



# JACKSONVILLE AVIATION AUTHORITY AWARDS COMMITTEE MEETING AGENDA

September 22, 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: AC2025-09-01

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

**Vendor: HD Supply Facilities Maintenance, Ltd.**

**(Cost: \$3,950,000.00 Funding: 00000.17111 & Various )**

**Piggyback Public Posting: September 9-16, 2025**

# SUBMISSION FOR AWARDS COMMITTEE APPROVAL

<b>Subject/Awardee:</b> Cleaning Supplies, Equipment, and Custodial Related Products, Services and Solutions/ HD Supply Facilities Maintenance, Ltd.	<b>Cost:</b> \$3,950,000.00
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<b>Solicitation No:</b> Piggyback	<b>Budgeted, Transferred, or Contingency:</b> Budgeted
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<b>On-Going Maintenance Cost:</b> N/A	<b>Funding Source:</b> 00000.17111 & Various
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## Attached / Supporting Documents

**Exhibit "A"** – Harford County Public Schools / Omnia Partners Contract No. 25-JH-011  
**Exhibit "B"** – Public Notice Posting

### BACKGROUND:

Due to the expiration of the previous five-year piggyback, Procurement is required to conduct market research on available piggyback contracts that offer the best pricing for the organization. Procurement warehouse replenishment and specific department requisitions are received daily for these types of supplies. Procurement has multiple vendors for cleaning supplies, of which HD Supply Facilities Maintenance, Ltd. has proven very reliable in providing quotes and supplies in a timely manner.

Procurement researched available contract options against various vendors and cooperative purchasing sources and determined it would be in Jacksonville Aviation Authority's (JAA) best interest to piggy-back Harford County Public Schools / Omnia Partners Contract No. 25-JH-011, which was competitively awarded to HD Supply Facilities Maintenance, for a term through June 30, 2027 with up to two (2) additional two-year renewals. The five-year maximum usage of this piggyback would expire September 30, 2030, at which time additional market research and a new five-year award will be required. The annual spend for these products totals approximately \$790,000.00.

### RECOMMENDATION:

**Procurement recommends JAA make a properly noticed award to HD Supply Facilities Maintenance, Ltd., utilizing Harford County Public Schools / Omnia Partners Contract No. 25-JH-011, pursuant to Sections 2.05(A)(12) and/or 3.08 of JAA's Procurement Code, for the purchase of cleaning supplies, equipment and custodial related services and solutions on a non-exclusive basis, through June 30, 2027 and any exercised renewals available under the utilized contract, for a maximum term of five years, for a total potential award amount of \$3,950,000.00. JAA reserves the right to make future purchases of this commodity from other vendors when it is in JAA's best interest to do so.**

# SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Verification of Funding	
<b>Title:</b>	Various
<b>Signature:</b>	<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>

<b>ORIGINATED AND SUBMITTED FOR APPROVAL BY:</b>	
Eric Powell Warehouse Manager	_____ Signature and Date
<b>SUBMITTED FOR APPROVAL:</b>	
Meghan Miles Procurement Administrator	_____ Signature and Date
Kathleen Fisher Director of Procurement	_____ Signature and Date
<b>SUBMITTED FOR APPROVAL:</b>	
Devin Reed Chief Compliance Officer	_____ Signature and Date

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

Meeting Date: September 22, 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 September 22, 2025

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## Noticed Agenda Item

(Exhibits available upon request)

Item 2: AC2025-09-02

**Office Supply and Workplace Catalog Solutions**

**Vendor: Staples Contract & Commercial LLC**

**(Cost: \$350,000.00 Funding: 26201.77345)**

**Piggyback Public Posting: September 9-16, 2025**

## SUBMISSION FOR AWARDS COMMITTEE APPROVAL

<b>Subject/Awardee:</b> Office Supply and Workplace Catalog Solutions/ Staples Contract & Commercial LLC	<b>Cost:</b> \$350,000.00
<b>Solicitation No:</b> Piggyback	<b>Budgeted, Transferred, or Contingency:</b> Budgeted
<b>On-Going Maintenance Cost:</b> N/A	<b>Funding Source:</b> 26201.77345

### Attached / Supporting Documents

**Exhibit "A"** – Sourcewell Contract No. 070924  
**Exhibit "B"** – Public Notice Posting

### BACKGROUND:

The Jacksonville Aviation Authority's (JAA) Procurement Storeroom is responsible for managing enterprise-wide office supplies, Personal Protective Equipment supplies, and various other miscellaneous products.

To ensure the organization can purchase these materials at a competitive price, and pursuant to Sections 2.05(A)(12) and/or 3.08 of JAA's Procurement Code, Procurement reviewed Sourcewell Contract No. 070924, awarded to Staples Contract & Commercial LLC, for office supplies and workplace catalog solutions. Upon its review, Procurement determined this contract provides access to a large variety of items that meet JAA's organizational needs. The contract is active through February 2, 2029 with three additional one-year extensions. The five-year maximum usage of this piggyback would expire September 30, 2030, at which time additional market research and a new five-year award will be required.

Based upon historic spend data for the organization and anticipated needs, Procurement is requesting a total of \$350,000.00.

