



JACKSONVILLE AVIATION AUTHORITY AWARDS COMMITTEE MEETING AGENDA

June 23, 2025

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

Noticed Agenda Item

(Exhibits available upon request)

Item 1: AC2025-06-01

Disaster Mitigation & Remediation Services

Vendor: Cotton Commercial USA Inc.

(Cost: \$2,500,000.00 Funding: Various)

Emergency Ratification/Piggyback Public Posting: June 12-20, 2025

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Subject/Awardee: Disaster Mitigation & Remediation Services / Cotton Commercial USA Inc. **Cost:** \$2,500,000.00

Solicitation No: Emergency Ratification/Piggyback **Budgeted, Transferred, Contingency or Contingency:**

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

Attached / Supporting Documents

Exhibit "A" – Emergency Procurement Emails, Cotton Commercial USA Invoice and Purchase Order

Exhibit "B" – Piggyback Contract and Public Notice Postings

BACKGROUND:

In June 2024, the Jacksonville Aviation Authority's (JAA) Procurement Department approved a competitively awarded informal piggyback contract for Disaster Mitigation and Remediation Services to Cotton Commercial USA, Inc. (Cotton) utilizing Bay District Schools Request for Proposals No. 24-02. This informal posting did not require Awards Committee approval and was implemented for use by the entire JAA Airport System.

On May 16, 2025, Jacksonville International Airport (JIA) experienced a major fire which resulted in structural damage to the South End of its Hourly Garage. Notification was made to Legal, Risk, and Procurement to begin an emergency response pursuant to Sections 2.02(M) and 3.10 of JAA's Procurement Code. Southeast Series of Lockton Companies, LLC (Lockton), JAA's Property Insurance Broker, was contacted by Risk Management to initiate an immediate property damage claim. Lockton mobilized Cotton to provide mitigation services for this emergency event. Currently, ratification is needed for invoicing and Purchase Order No. 63127 in the amount of \$502,340.50.

The estimate from Cotton for this emergency event is forecasted at \$1.6 million, plus any unforeseen costs that are still under active review. Additionally, Procurement would like funding to remain for any other emergency response "as needed" by the organization for the duration of the contract term of April 30, 2027, with which term also includes two annual renewals at JAA's sole discretion.

RECOMMENDATION:

Risk Management and Procurement request ratification and approval for emergency and potential costs from Cotton Commercial USA, Inc., in response to the May 16, 2025, JIA Hourly Garage Fire, pursuant to Sections 2.02(M) and 3.10 of JAA's Procurement Code, for: (i) current invoiced and purchase order amounts totaling \$502,340.50; and (ii) additional "as needed" emergency authority of \$1,997,659.50, representing a potential not-to-exceed amount of \$2,500,00.00. Funds have been transferred to 00000.32181 for this incident.

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

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

Roger Studenski
Risk and Safety Manager

Signature and Date

PROCUREMENT REVIEW:

Monica Frazier
Contract Administrator

Signature and Date

LeNedda Esquivel
Director of Procurement

Signature and Date

SUBMITTED FOR APPROVAL:

Ross Jones
Chief Financial Officer

Signature and Date

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

Meeting Date: June 23, 2025

Recording Secretary

CEO APPROVAL:

Mark VanLoh
Chief Executive Officer

Signature and Date

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



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Noticed Agenda Item

(Exhibits available upon request)

Item 2: AC2025-06-02

Airfield Lighting Control System (ALCS) Fiber Repair at Jacksonville International Airport

Vendor: Miller Electric Company

(Cost: \$126,260.00 Funding: 45133.77430)

Emergency Ratification Public Posting: May 22-29, 2025

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Subject/Awardee: Airfield Lighting Control System (ALCS) Fiber Repair at Jacksonville International Airport / Miller Electric Company **Cost:** \$126,260.00

Solicitation No: Emergency Ratification

Budgeted, Transferred, or Contingency:

On-Going Maintenance Cost: N/A

Funding Source: 45133.77430

Attached / Supporting Documents

Exhibit "A" – Emergency Email Request and Approval

Exhibit "B" – Miller Electric Company Invoice, Purchase Order, and Public Posting Notice

BACKGROUND:

The Jacksonville International Airport recently had an urgent need to install a fiberoptic control cable for the Airfield Lighting Control System (ALCS). The need for the new cable arose during construction of the new Bypass Taxiway for Concourse B. The relocation of duct banks caused an increase in the length of the existing multi-mode fiber beyond its ability to transmit a signal. As a result, the Air Traffic Control Tower's ability to control airfield lighting through the ALCS was affected, requiring the immediate installation of a new single-mode fiber to carry a signal much further than multi-mode fiber.

Notification was made to Procurement to begin an urgent and emergency response to the incident pursuant to Sections 2.02(M) and 3.10 of JAA's Procurement Code. Miller Electric Company was contacted, and they were able to install the single-mode fiber. Their proposal in the amount of \$126,260.00 requires ratification.

