06**

**Cecil Airport Eastside Development  
Vendor: A/E – POND; CMR – HASKELL  
(Cost: \$1,000,000.00; Funding: O&M)**

# SUBMISSION FOR AWARDS COMMITTEE APPROVAL

<b>Subject/Awardee:</b> Cecil Airport Eastside Development A/E – POND; CMR – HASKELL		<b>Cost:</b> \$1,000,000.00
<b>Solicitation No:</b> RFQ No. 19-39-42001 RFQ No. 19-40-42001	<b>Budgeted, Transferred, or Contingency:</b>	Budgeted
<b>On-Going Maintenance Cost:</b> N/A	<b>Funding Source:</b>	O&M
<b>Attached / Supporting Documents</b>		
<b>Exhibit "A":</b> Solicitation Summaries – A/E		
<b>Exhibit "B":</b> Solicitation Summaries – CMR		
<b>Exhibit "C":</b> Supplemental Information		

**BACKGROUND:**

JAA released Request for Qualifications No. 19-39-42001 (RFQ) for Professional Architectural and Engineering (A/E) Design Services and 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, and represents a grouping of substantially similar construction, rehabilitation, and/or renovation activities as defined by Fla. Stat. 287.055(2)(f)(2) (see Exhibit "C").

As indicated by Exhibits A and B, the responses were received and were subsequently evaluated and ranked as follows:

RFQ No. 19-39-42001 – A/E Services for Cecil Eastside Development			
Pond & Company*	108.33	Michael Baker International*	101.50
RS&H, Inc. *	103.15	Hanson/FSB	80.15

*\*Presentations were completed on October 30, 2019 by Pond, Michael Baker, and RS&H.*


RFQ No. 19-40-42001 – CMR Services for Cecil Eastside Development			
Haskell Company	97.19	Perry McCall Construction, Inc.	60.77
The Austin Company	90.90	Charles Perry Partners, Inc.	59.23

At this time, no contract value is associated with these contracts as assignments will be made only when development opportunities are presented to JAA. However, it is recommended that a not-to-exceed value of \$500,000.00 be placed on each of these contracts. This amount does not represent any guarantee of work or payment to either Consultant.

**RECOMMENDATION:**

**Planning and Development recommends Cecil Airport Eastside Development project awards, each in a not-to-exceed amount of \$500,000.00, be made to: (i) Pond & Company, the highest ranked of four respondents to RFQ No. 19-39-42001, for Architectural and Engineering (A/E) Design Services; and (ii) Haskell Company, the highest ranked of four respondents to RFQ No. 19-40-42001, for Construction Management at Risk (CMR) services. To the extent necessary, future amendments to these awards may be requested.**



# SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Verification of Funding	
<b>Name/Title:</b>	Derek Powder, Sr Manager of Engineering & Construction
<b>Signature:</b>	

I have verified that, as of 05/13/2020 / 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:**

Derek Powder, PE  
Sr Manager of Engineering & Construction


Signed by: Derek Powder  
Signed at: 2020-05-13 16:38:09 +00:00  
Reason: Witnessing Derek Powder  
 

05/13/2020

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

**PROCUREMENT REVIEW:**

Buyer: Samantha Smid

Signed by: Samantha Smid  
Signed at: 2020-05-13 19:01:35 +00:00  
Reason: Witnessing Samantha Smid  


05/13/2020

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

Devin J. Reed  
Procurement Director


Signed by: Devin Reed  
Signed at: 2020-05-13 19:34:18 +00:00  
Reason: Witnessing Devin Reed  
 

05/13/2020

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

**SUBMITTED FOR APPROVAL:**

Tony Cugno  
Chief Operating Officer

Signed by: Tony Cugno  
Signed at: 2020-05-14 17:27:59 +00:00  
Reason: Witnessing Tony Cugno  


05/14/2020

\_\_\_\_\_  
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:**