### RECOMMENDATION:

**Procurement recommends JAA make a properly noticed award to Staples Contract & Commercial LLC, utilizing Sourcewell Contract No. 070924, pursuant to Sections 2.05(A)(12) and/or 3.08 of JAA's Procurement Code, for office supplies and workplace catalog solutions, through February 2, 2029, and any exercised renewals available under the utilized contract, for a maximum term of five years, in a not-to-exceed amount of \$350,000.00. JAA reserves the right to make future purchases of this commodity from other vendors when it is in JAA's best interest to do so.**

# SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Verification of Funding	
<b>Title:</b>	Eric Powell, Warehouse Manager
<b>Signature:</b>	

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

**ORIGINATED AND SUBMITTED FOR APPROVAL BY:**

Eric Powell  
Warehouse Manager

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Signature and Date

**SUBMITTED FOR APPROVAL:**

Meghan Miles  
Procurement Administrator

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Signature and Date

Kathleen Fisher  
Director of Procurement

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Signature and Date

**SUBMITTED FOR APPROVAL:**

Devin Reed  
Chief Compliance Officer

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Signature and Date

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

Meeting Date: September 22, 2025

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Recording Secretary

**CEO APPROVAL:**

Mark VanLoh  
Chief Executive Officer

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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 September 22, 2025

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## Noticed Agenda Item

(Exhibits available upon request)

Item 3: AC2025-09-03

**Disaster Mitigation & Remediation Services**

**Vendor: Cotton Commercial USA Inc.**

**(Cost: \$6,100,000.00 Funding: Various)**

**Piggyback Public Posting: September 13-20, 2025**

## SUBMISSION FOR AWARDS COMMITTEE APPROVAL

**Subject/Awardee:** Disaster Mitigation & Remediation Services / Cotton Commercial USA Inc. **Cost:** \$6,100,000.00

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

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

### Attached / Supporting Documents

**Exhibit "A"** – AC2025-06-01 Emergency Ratification

**Exhibit "B"** – Cotton Commercial USA Invoice 78286-3, Purchase Order No. 63658, & Updated Public Notice Posting

### BACKGROUND:

In June 2025, under AC2025-06-01, the Jacksonville Aviation Authority's (JAA) Awards Committee ratified approval of 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, for a potential not-to-exceed amount of \$2,500,000.00, representing estimated costs from Cotton for the Hourly Garage fire (emergency event) and potential future needs for the term of the contract.

Since June 2025, the estimate from Cotton for this emergency event has increased, and currently, ratification is needed for Invoice 78286-3 and Purchase Order No. 63658 in the amount of \$1,725,006.56. Cotton anticipates submitting additional invoices for Purchase Order No. 63658 totaling approximately \$1,307,678.00. 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 JAA Award No. AC2025-06-01, for Disaster Mitigation & Remediation Services, awarded to Cotton Commercial USA Inc., be further amended to: (i) ratify the amount of \$1,725,006.56 for current invoices and purchase orders; (ii) increase the amount by \$1,307,678.00 for anticipated future invoices and purchase order amounts; and (ii) additionally increase the amount by \$567,315.44 for "as needed" emergency authority, for a new potential not-to-exceed amount of \$6,100,00.00. Funds have been transferred to 00000.32181 for this incident.**



## SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Verification of Funding	
<b>Title:</b>	Ross Jones, Chief Financial Officer
<b>Signature:</b>	<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>

<b>ORIGINATED AND SUBMITTED FOR APPROVAL BY:</b>	
Roger Studenski Risk and Safety Manager	_____ Signature and Date
<b>SUBMITTED FOR APPROVAL:</b>	
Monica Frazier Contract Administrator	_____ Signature and Date
Kathleen Fisher Director of Procurement	_____ Signature and Date
<b>SUBMITTED FOR APPROVAL:</b>	
Ross Jones Chief Financial Officer	_____ Signature and Date

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

Meeting Date: September 22, 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 September 22, 2025

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## Noticed Agenda Item

(Exhibits available upon request)

Item 4: AC2025-09-04

**Equipment Rental**

**Vendor: Sunbelt Rentals, Inc.**

**(Cost: \$128,300.90 Funding: Various)**

**Piggyback Public Posting: September 13-20, 2025**

## SUBMISSION FOR AWARDS COMMITTEE APPROVAL

<b>Subject/Awardee:</b> Equipment Rental / Sunbelt Rentals, Inc.	<b>Cost:</b> \$128,300.90
<b>Solicitation No:</b> Emergency Ratification	<b>Budgeted, Transferred, or Contingency:</b> Contingency
<b>On-Going Maintenance Cost:</b> N/A	<b>Funding Source:</b> Various

### Attached / Supporting Documents

**Exhibit "A"** – Sunbelt Rentals, Inc. Invoices 173942643 and 174060863  
**Exhibit "B"** – Public Posting

### BACKGROUND:

In response to the Hourly Garage fire, Cotton Commercial USA, Inc. (Cotton) rented fencing and shoring equipment necessary for recovery efforts. This equipment will be necessary until the repair of the Hourly Garage is complete. Effective September 2025, Jacksonville Aviation Authority (JAA) assumes the monthly rental fees for the equipment and expects to pay these fees through August 2026.

Currently, ratification is needed for invoice 173942643 and invoice 174060863 for a total amount of \$8,300.90. JAA Risk Management anticipates ongoing rental fees to total approximately \$10,000.00 per month.