RECOMMENDATION:

Engineering & Facilities requests ratification of the emergency repair costs from Miller Electric Company, in response to damage to the Jacksonville International Airport's fiberoptic control cable for the Airfield Lighting Control System, pursuant to Sections 2.02(M) and 3.10 of JAA's Procurement Code, in the amount of \$126,260.00.

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Verification of Funding	
Title:	David Jones, VP Engineering & Facilities
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 Sr. Engineer, Engineering & Facilities	_____ Signature and Date
PROCUREMENT REVIEW:	
LeNedda Esquivel Director of Procurement	_____ Signature and Date
Devin Reed Chief Compliance Officer	_____ Signature and Date
SUBMITTED FOR APPROVAL:	
Tony Cugno Chief Operating Officer	_____ Signature and Date

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

Meeting Date: June 23, 2025 _____
Recording Secretary

CEO APPROVAL:

Mark VanLoh
Chief Executive Officer _____
Signature and Date

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



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Noticed Agenda Item

(Exhibits available upon request)

Item 3: AC2025-06-03

Office of Ethics, Compliance & Oversight Funding Support

Vendor: City of Jacksonville

(Cost: \$37,163.00 Funding: 11001)

Exempt Public Posting: June 3-10, 2025

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Subject/Awardee: Office of Ethics, Compliance & Oversight Funding Support / City of Jacksonville	Cost: \$37,163.00
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Solicitation No: Exempt 2.05(A)(12)	Budgeted, Transferred, or Contingency: Budgeted
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On-Going Maintenance Cost: N/A	Funding Source: 11001
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Attached / Supporting Documents

Exhibit "A" – COJ/Office of Ethics, Compliance & Oversight Funding Support Memorandum of Understanding
Exhibit "B" – FY25 Funding Invoice and Public Notice Posting

BACKGROUND:

In 2010, an ethics code was established in the City of Jacksonville's (COJ) Charter that requires Independent Agencies (IAs), public officials, and city employees to be independent, impartial, and responsible to the people. In 1999, COJ created an Ethics Office that works with the ethics officers and auditors of the IAs, as well as providing training and advice.

The Jacksonville Aviation Authority (JAA) recognizes the value to the public and itself in building trust and transparency in policies and processes. As such, JAA understands that the Office of Ethics, Compliance & Oversight (OECO) plays an important role in educating and training public officers and employees. Its oversight of publicly funded activities and other government transactions does not come without cost. Pursuant to Section 1.204 of its Charter, COJ may enter into agreements with the IAs to provide funding to OECO. Consistent with FAA guidance, JAA deems it in its best interest to provide such funding in exchange for the provision of OECO services.

JAA, along with the other IAs, have entered into an agreement with COJ, subject to the availability of funds, to offset the costs of OECO in providing services over a five-year term, in pro-rated amounts specific to each IA, for fiscal years 2025 through 2029. Each fiscal year includes a 3% increase from the prior year's funding support amount.

RECOMMENDATION:

Executive Management recommends a properly noticed award be made to the City of Jacksonville, for funding support of its Office of Ethics, Compliance & Oversight Services, pursuant to §2.05(A)(12) of JAA's Procurement Code, for a potential total not-to-exceed amount of \$37,163.00 over the duration of FY25-FY29.

FY25	FY26	FY27	FY28	FY29
\$7,000.00	\$7,210.00	\$7,426.00	\$7,649.00	\$7,878.00

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Verification of Funding	
Title:	Melissa Marcha-Lee, Senior Executive Assistant to CEO
Signature:	<div style="border: 1px solid black; height: 40px; width: 100%;"></div>

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

ORIGINATED AND SUBMITTED FOR APPROVAL BY:

Melissa Marcha-Lee
Senior Executive Assistant to CEO

Signature and Date

PROCUREMENT REVIEW:

Marsha Veal
Procurement Specialist

Signature and Date

LeNedda Esquivel
Director of Procurement

Signature and Date

SUBMITTED FOR APPROVAL:

Mark VanLoh (Delegated)
Chief Executive Officer

Signature and Date

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

Meeting Date: June 23, 2025

Recording Secretary

CEO APPROVAL:

Mark VanLoh
Chief Executive Officer

Signature and Date

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



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Noticed Agenda Item

(Exhibits available upon request)

Item 4: AC2025-06-04

JAXUSA Sponsorship

Vendor: Jacksonville Regional Chamber of Commerce

(Cost: \$290,000.00 Funding: 11001.77550)

Exempt Public Posting: June 12-20, 2025

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Subject/Awardee: JAXUSA Sponsorship / Jacksonville Regional Chamber of Commerce	Cost: \$290,000.00
Solicitation No: Exempt per §2.05(A)(7)	Budgeted, Transferred, or Contingency: Budgeted
On-Going Maintenance Cost: N/A	Funding Source: 11001.77550

Attached / Supporting Documents

Exhibit "A" – FY25 \$90,000.00 Sponsorship Invoice
Exhibit "B" – Public Posting Notice

BACKGROUND:

The Jacksonville Aviation Authority (JAA) has been a long-time sponsor of the JAXUSA Partnership, the private nonprofit division of the Jacksonville Chamber of Commerce and Jacksonville's regional economic development initiative overseeing the efforts of the seven counties of Northeast Florida. JAXUSA primarily focuses on economic growth, job creation, and capital investments which advances JAA's interests in the same, which has been evidenced by the number of large companies choosing Cecil Airport & Spaceport as their center of operations or increasing their current local presence, such as Hermeus Aircraft Engines and The Boeing Company.