### RECOMMENDATION:

**Risk Management and Procurement request ratification and approval of costs from Sunbelt Rentals, Inc., for: (i) current invoiced amounts totaling \$8,300.90; and (ii) anticipated future invoices estimated at approximately \$120,000.00 for a potential not-to-exceed amount of \$128,300.90. Funds have been transferred to 00000.32181 for this incident.**

# SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Verification of Funding	
<b>Title:</b>	Ross Jones, Chief Financial Officer
<b>Signature:</b>	<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:**

Roger Studenski  
Risk and Safety Manager

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Signature and Date

**SUBMITTED FOR APPROVAL:**

Monica Frazier  
Contract Administrator

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Signature and Date

Kathleen Fisher  
Director of Procurement

---

Signature and Date

**SUBMITTED FOR APPROVAL:**

Ross Jones  
Chief Financial Officer

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Signature and Date

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

Meeting Date: September 22, 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: AC2025-09-05

**Airport Casualty Insurance Brokerage and COI Services**  
**Vendor: Arthur J. Gallagher Risk Management Services, Inc.**  
**(Cost: \$700,000.00 Funding: 31001.77720)**

## SUBMISSION FOR AWARDS COMMITTEE APPROVAL

**Subject/Awardee:** Airport Casualty Insurance Brokerage and  
COI Services/ Arthur J. Gallagher Risk  
Management Services, Inc. **Cost:** \$700,000.00

**Solicitation No:** RFP No. 21-33-26101

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

**On-Going Maintenance Cost:** N/A

**Funding Source:** 31001.77720

### Attached / Supporting Documents

**Exhibit "A"** – Approved Awards AC2021-09-02, AC2022-04-07, and AC2022-04-11

**Exhibit "B"** – Spend Analysis

### BACKGROUND:

Previously, the Jacksonville Aviation Authority (JAA) Awards Committee approved JAA Award No's AC2021-09-02, AC2022-04-07 and AC2022-04-11 to Arthur J. Gallagher Risk Management Services, Inc. for Airport Casualty Insurance Brokerage and Certificate of Insurance Tracking for JAA Airport System.

The current approved spend is approaching depletion. Therefore this request is to obtain approval to increase the spending authority with Arthur J. Gallager Risk Management Services, Inc. through contract expiration of September 30, 2026 in the amount of \$700,000.00.

### RECOMMENDATION:

**Risk Management recommends that JAA Award No. AC2021-09-02 to Arthur J. Gallagher Risk Management Services, Inc. for Airport Causality Insurance Brokerage Services be further amended to increase the funding by an additional \$700,000.00 through expiration of September 30, 2026, resulting in a new potential not-to-exceed amount of \$2,358,830.13.**

## SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Verification of Funding	
<b>Title:</b>	Ross Jones, Chief Financial Officer
<b>Signature:</b>	<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>

<b>ORIGINATED AND SUBMITTED FOR APPROVAL BY:</b>	
Roger Studenski Risk and Safety Manager	_____ Signature and Date
<b>SUBMITTED FOR APPROVAL:</b>	
Monica Frazier Contract Administrator	_____ Signature and Date
Kathleen Fisher Director of Procurement	_____ Signature and Date
<b>SUBMITTED FOR APPROVAL:</b>	
Ross Jones Chief Financial Officer	_____ Signature and Date

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

Meeting Date: September 22, 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 September 22, 2025

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## Noticed Agenda Item

**(Exhibits available upon request)**

**Item 6: AC2025-09-06**

**Taser 10 and Axon VR Purchase**

**Vendor: Axon Enterprise, Inc.**

**(Cost: \$183,861.00 Funding: 46104)**

**Sole Source Public Posting: September 9-30, 2025**



## SUBMISSION FOR AWARDS COMMITTEE APPROVAL

<b>Subject/Awardee:</b> Taser 10 and Axon VR Purchase/Axon Enterprise, Inc.	<b>Cost:</b> \$183,861.00
<b>Solicitation No:</b> Sole Source	<b>Budgeted, Transferred, or Contingency:</b> Budgeted
<b>On-Going Maintenance Cost:</b> N/A	<b>Funding Source:</b> 46104.77280

### Attached / Supporting Documents

**Exhibit "A"** – Sole Source Letter and Axon Enterprise, Inc. Quote  
**Exhibit "B"** – Sole Source Form and Public Notice Posting

### BACKGROUND:

The Jacksonville Aviation Authority (JAA) Police Department currently utilizes TASER equipment in its public safety efforts. The current TASER equipment was issued in October 2017, and it is recommended to replace the TASER equipment every 5 years. The upgraded Axon TASER 10 will allow the Police to not only replace equipment which has reached "end of life", but to upgrade to a more effective model. The new Taser 10 allows for immediate subsequent deployments, resulting in a more reliable application. This equipment is valuable in minimizing injury to officers, as well as people who resist arrest, thus minimizing liability to the agency.

As indicated by attached "Exhibit A," Procurement has identified Axon Enterprise, Inc. as the sole source provider of Axon brand products and Axon Evidence Digital Evidence Management Solutions. The TASER purchases will be made yearly over a period of 5 years, beginning on October 1, 2025. Over the 5-year period, JAA Police will obtain 35 TASER 10 bundles, which include items like cartridges, battery packs, docks and accessories, and the Axon VR full installation, for a total of \$183,861.00.