JAA's sponsorship is: (i) in compliance with Federal Aviation Administration (FAA) Airport Compliance Manual, FAA Order No. 5190.6B, §15.9(b), as it is designed to promote public and industry awareness of JAA's airport facilities and services; and (ii) exempt from competition pursuant to §2.05(A)(7) of JAA's Procurement Code. JAA plans to continue this sponsorship through at least FY27.

FY25	FY26	FY27
\$90,000.00	\$100,000.00	\$100,000.00

RECOMMENDATION:

Executive Management recommends JAA make a properly noticed award to JAXUSA Partnership, pursuant to §2.05(A)(7) of the Procurement Code, for a three-year sponsorship, consistent with FAA Order No. 5190.6B, §15.9(b), in a potential not-to-exceed amount of \$290,000.00.

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Verification of Funding	
Title:	Melissa Marcha-Lee, Senior Executive Assistant to CEO
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:

Melissa Marcha-Lee
Senior Executive Assistant to CEO

Signature and Date

PROCUREMENT REVIEW:

Samantha Smid
Procurement Administrator

Signature and Date

LeNedda Esquivel
Director of Procurement

Signature and Date

SUBMITTED FOR APPROVAL:

Mark VanLoh (Delegated)
Chief Executive Officer

Signature and Date

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

Meeting Date: June 23, 2025

Recording Secretary

CEO APPROVAL:

Mark VanLoh
Chief Executive Officer

Signature and Date

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



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Noticed Agenda Item

(Exhibits available upon request)

Item 5: AC2025-06-05

Consultant for Primary Management Compliance Documents

Vendor: Aviation Management Consulting Group, Inc.

(Cost: \$150,000.00 Funding: 43101)

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Subject/Awardee: Consultant for Primary Management Compliance Documents / Aviation Management Consulting Group, Inc.	Cost: \$150,000.00
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Solicitation No: RFQ No. 25-13-43101

Budgeted, Transferred, or Contingency: Budgeted

On-Going Maintenance Cost: N/A

Funding Source: 43101

Attached / Supporting Documents

Exhibit "A" – Scope of Services, Evaluation Matrix, and SPIS

Exhibit "B" – Aviation Management Consulting Group, Inc. proposal forms and pricing

BACKGROUND:

The Jacksonville Aviation Authority (JAA) proactively reviews and recommended an update to JAA's General Aviation Minimum Standards document. Additionally, JAA has a need to maintain an on-call consultant for support in updating JAA's Primary Management Compliance Documents (PMCD).

On February 19, 2025, Procurement released Request for Qualifications (RFQ) No. 25-13-43101 to contract with a qualified firm that can revise and develop a comprehensive General Aviation Minimum Standards document in compliance with Federal Aviation Administration (FAA) and all other standards and regulations. Subsequently, the firm will provide on-call consulting services pertaining to JAA's Primary Management Compliance Documents.

On April 7, 2025, JAA received two conforming Statements of Qualifications which were evaluated and ranked as follows:

Rank Order	Respondents	Scores
1	Aviation Management Consulting Group, Inc.	95.14
2	ICATT Professional Services	40.75

RECOMMENDATION:

Business Development recommends an award be made to Aviation Management Consulting Group, Inc., the higher ranked of the two respondents in response to RFQ No. 25-13-43101, for primary management compliance document consultant services, in a total potential not-to-exceed amount of \$150,000.00, based upon a term of three-years, with two annual renewal options. Funds are budgeted within cost center 43101.

Initial Three-Year Term	1 st Renewal	2 nd Renewal
\$100,000	\$25,000	\$25,000

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Verification of Funding	
Title:	Paul Gerrety, Director of Business Development
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:	
Paul Gerrety Director of Business Development	_____ Signature and Date
PROCUREMENT REVIEW:	
Samantha Smid Procurement Administrator	_____ Signature and Date
LeNedda Esquivel Director of Procurement	_____ Signature and Date
SUBMITTED FOR APPROVAL:	
Jay Cunio Chief Development Officer	_____ Signature and Date

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

Meeting Date: June 23, 2025

Recording Secretary

CEO APPROVAL:

Mark VanLoh
Chief Executive Officer

Signature and Date

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



JACKSONVILLE AVIATION AUTHORITY AWARDS COMMITTEE MEETING AGENDA

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Noticed Agenda Item

(Exhibits available upon request)

Item 6: AC2025-06-06

High Mast LED Light Kits

Vendors: Various

(Cost: \$70,000.00 Funding: Various)

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Subject/Awardee: High Mast LED Light Kits / Various Vendors **Cost:** \$70,000.00

Solicitation No: Amendment

**Budgeted, Transferred,
or Contingency:** Budgeted

On-Going Maintenance Cost: N/A

Funding Source: Various

Attached / Supporting Documents

Exhibit "A" – JAA Approved Awards AC2021-05-04SR, AC2021-05-05, AC2021-08-05, and AC2022-04-03
Exhibit "B" – Spend Analysis Summary

BACKGROUND:

On May 24, 2021, the Jacksonville Aviation Authority's (JAA) Awards Committee approved JAA Award Nos. AC2021-05-04AR and AC2021-05-05 for the standardization and purchase of high mast lights on Concourse A and C on an "as-needed" basis.

Engineering & Facilities requests additional funds to complete "as-needed" upgrades through the standardization period through May 31, 2026, with the authorized electrical distributors; City Electric Supply, Englewood Electric, World Electric Supply, Inc., Graybar Electric Company, Lamp Sales Unlimited, Consolidated Electrical Distributors and Jax Electric.

The contract spend analysis indicates that the approved spending authority is approaching depletion. Therefore, this request is to obtain approval to increase the collective spending authority with the awarded vendors through contract expiration of May 31, 2026, in the amount of \$70,000.00.

RECOMMENDATION:

Procurement recommends JAA Award No. AC2021-05-05, for high mast LED lighting kits, be amended to increase the not-to-exceed amount by an additional \$70,000.00 through May 31, 2026, resulting in a new potential not-to-exceed award total of \$295,000.00. Funds are budgeted within various cost centers.

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Verification of Funding	
Title:	Various
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:

Marilyn V. Fryar
Contract Administrator

Signature and Date

PROCUREMENT REVIEW:

LeNedda Esquivel
Director of Procurement

Signature and Date

SUBMITTED FOR APPROVAL:

Devin Reed
Chief Compliance Officer

Signature and Date

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

Meeting Date: June 23, 2025

Recording Secretary

CEO APPROVAL:

Mark VanLoh
Chief Executive Officer

Signature and Date

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



JACKSONVILLE AVIATION AUTHORITY AWARDS COMMITTEE MEETING AGENDA

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Noticed Agenda Item

(Exhibits available upon request)

Item 7: AC2025-06-07

**Facility MRO Supplies; Public Safety / Law Enforcement;
Janitorial Supplies; Firefighting Supplies
Vendors: Grainger Industrial and Northgate Limited, Inc.
(Cost: \$840,000.00 Funding: 00000.17111 and Various)
Piggyback Public Posting: June 11-18, 2025**

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Subject/Awardee: Facility MRO Supplies; Public Safety / Law Enforcement; Janitorial Supplies; Firefighting Supplies / Grainger Industrial and Northgate Limited, Inc.	Cost: \$840,000.00
Solicitation No: Amendment	Budgeted, Transferred, or Contingency: Budgeted
On-Going Maintenance Cost: NA	Funding Source: 00000.17111 and Various

Attached / Supporting Documents

Exhibit "A" – AC2023-05-07
Exhibit "B" – Spend Analysis Summary and Public Notice Postings

BACKGROUND:

The Jacksonville Aviation Authority (JAA) approved JAA Award No. AC2023-05-07 to Grainger Industrial and Northgate Limited, Inc., for the purchase of facility MRO supplies / equipment; public safety / law enforcement supplies; janitorial supplies; and firefighting supplies for use throughout its Airport System.

Both suppliers have a successful and positive performance in providing supplies within delivery standards. The approved spending authority is approaching depletion. Therefore, this request is to obtain approval to collectively increase the spending authority with the awarded vendors through contract expiration of June 30, 2028, in the amount of \$840,000.00.

RECOMMENDATION:

Procurement recommends JAA Award No. AC2023-05-07, to Grainger Industrial and Northgate Limited, Inc., for the purchase of facility MRO supplies / equipment; public safety / law enforcement supplies; janitorial supplies; and firefighting supplies, be amended to increase funding by an additional \$840,000.00, resulting in a new total potential not-to-exceed amount of \$1,440,000.00. Funds are budgeted within various cost centers.