### RECOMMENDATION:

**The Jacksonville Aviation Authority Police Department recommends that JAA make a properly noticed sole-source award, pursuant to Section 3.09 of the Procurement Code, to Axon Enterprises, Inc., for the purchase of Axon brand TASER 10 bundles and the Axon VR, in a total potential not-to-exceed award amount of \$183,861.00 over a five-year term.**

## SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Verification of Funding	
<b>Title:</b>	Cindy Leavens, Director of Public Safety & Security
<b>Signature:</b>	<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:**

Marie Whitney  
Executive Assistant

Signature and Date

**SUBMITTED FOR APPROVAL:**

Meghan Miles  
Procurement Administrator

Signature and Date

Kathleen Fisher  
Director of Procurement

Signature and Date

**SUBMITTED FOR APPROVAL:**

Tony Cugno  
Chief Operating Officer

Signature and Date

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

Meeting Date: September 22, 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: AC2025-09-07

**Memberships and Federal Affairs Dues**

**Vendor: American Association of Airport Executives (AAAE)**

**(Cost: \$\$8,000.00 Funding: 11001.77250)**

**Piggyback Public Posting: September 9-16, 2025**

## SUBMISSION FOR AWARDS COMMITTEE APPROVAL

**Subject/Awardee:** Memberships and Federal Affairs Dues/  
American Association of Airport Executives (AAAE)

**Cost:** \$8,000.00

**Solicitation No:** Amendment

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

**On-Going Maintenance Cost:** N/A

**Funding Source:** 11001.77250

### Attached / Supporting Documents

**Exhibit "A"** – Approved Awards AC2020-12-04 and AC2021-09-01

**Exhibit "B"** – Updated Public Notice Postings

### BACKGROUND:

On December 14, 2020, the Jacksonville Aviation Authority (JAA) approved JAA Award No. AC2020-12-04 to American Association of Airport Executives (AAAE) for membership dues. On September 20, 2021, AC2021-09-01 was approved for an additional \$228,000.00 to include JAA's AAAE annual supplemental Federal Affairs membership dues and increase the annual membership dues amounts of this award through fiscal year 2025.

In fiscal year 2024, the amount of the annual membership increased to \$38,500.00. The costs have exceeded the approved spending authority from the previous award and require a ratification of \$8,000.00 to pay the FY25 supplemental invoice amount of \$18,000.00.

This award is exempt from competition pursuant to §2.05(A)(7) of JAA's Procurement Code.

### RECOMMENDATION:

**Executive Management recommends JAA Amended Award No. AC2020-12-04 to American Association of Airport Executives, for membership dues and supplemental Federal Affairs membership dues, be further amended to increase awarded funding by \$8,000.00, resulting in a new total potential not-to-exceed amount of \$236,000.00.**

# SUBMISSION FOR AWARDS COMMITTEE APPROVAL

<b>Verification of Funding</b>	
<b>Title:</b>	Melissa Marcha-Lee, Senior Executive Assistant to CEO
<b>Signature:</b>	

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

  

**SUBMITTED FOR APPROVAL:**

Samantha Smid  
Procurement Administrator

\_\_\_\_\_

Signature and Date

  

Kathleen Fisher  
Director of Procurement

\_\_\_\_\_

Signature and Date

  

**SUBMITTED FOR APPROVAL:**

Mark VanLoh  
Chief Executive Officer

\_\_\_\_\_

Signature and Date

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

Meeting Date: September 22, 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 September 22, 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 8: AC2025-09-08

**Baggage Handling Equipment & Accessories**

**Vendor: Transnorm Systems, Inc., d/b/a Honeywell**

**(Cost: \$165,065.00 Funding: 45143.77420 and 00000.17111)**

**Sole Source Public Posting: September 15 - October 3, 2025**

## SUBMISSION FOR AWARDS COMMITTEE APPROVAL

**Subject/Awardee:** Baggage Handling Equipment & Accessories / Transnorm Systems, Inc., d/b/a Honeywell

**Cost:** \$165,065.00

**Solicitation No:** Amendment

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

**On-Going Maintenance Cost:** N/A

**Funding Source:** 45143.77420 and 00000.17111

### Attached / Supporting Documents

**Exhibit "A"** – JAA Award AC2022-04-14

**Exhibit "B"** – Transnorm Quote, Sole Source/Proprietary Form, and Updated Public Notice Posting

### BACKGROUND:

The Jacksonville Aviation Authority's (JAA) Awards Committee approved JAA Award No. AC2022-04-14 to Transnorm System, Inc., d/b/a Honeywell for Baggage Handling Equipment & Accessories. Due to the equipment age, high-volume usage, and beyond end-of-life status with reduced parts support, the power curves and power merge assemblies of the Jacksonville International Airport's Baggage Handling System have required continuous maintenance. This results in increased labor and parts costs, as well as increased system down time.

The approved spending authority is approaching depletion. Engineering & Facilities anticipates increased demand for baggage handling services as passenger counts continue to increase. The need for highly reliable service with minimal interruptions is critical to our airline partners and for the overall passenger experience. As such, to alleviate risks inherent to aging equipment, Engineering & Facilities request permission to purchase replacement baggage handling equipment and accessories, which are proprietary to Transnorm System, Inc., d/b/a Honeywell as the original equipment manufacturer.

### RECOMMENDATION:

**Engineering & Facilities recommends JAA Award AC2022-04-14 to Transnorm System Inc., d/b/a Honeywell for the purchase of power curves, power merges and related accessories for the Baggage Handling System (BHS) at Jacksonville International Airport be amended to (i) increase funding by an additional \$165,065.00 for the purchase and replacement of JIA's BHS Northside power curves and power merges and (ii) an additional \$34,935.00 be added to the contract for any associated routine parts and assemblies that may be required for continuous BHS operations, resulting in a new potential not-to-exceed amount of \$500,000.00. Funds are budgeted within FY26 45143.77420 and 00000.17111.**

# SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Verification of Funding	
<b>Title:</b>	David Jones, VP of Engineering & Facilities
<b>Signature:</b>	<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:**

Amanda Pomeroy  
Facilities Administrator

---

Signature and Date

**SUBMITTED FOR APPROVAL:**

Samantha Smid  
Procurement Administrator

---

Signature and Date

Kathleen Fisher  
Director of Procurement

---

Signature and Date

**SUBMITTED FOR APPROVAL:**

Tony Cugno  
Chief Operating Officer

---

Signature and Date

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

Meeting Date: September 22, 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