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Verification of Funding	
Title:	VARIOUS
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:

Marilyn V. Fryar
Contract Administrator

Signature and Date

PROCUREMENT REVIEW:

LeNedda Esquivel
Director of Procurement

Signature and Date

SUBMITTED FOR APPROVAL:

Devin J. Reed
Chief Compliance Officer

Signature and Date

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

Meeting Date: June 23, 2025

Recording Secretary

CEO APPROVAL:

Mark VanLoh
Chief Executive Officer

Signature and Date

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



JACKSONVILLE AVIATION AUTHORITY AWARDS COMMITTEE MEETING AGENDA

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Noticed Agenda Item

(Exhibits available upon request)

Item 8: AC2025-06-08

Cleaning Supplies, Equipment and Custodial Related Services & Solutions

Vendor: Home Depot U.S.A f/k/a Supplyworks

(Cost: \$802,197.17 Funding: 00000.17111 & Various)

Piggyback Public Posting: June 11-18, 2025

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Subject/Awardee: Cleaning Supplies, Equipment and Custodial Related Services & Solutions / Home Depot U.S.A f/k/a Supplyworks		Cost: \$802,197.17
Solicitation No: Ratification / Amendment	Budgeted, Transferred, or Contingency:	Budgeted
On-Going Maintenance Cost: NA	Funding Source:	00000.17111 & Various

Attached / Supporting Documents

Exhibit "A" – JAA Award AC2022-11-09
Exhibit "B" – Spend Analysis and Public Notice Postings

BACKGROUND:

The Jacksonville Aviation Authority (JAA) approved JAA Award No. AC2022-11-09 to Home Depot *fka* Supplyworks, for the purchase of cleaning supplies, equipment and custodial related services and solutions for use throughout its Airport System.

Procurement's warehouse replenishment and specific department requisitions are processed and received daily for these types of supplies. During a recent spend analysis review, many of the purchase orders were not linked to the tracking contract purchase order that would have alerted Procurement to an overage for these services.

Due to this administrative oversight, the approved spending authority is exceeded by \$549,197.17 and, to ensure operational continuity through the contract expiration of October 31, 2025, an additional estimate of \$254,000.00 will be needed for "as-needed" requests from departments and inventory replenishment.

RECOMMENDATION:

Procurement recommends JAA Award No. AC2022-11-09, to Home Depot fka Supplyworks, for the purchase of cleaning supplies, equipment and custodial related services and solutions, utilizing Omnia Partners Fresno Unified School District Contract No. 22-07, be amended to: (i) ratify the overage of \$549,197.17; and (ii) increase approved funding in the amount of \$254,000.00 for "as-needed" goods and services through contract duration of October 31, 2025, for a new total potential not-to-exceed amount of \$2,078,197.17. Funds are budgeted within various cost centers.

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Verification of Funding	
Title:	- VARIOUS -
Signature:	N/A

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

ORIGINATED AND SUBMITTED FOR APPROVAL BY:

Marilyn V. Fryar
Contract Administrator

Signature and Date

PROCUREMENT REVIEW:

LeNedda Esquivel
Director of Procurement

Signature and Date

SUBMITTED FOR APPROVAL:

Devin J. Reed
Chief Compliance Officer

Signature and Date

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

Meeting Date: June 23, 2025

Recording Secretary

CEO APPROVAL:

Mark VanLoh
Chief Executive Officer

Signature and Date

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



JACKSONVILLE AVIATION AUTHORITY AWARDS COMMITTEE MEETING AGENDA

June 23, 2025

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

Noticed Agenda Item

(Exhibits available upon request)

Item 9: AC2025-06-09

Industrial Products and Services

Vendor: Visiontron Corp.

(Cost: \$50,000.00 Funding: 46204)

Piggyback Public Posting: June 16-23, 2025

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Subject/Awardee: Industrial Products and Services / Visiontron Corp. **Cost:** \$50,000.00

Solicitation No: Amendment

Budgeted, Transferred, or Contingency: Budgeted

On-Going Maintenance Cost: N/A

Funding Source: 46204

Attached / Supporting Documents

Exhibit "A" – JAA Awards AC2023-10-13 and AC2024-04-01

Exhibit "B" – GSA Contract No. 47QSMA19D08QC documentation and Public Notice Postings

BACKGROUND:

In October 2023, the Jacksonville Aviation Authority (JAA) approved JAA Award No. AC2023-10-13 to Visiontron Corporation, for stanchions to support the Transportation Security Administration's (TSA) Security Checkpoint renovation. Additionally, JAA Award No. AC2024-04-01 was approved to support additional queuing changes at the Jacksonville international Airport's (JIA) Ticket Counters and Baggage Claim areas. The contract originally was set to expire on June 26, 2024.

As a result of recent requests for additional stanchions to support new air service providers and additional TSA modifications to queue lines, additional stanchions and accessories to complete these projects are needed. Procurement researched and reviewed the GSA Contract which did receive a contract extension and continues to provide competitive pricing, pursuant to Sections 2.05(A)(12) and 3.08 of JAA's Procurement Code. As such, Procurement is of the opinion that it is in JAA's best interest to continue utilizing GSA Contract No. 47QSMA19D08QC, which was competitively solicited and awarded to Visiontron Corporation and was extended through June 26, 2029. The five-year maximum usage of this piggyback would expire October 31, 2028, at which time additional market research and a new five-year award will be required.