September 22, 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: AC2025-09-09

**BHS Baggage High Speed Diverter Replacement Phase II**

**Vendor: Siemens Postal, Parcel & Airport Logistics, LLC**

**(Cost: \$198,654.35 Funding: 45143.77430)**

**Sole Source Public Posting: September 19 - October 9, 2025**

## SUBMISSION FOR AWARDS COMMITTEE APPROVAL

**Subject/Awardee:** BHS Baggage High Speed Diverter  
Replacement Phase II / Siemens Postal, Parcel & Airport Logistics,  
LLC

**Cost:** \$192,115.35

**Solicitation No:** Amendment

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

**On-Going Maintenance Cost:** On-going

**Funding Source:** 45143.77430

### Attached / Supporting Documents

**Exhibit "A"** – JAA Award AC2023-11-07

**Exhibit "B"** – Siemens Quote, Sole Source/Proprietary Form, and Updated Public Notice Posting

### BACKGROUND:

In November 2023, the Jacksonville Aviation Authority's (JAA) Awards Committee approved JAA Award No. AC2023-11-07 to Siemens, Postal, Parcel & Airport Logistics, LLC for the purchase and installation of two baggage high speed diverters at Jacksonville International Airport (JAX).

Engineering & Facilities is requesting approval to proceed with phase II of the replacement of two high speed diverters within JAX's Baggage Handling System. Given the age and condition of the diverters, Siemens Logistics LLC, the original equipment manufacturer, recommends these upgrades be completed to increase reliability while reducing overall maintenance costs.

This is the second phase of the lifecycle maintenance plan to replace currently installed baggage equipment.

### RECOMMENDATION:

**Engineering & Facilities recommend JAA Award No. AC2023-11-07 to Siemens Postal, Parcel & Airport Logistics, LLC for the purchase and installation of two baggage high speed diverters be amended to: (i) increase awarded funding by \$182,967.00, for phase II of the replacement of high speed diverters; and (ii) include an additional \$9,148.35 for any unforeseen costs, resulting in a new potential not-to-exceed amount of \$356,082.35. Funds will be budgeted within 45143.77430.**

## SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Verification of Funding	
<b>Title:</b>	David Jones, VP Of Engineering & Facilities
<b>Signature:</b>	<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:**

Amanda Pomeroy  
Facilities Administrator

Signature and Date

**SUBMITTED FOR APPROVAL:**

Samantha Smid  
Procurement Administrator

Signature and Date

Kathleen Fisher  
Director of Procurement

Signature and Date

**SUBMITTED FOR APPROVAL:**

Tony Cugno  
Chief Operating Officer

Signature and Date

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

Meeting Date: September 22, 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

September 22, 2025

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## Noticed Agenda Item

(Exhibits available upon request)

Item 10: AC2025-09-10

**Landscape and Grounds Maintenance Equipment**

**Vendor: The Toro Company (authorized agent Wesco Turf, Inc.)**

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

**Piggyback Public Posting: September 15-22, 2025**

# SUBMISSION FOR AWARDS COMMITTEE APPROVAL

<b>Subject/Awardee:</b> Landscape and Grounds Maintenance Equipment / The Toro Company (authorized agent Wesco Turf, Inc.)	<b>Cost:</b> \$500,000.00
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<b>Solicitation No:</b> Piggyback	<b>Budgeted, Transferred, or Contingency:</b> Budgeted
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<b>On-Going Maintenance Cost:</b> N/A	<b>Funding Source:</b> Various
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## Attached / Supporting Documents

**Exhibit "A"** – Sourcewell Contract No. 112624-TTC

**Exhibit "B"** – FY26 Quotes and Public Notice Posting

### BACKGROUND:

The Jacksonville Aviation Authority (JAA) currently conducts landscape maintenance throughout the JAA Airport System and uses a variety of equipment in its maintenance program. This equipment is used to both maintain the airfields and commonly landscaped areas, and to keep the customer experience at a premium level. Multiple units of various equipment have been identified as having reached the end of life (16+ years) and are in need of replacement, with more units expecting to reach end of life in the next few years.

To ensure the organization has access to the landscape and grounds maintenance equipment it needs, and pursuant to Sections 2.05(A)(12) and/or 3.08 of JAA's Procurement Code, Procurement has reviewed Sourcewell Contract No. 112624-TTC, which offers current and favorable pricing for the products contemplated herein. This contract includes a variety of equipment, including mowers, yard tools, utility vehicles (UTV), groomers, compact utility loaders, compact tractors, and commercial irrigation products.

As such, Procurement is of the opinion that it is in JAA's best interest to utilize the Sourcewell Contract, which was competitively awarded to The Toro Company through January 29, 2029, with three potential one-year renewals. The Toro Company's local dealer under this contract is Wesco Turf, Inc. (Exhibit "A"), which will provide discounted pricing quotes to JAA. Based on the provided quotes for various FY26 purchases (Exhibit "B"), and including anticipated costs over the next five years, Engineering & Facilities is requesting \$500,000.00 to be utilized by various departments within the organization for the purchase of "as needed" future landscape and grounds maintenance equipment. The five-year maximum usage of this piggyback would expire September 30, 2030, at which time additional market research and a new five-year award will be required.

### RECOMMENDATION:

**Engineering & Facilities recommends JAA make a properly noticed award to The Toro Company, through its authorized agent, Wesco Turf, Inc., utilizing Sourcewell Cooperative Contract No. 112624-TTC, pursuant to Sections 2.05(A)(12) and/or 3.08 of JAA's Procurement Code, for Landscape and Grounds Maintenance Equipment, through January 29, 2029, and any exercised renewals, for a maximum five-year term, in a not-to exceed amount of \$500,000.00.**

## SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Verification of Funding	
<b>Title:</b>	Various
<b>Signature:</b>	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:**

Robert W. Speight  
Sr. Mgr, Airside Facilities

\_\_\_\_\_

Signature and Date

**SUBMITTED FOR APPROVAL:**

Samantha Smid  
Procurement Administrator

\_\_\_\_\_

Signature and Date

Kathleen Fisher  
Director of Procurement

\_\_\_\_\_

Signature and Date

**SUBMITTED FOR APPROVAL:**

Tony Cugno  
Chief Operating Officer

\_\_\_\_\_

Signature and Date

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

Meeting Date: September 22, 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

September 22, 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: AC2025-09-11

**Agricultural Tractor**

**Vendor: AGCO Corporation (authorized agent Ring Power Corporation)**

**(Cost: \$162,178 Funding: J2026-12 LG Cap )**

**Piggyback Public Posting: September 15-22, 2025**

# SUBMISSION FOR AWARDS COMMITTEE APPROVAL

<b>Subject/Awardee:</b> Agricultural Tractor / AGCO Corporation (authorized agent Ring Power Corporation)		<b>Cost:</b> \$162,178.00
<b>Solicitation No:</b> Piggyback	<b>Budgeted, Transferred, or Contingency:</b>	Budgeted
<b>On-Going Maintenance Cost:</b> \$1,000.00/yr.	<b>Funding Source:</b>	J2026-12 LG Cap

## Attached / Supporting Documents

**Exhibit "A"** – Quote from Ring Power Corporation  
**Exhibit "B"** – Sourcewell Contract #082923-AGCO and Public Notice Posting

### BACKGROUND:

Engineering & Facilities desire to purchase one (1) new 2026 Massey Ferguson 7S.155 Agricultural Cab Tractor. The 2005 Massey Ferguson Tractor being replaced has been assigned Jacksonville Aviation Authority (JAA) Asset No. 50580 and will be sold at auction. JAA's Fleet Manager has reviewed these purchases and has established an estimated annual preventative maintenance cost for an initial five-year period totaling \$1,000.00 per piece of equipment.

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 equipment by utilizing Sourcewell Contract No. 082923-AGCO, which was competitively awarded to AGCO Corporation through January 29, 2029. The AGCO Corporation's local dealer under this contract is Ring Power Corporation (Exhibit "A"), which will provide discounted pricing quotes to JAA.

### RECOMMENDATION:

**Engineering & Facilities recommends JAA make a properly noticed award to AGCO Corporation, through its authorized agent, Ring Power Corporation, pursuant to Sections 2.05(A)(12) and/or 3.08 of JAA's Procurement Code, utilizing Sourcewell Cooperative Contract No. 082923-AGCO, for the purchase of one (1) new 2026 Massey Ferguson 7S.155 Agricultural Cab Tractor, in a not-to-exceed amount of \$162,178.00. Funding for this purchase is within Cost Center 45133 FY 26 Large Capital.**



# SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Verification of Funding	
<b>Title:</b>	Ashley Shorter, Sr. Manager Aviation Planning & Development
<b>Signature:</b>	

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:**

Robert W. Speight  
Sr. Mgr, Airside Facilities

\_\_\_\_\_

Signature and Date

**SUBMITTED FOR APPROVAL:**

Samantha Smid  
Procurement Administrator

\_\_\_\_\_

Signature and Date

Kathleen Fisher  
Director of Procurement

\_\_\_\_\_

Signature and Date

**SUBMITTED FOR APPROVAL:**

Tony Cugno  
Chief Operating Officer

\_\_\_\_\_

Signature and Date

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

Meeting Date: September 22, 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

September 22, 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: AC2025-09-12**

**Three Shuttle Buses for Parking Operations**

**Vendor: Nations Bus Corp .**

**(Cost: \$450,000.00 Funding: J2026-06 Large Cap)**

**Piggyback Public Posting: September 11-18, 2025**

# SUBMISSION FOR AWARDS COMMITTEE APPROVAL

<b>Subject/Awardee:</b> Three Shuttle Buses for Parking Operations/ Nations Bus Corp		<b>Cost:</b> \$450,000.00
<b>Solicitation No:</b> Piggyback	<b>Budgeted, Transferred, or Contingency:</b>	Budgeted
<b>On-Going Maintenance Cost:</b> \$1,500.00/yr. per equipment	<b>Funding Source:</b>	J2026-06 Large Cap

## Attached / Supporting Documents

**Exhibit "A"** – Nations Bus Sales Quote, Product Specs, & Vehicle Request Form  
**Exhibit "B"** – FDOT Contract No. TRIPS-22-CA-MB-LF-NBC and Public Notice Posting

### BACKGROUND:

The Jacksonville Aviation Authority (JAA) has 19 buses that currently operate at the four parking facilities of Jacksonville International Airport: Daily Surface; Economy 1; Economy 2; and Economy 3 / Employee Parking Lot. The JAA is responsible for the maintenance, repair, and fuel costs incurred in operating these buses, which are required 24 hours a day, seven days a week to transport passengers between the terminal and the four parking facilities.

JAA is in the process of decommissioning and replacing three (3) of its buses due to high maintenance cost and end of life cycle.