RECOMMENDATION:

Operations recommends JAA Award AC2023-10-13, to Visiontron Corporation for stanchions and supplies, be amended to: (i) increase the approved spend by \$50,000.00; and (ii) extend the contract term through October 31, 2028, for a new total potential award amount of \$275,915.46, at JAA's sole discretion, based upon vendor performance and available funds.

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Verification of Funding	
Title:	Terry Dlugos, Vice-President of Operations
Signature:	

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

ORIGINATED AND SUBMITTED FOR APPROVAL BY:

Zuleika Raker
Operations Administrator

Signature and Date

PROCUREMENT REVIEW:

Meghan Miles
Procurement Administrator

Signature and Date

LeNedda Esquivel
Director of Procurement

Signature and Date

SUBMITTED FOR APPROVAL:

Tony Cugno
Chief Operating Officer

Signature and Date

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

Meeting Date: June 23, 2025

Recording Secretary

CEO APPROVAL:

Mark VanLoh
Chief Executive Officer

Signature and Date

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



JACKSONVILLE AVIATION AUTHORITY AWARDS COMMITTEE MEETING AGENDA

June 23, 2025

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

Noticed Agenda Item

(Exhibits available upon request)

Item 10: AC2025-06-10

General Aviation Facility (GAF) IT Equipment

Vendor: United States Customs and Border Protection

(Cost: \$212,117.15 Funding: Capital and O&M)

Piggyback Public Posting: June 5-12, 2025

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Subject/Awardee: General Aviation Facility (GAF) IT Equipment / United States Customs and Border Protection		Cost: \$212,117.15
Solicitation No: Exemption 2.05 (A)(10)	Budgeted, Transferred, or Contingency:	Budgeted
On-Going Maintenance Cost: \$3,020 / year	Funding Source:	Capital (Initial) O&M (Annual)

Attached / Supporting Documents

Exhibit "A" – JAA Award AC2024-07-09

Exhibit "B" – Purchase Order No. 63390/Email, CBP Budget Sheets, Memorandum of Agreement (MOA),
and Public Notice Posting

BACKGROUND:

In July 2024, JAA Award No. AC2024-07-09 was approved for the construction of a new General Aviation (GA) Federal Inspection Services facility at the Jacksonville International Airport (JIA) to support International GA flights. The facility will consist of a turnstile and Information Technology (IT) equipment for U.S. Customs and Border Protection (CBP).

In response to the construction of the new facility and given the security sensitive nature of the information contained on this equipment, as well as the national security requirements associated with the network on which this data travels, CBP uses a Department of Homeland Security (DHS) trusted vendor who ships the equipment directly to the local CBP offices and DHS employees perform the installation of the equipment. CBP is responsible for purchasing all equipment and JAA is required to reimburse CBP for all equipment, connectivity costs, including installation, maintenance and recurring costs. The estimated initial cost is \$197,017.15, plus \$3,020.00 annually for five years for on-going maintenance, which is consistent with the Memorandum of Agreement between JAA and CBP. The five-year maximum usage of this sole-source award would expire on June 30, 2030, at which time a new five-year award for any future recurring costs would be required.

Engineering & Facilities notified Procurement of an invoice in the amount of \$49,783.37 that required expedited processing and, therefore, requires ratification. In accordance with JAA's Procurement Code Section 2.05 (A)(10), a seven-day public notice posting was completed.

RECOMMENDATION:

Engineering & Facilities recommends JAA make a properly noticed award to the United States Customs and Border Protection, pursuant section 2.05(A)(10), for the General Aviation Federal Inspection Services Facility's IT equipment, in a total potential not-to-exceed amount of \$212,117.15.

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Verification of Funding	
Title:	Ashley Shorter, Sr. Manager of Aviation Planning
Signature:	<div style="border: 1px solid black; height: 40px; width: 100%;"></div>

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

ORIGINATED AND SUBMITTED FOR APPROVAL BY:

Zuleika Raker
Operations Administrator

Signature and Date

PROCUREMENT REVIEW:

Monica M. Frazier
Contract Administrator

Signature and Date

LeNedda Esquivel
Director of Procurement

Signature and Date

SUBMITTED FOR APPROVAL:

Tony Cugno
Chief Operating Officer

Signature and Date

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

Meeting Date: June 23, 2025

Recording Secretary

CEO APPROVAL:

Mark VanLoh
Chief Executive Officer

Signature and Date

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



JACKSONVILLE AVIATION AUTHORITY AWARDS COMMITTEE MEETING AGENDA

June 23, 2025

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

Noticed Agenda Item

(Exhibits available upon request)

Item 11: AC2025-06-11

Microsoft Office 365

Vendor: Software House International (SHI)

(Cost: \$371,815.37 Funding: O&M)

Piggyback Public Posting: June 12-19, 2025

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Subject/Awardee: Microsoft Office 365 / Software House International (SHI) **Cost:** \$371,815.37

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

On-Going Maintenance Cost: **Funding Source:** O&M

Attached / Supporting Documents

Exhibit "A" – SHI Quote No. 26285870

Exhibit "B" – SHI Sourcewell Documentation and Public Notice Posting

BACKGROUND:

The Jacksonville Aviation Authority (JAA) utilizes Microsoft 365 for SharePoint, power platform, cloud storage, and Office 365 products. This is an annual subscription service, necessary for business / operational continuity. Due to expiring cooperative contracts, this request represents a new three-year agreement with Microsoft, utilizing a new Sourcewell Cooperative Contract No. 121923-SHI, effective through February 27, 2028, with three annual renewals. JAA would not exceed five years upon execution of contract. This award will be a non-exclusive agreement, with Procurement continuing to research this commodity to secure the best value for JAA.

This request is for the annual estimate of \$107,772.57 for three years, plus an additional annual amount of \$48,497.66 during the renewal period, for "as-needed" new licenses associated with additional headcount or other new product licenses.

Procurement has researched this purchase and is of the opinion that, pursuant to Sections 2.05(A)(12) and/or 3.08 of the Procurement Code, it is in JAA's best interest to purchase the requested subscription services by piggybacking or utilizing Sourcewell Technology Products and Services Contract No. 121923-SHI that was competitively awarded to Software House International (SHI).

RECOMMENDATION:

Information Technology recommends that JAA utilize Sourcewell Technology Products and Services Contract No. 121923-SHI, pursuant to Sections 2.05(A) (12) and/or 3.08 of JAA's Procurement Code, to make a properly noticed award to Software House International (SHI), in a total not-to-exceed amount of \$371,815.37, for Microsoft Office 365 and related software through February 27, 2028, and any applicable renewals.

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Verification of Funding	
Title:	Steven Schultz, VP Information Technology
Signature:	<p>I have verified that there are budgeted funds in the above-referenced funding source that are sufficient to cover the amount of this award submission (<i>directors or their designees may verify funding; however, verification of an award submission that is unbudgeted or that requires transferred or contingency funding must also attach approved documentation evidencing the same</i>).</p>

ORIGINATED AND SUBMITTED FOR APPROVAL BY:	
Steven Schultz VP Information Technology	<div style="border-bottom: 1px solid black; height: 1.2em; margin-bottom: 5px;"></div> Signature and Date
SUBMITTED FOR APPROVAL:	
Marilyn V. Fryar Contract Administrator	<div style="border-bottom: 1px solid black; height: 1.2em; margin-bottom: 5px;"></div> Signature and Date
LeNedda Esquivel Director of Procurement	<div style="border-bottom: 1px solid black; height: 1.2em; margin-bottom: 5px;"></div> Signature and Date
SUBMITTED FOR APPROVAL:	
Ross Jones Chief Financial Officer	<div style="border-bottom: 1px solid black; height: 1.2em; margin-bottom: 5px;"></div> Signature and Date

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

Meeting Date: June 23, 2025

Recording Secretary

CEO APPROVAL:

Mark VanLoh
Chief Executive Officer

Signature and Date

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



JACKSONVILLE AVIATION AUTHORITY AWARDS COMMITTEE MEETING AGENDA

June 23, 2025

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

Noticed Agenda Item

(Exhibits available upon request)

Item 12: AC2025-06-12

PowerDMS SaaS Subscription

Vendor: PowerDMS, Inc.

(Cost: \$38,978.53 Funding: O&M)

Sole Source Public Posting: June 12 - July 2, 2025

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Subject/Awardee: PowerDMS SaaS Subscription / PowerDMS, Inc.	Cost: \$38,978.53
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Solicitation No: Sole Source	Budgeted, Transferred, or Contingency: Budgeted
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On-Going Maintenance Cost: N/A	Funding Source: O&M
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Attached / Supporting Documents

Exhibit "A" – PowerDMS Quote and Sole Source Form
Exhibit "B" – Public Notice Posting

BACKGROUND:

The Jacksonville Aviation Authority (JAA) utilizes PowerDMS by NEOGOV, a cloud-based policy and compliance management platform, to manage requirements by Florida Department of Law Enforcement as it relates to documentation of policy, procedure, and training for JAA's Department of Public Safety & Security. Documentation must be associated with and tracked for compliance, which includes but not limited to written directives, policy and procedure, general and special order, state law or local ordinance, memoranda, instructional materials, police reports, incident reports, and other documentation associated with managing Police personnel and activity. The current renewal will expire on August 6, 2025.