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 three ADA 12-Passenger shuttle buses (with two wheelchair positions) at a cost of \$404,355.00 by utilizing FDOT Contract No. TRIPS-22-CA-MB-LF-NBC, which offers current and favorable pricing for the services contemplated herein, and was competitively awarded to Nations Bus Corp. JAA's Ground Transportation and Fleet Manager are in agreement with this request.

### RECOMMENDATION:

**Engineering & Facilities and Business Development recommends JAA make a properly noticed award to Nations Bus Corp, pursuant to Sections 2.05(A)(12) and/or 3.08 of JAA's Procurement Code, utilizing FDOT Contract No. TRIPS-22-CA-MB-LF-NBC to purchase three ADA shuttle buses, for \$383,763.00, plus a \$66,237.00 to wrap the buses and any unforeseen contingency, representing a total potential not-to-exceed amount of \$450,000.00. Funds for this are budgeted within Large Cap J2026-06.**

# SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Verification of Funding	
<b>Title:</b>	Ashley Shorter, Sr. Manager Aviation Planning & Development
<b>Signature:</b>	

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*).

<b>ORIGINATED AND SUBMITTED FOR APPROVAL BY:</b>	
Robert W. Speight Sr. Mgr, Airside Facilities	_____ Signature and Date
<b>SUBMITTED FOR APPROVAL:</b>	
Samantha Smid Procurement Administrator	_____ Signature and Date
Kathleen Fisher Director of Procurement	_____ Signature and Date
<b>SUBMITTED FOR APPROVAL:</b>	
Tony Cugno Chief Operating Officer	_____ Signature and Date

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

Meeting Date: September 22, 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

September 22, 2025

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## Noticed Agenda Item

(Exhibits available upon request)

**Item 13: AC2025-09-13**

**Purchase of Ground Penetrating Radar Equipment**

**Vendor: Green Equipment Company**

**(Cost: \$28,876.13 Funding: 45133 FY 26 Small Cap)**

**Piggyback Public Posting: September 16 – October 4, 2025**

## SUBMISSION FOR AWARDS COMMITTEE APPROVAL

<b>Subject/Awardee:</b> Purchase of Ground Penetrating Radar Equipment / Green Equipment Company	<b>Cost:</b> \$28,876.13
<b>Solicitation No:</b> Piggyback	<b>Budgeted, Transferred, or Contingency:</b> Budgeted
<b>On-Going Maintenance Cost:</b> N/A	<b>Funding Source:</b> 45133 FY 26 Small Cap

### Attached / Supporting Documents

**Exhibit "A"** – Quotation from Green Equipment Company  
**Exhibit "B"** – Sole Source Form and Public Notice Posting

### BACKGROUND:

The Jacksonville Aviation Authority's (JAA) Engineering & Facilities Department desires to purchase a new Ground Penetrating Radar (GPR) to support the JAA Electrical Department in locating underground lines and mapping out the right of ways, thus reducing the potential of severing underground utilities and improving efficiency throughout the JAA Airport System by enabling JAA staff to perform this work.

### RECOMMENDATION:

**Engineering & Facilities recommends JAA make a properly noticed sole-source award, pursuant to Section 3.09 of the Procurement Code, to Green Equipment Company, for the purchase of a new Ground Penetrating Radar, in a total potential not-to-exceed award amount of \$28,876.13. JAA reserves the right to make similar purchases from other vendors when it is in its best interest to do so. Funding for this purchase is within Cost Center 45133 FY 26 Small Cap.**

## SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Verification of Funding	
<b>Title:</b>	Ashley Shorter, Sr. Manager Aviation Planning & Development
<b>Signature:</b>	

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:**

Robert W. Speight  
Sr. Mgr, Airside Facilities

\_\_\_\_\_

Signature and Date

**SUBMITTED FOR APPROVAL:**

Samantha Smid  
Procurement Administrator

\_\_\_\_\_

Signature and Date

Kathleen Fisher  
Director of Procurement

\_\_\_\_\_

Signature and Date

**SUBMITTED FOR APPROVAL:**

Tony Cugno  
Chief Operating Officer

\_\_\_\_\_

Signature and Date

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

Meeting Date: September 22, 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

September 22, 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 14: AC2025-09-14

**Landscaping Maintenance Services, Area No. 2- Airport Road**

**Vendor: Lawn Crafters, LLC**

**(Cost: \$139,100.00 Funding: 45133.77280)**



## SUBMISSION FOR AWARDS COMMITTEE APPROVAL

<b>Subject/Awardee:</b> Landscaping Maintenance Services, Area No. 2- Airport Road/ Lawn Crafters, LLC	<b>Cost:</b> \$139,100.00
<b>Solicitation No:</b> ITB No. 25-31-45133	<b>Budgeted, Transferred, Budgeted or Contingency:</b>
<b>On-Going Maintenance Cost:</b> N/A	<b>Funding Source:</b> 45133.77280

### Attached / Supporting Documents

**Exhibit "A"** – Scope of Services, Bid Tabulation, and SPIS  
**Exhibit "B"** – Lawn Crafters, LLC Bid Form

### BACKGROUND:

Engineering & Facilities utilizes landscape services to cover Landscape Area No. 2 at Airport Road. Landscape Area No. 2 covers the area 200 feet east of the Jacksonville International Airport (JAX) entrance sign to the intersection west of I-95 on Airport Road. The landscape services required for this area include without limitation: mowing, edging, chemical weed treatments, trimming, thatching, fertilization, debris cleanout, removal and disposal.