While there are other solutions that possibly could be used for this purpose, JAA currently has a large amount of documentation and history in PowerDMS, and conversion to another solution would be disruptive, costly and result in the loss of historical legacy data. PowerDMS was developed specifically for law enforcement compliance purposes and has been widely adopted by law enforcement agencies. Therefore, Information Technology is recommending a sole source purchase pursuant to Section 3.09 of the Procurement Code. Procurement has reviewed and verified this request as a sole source. This award request represents a five-year agreement with PowerDMS, Inc., which secures subscription pricing during the contract term, while providing uninterrupted access to legacy data, analytics, and advanced reporting.

RECOMMENDATION:

Information Technology recommends JAA make a properly noticed sole-source award, pursuant to Section 3.09 of the Procurement Code, to PowerDMS, Inc., for PowerDMS SaaS subscription and training services necessary to support requirements for JAA's Public Safety & Security Department, in a total potential not-to-exceed amount of \$38,978.53.

Initial Term	1 st Renewal	2 nd Renewal	3 rd Renewal	4 th Renewal
\$7,054.13	\$7,406.84	\$7,777.18	\$8,166.04	\$8,574.34

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Verification of Funding	
Title:	Steven Schultz, VP Information Technology
Signature:	<div style="border: 1px solid black; height: 40px; width: 100%;"></div>

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

ORIGINATED AND SUBMITTED FOR APPROVAL BY:

Steven Schultz
VP Information Technology

Signature and Date

SUBMITTED FOR APPROVAL:

Monica M. Frazier
Contract Administrator

Signature and Date

LeNedda Esquivel
Director of Procurement

Signature and Date

SUBMITTED FOR APPROVAL:

Ross Jones
Chief Financial Officer

Signature and Date

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

Meeting Date: June 23, 2025

Recording Secretary

CEO APPROVAL:

Mark VanLoh
Chief Executive Officer

Signature and Date

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



JACKSONVILLE AVIATION AUTHORITY AWARDS COMMITTEE MEETING AGENDA

June 23, 2025

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

Noticed Agenda Item

(Exhibits available upon request)

Item 13: AC2025-06-13

Copier Leases and Maintenance

Vendor: Xerox Corporation

(Cost: \$90,000.00 Funding: 24001)

Piggyback Public Posting: June 19-27, 2025

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Subject/Awardee: Printers, Copiers and Managed Print Services / Xerox Corporation **Cost:** \$90,000.00

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

On-Going Maintenance Cost: N/A **Funding Source:** 24001

Attached / Supporting Documents

Exhibit "A" – University of South Florida Contract No. 2024-097-ITN-PRO documentation

Exhibit "B" – Quote for Current and New Lease Agreements and Public Notice Posting

BACKGROUND:

The Jacksonville Aviation Authority (JAA) currently owns nine Xerox multifunction copiers and leases nine additional copiers from the Xerox Corporation. The owned copiers have reached the end of their useful lives and parts are no longer available in many instances. As such, Information Technology is currently planning to consolidate the number of copiers throughout JAA's Airport System, which will primarily require leasing new copiers and securing supply and maintenance service options.

Procurement conducted research and has reviewed this request against cooperative purchasing sources and is of the opinion that, pursuant to Sections 2.05(A)(12) and 3.08 of JAA's Procurement Code, it is in JAA's best interest to utilize University of South Florida Contract 2024-097-ITN, which was competitively solicited and awarded to the Xerox Corporation for an initial term through February 10, 2030, with potential renewal options. Based on historical spend data regarding copier maintenance, supplies and anticipated replacement, IT estimates a total expenditure of \$90,000.00 over the next five years for these services. A five-year maximum utilization of the referenced award would expire June 23, 2030, prior to which Procurement will evaluate the market for the eventual award of a new five-year contract.

RECOMMENDATION:

Information Technology recommends that JAA utilize University of South Florida Contract No. 2024-097-ITN-PRO, pursuant to Sections 2.05(A) (12) and/or 3.08 of JAA's Procurement Code, to make a properly noticed award to the Xerox Corporation, for Printers, Copiers and Managed Print Services, in a five-year total potential not-to-exceed amount of \$90,000.00, based on historical spend analysis.

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Verification of Funding	
Title:	Steven Schultz, VP Information Technology
Signature:	<p>I have verified that there are budgeted funds in the above-referenced funding source that are sufficient to cover the amount of this award submission (<i>directors or their designees may verify funding; however, verification of an award submission that is unbudgeted or that requires transferred or contingency funding must also attach approved documentation evidencing the same</i>).</p>

ORIGINATED AND SUBMITTED FOR APPROVAL BY:

Steven Schultz
VP Information Technology

Signature and Date

SUBMITTED FOR APPROVAL:

Samantha Smid
Procurement Administrator

Signature and Date

LeNedda Esquivel
Director of Procurement

Signature and Date

SUBMITTED FOR APPROVAL:

Ross Jones
Chief Financial Officer

Signature and Date

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

Meeting Date: June 23, 2025

Recording Secretary

CEO APPROVAL:

Mark VanLoh
Chief Executive Officer

Signature and Date

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

Page 2 of 2

Form Revision Date: 2-2022