On July 21, 2025, Procurement issued ITB No. 25-31-45133, Landscaping Maintenance Services, Area No. 2 – Airport Road. Procurement conducted the bid opening on August 15, 2025 and received two responsive and qualified bids.

Number	Company	3 Year Total Cost
1	Lawn Crafters, LLC	\$139,100.00
2	Freedom Landscape & Lawn Maintenance, Inc.	\$160,151.15

### RECOMMENDATION:

**Engineering & Facilities recommends an award be made to Lawn Crafters, LLC the responsive and responsible bidder for ITB No. 25-31-45133, Landscape Services at JIA Landscape Area 2 – Airport Road in a three-year total not-to-exceed amount of \$139,100.00, based upon contractor performance and the availability of funds. Funding is budgeted within 45133.77280.**

# SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Verification of Funding	
<b>Title:</b>	David Jones, Vice President of Engineering and Facilities
<b>Signature:</b>	

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:**

Robert W. Speight  
Sr. Mgr, Airside Facilities

\_\_\_\_\_

Signature and Date

**SUBMITTED FOR APPROVAL:**

Meghan Miles  
Procurement Administrator

\_\_\_\_\_

Signature and Date

Kathleen Fisher  
Director of Procurement

\_\_\_\_\_

Signature and Date

**SUBMITTED FOR APPROVAL:**

Tony Cugno  
Chief Operating Officer

\_\_\_\_\_

Signature and Date

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

Meeting Date: September 22, 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 September 22, 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 15: AC2025-09-15**

**Water Based Fire Protection System Testing, Inspections, Maintenance and  
Repair Services**

**Vendor: Fire Sprinkler Services FL, LLC**

**(Cost: \$500,000.00 Funding: 44202.77280 / 44402.77280)**

**Piggyback Public Posting: September 10-17, 2025**

# SUBMISSION FOR AWARDS COMMITTEE APPROVAL

<b>Subject/Awardee:</b> Water Based Fire Protection System Testing, Inspections, Maintenance and Repair Services/ Fire Sprinkler Services FL, LLC		<b>Cost:</b> \$500,000.00
<b>Solicitation No:</b> Piggyback	<b>Budgeted, Transferred, or Contingency:</b>	Budgeted
<b>On-Going Maintenance Cost:</b> N/A	<b>Funding Source:</b>	44202.77280 44402.77280

## Attached / Supporting Documents

**Exhibit "A"** – Florida Department of Management Services Contract No. 24/25-250 and Fire Sprinkler Services FL, LLC Quote

**Exhibit "B"** – Public Notice Posting

### BACKGROUND:

Cecil Airport and Spaceport and Herlong Recreational Airport (Airports) have a continuing need for fire suppression maintenance and repair services for multiple buildings, hangars, and pump houses.

Pursuant to Sections 2.05(A)(12) and/or 3.08 of JAA's Procurement Code, Procurement reviewed Florida Department of Management Services Contract No. 24/25-250, awarded to Fire Sprinkler Services, FL, LLC, for water-based fire protection system testing, inspections, maintenance and repair services, which meets the needs of the Airports at competitive rates. The contract is active through June 30, 2030.

Scheduled maintenance services through contract expiration total \$477,417.50 for all serviced areas at the Airports. Procurement is requesting a total award amount not-to-exceed \$500,000.00 to be utilized for potential system testing, inspections, maintenance and repair services at the Airports through contract expiration.

### RECOMMENDATION:

**Procurement recommends JAA make a properly noticed award to Fire Sprinkler Services FL, LLC, utilizing Florida Department of Management Services Contract No. 24/25-250, pursuant to Sections 2.05(A)(12) and/or 3.08 of JAA's Procurement Code, for water-based fire protection system testing, inspections, maintenance and repair services, through June 30, 2030, in a not-to-exceed amount of \$500,000.00.**

# SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Verification of Funding	
<b>Title:</b>	Various Funding
<b>Signature:</b>	N/A

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

**ORIGINATED AND SUBMITTED FOR APPROVAL BY:**

  

Meghan Miles  
Procurement Administrator

Signature and Date

**SUBMITTED FOR APPROVAL:**

  

Kathleen Fisher  
Director of Procurement

Signature and Date

**SUBMITTED FOR APPROVAL:**

  

Devin Reed  
Chief Compliance Officer

Signature and Date

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

Meeting Date: September 22, 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

September 22, 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 16: AC2025-09-16**

**MRO Supplies, Industrial Supplies and Related Products and Services**

**Vendor: Home Depot Credit Services**

**(Cost: \$61,289.05 Funding: Various)**

**Piggyback Public Posting: September 16-23, 2025**

## SUBMISSION FOR AWARDS COMMITTEE APPROVAL

**Subject/Awardee:** MRO Supplies, Industrial Supplies and Related Products and Services / Home Depot Credit Services **Cost:** \$61,289.05

**Solicitation No:** Ratification / Amendment

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

**On-Going Maintenance Cost:** N/A

**Funding Source:** Various

### Attached / Supporting Documents

**Exhibit "A"** – AC2022-04-12

**Exhibit "B"** – Spend Analysis and Updated Public Notice Posting

### BACKGROUND:

The Jacksonville Aviation Authority's (JAA) Awards Committee approved JAA Award No. AC2022-04-12 to Home Depot Credit Services for maintenance, repair and operating (MRO) supplies, industrial supplies and related products and services for use throughout its Airport System. JAA makes purchases for MRO supplies, industrial supplies and related products and services on an as-needed basis.

The funds approved on AC2022-04-12 are depleted and a ratification in the amount of \$1,289.05 is required. Therefore, this request is to obtain approval to increase the spending authority with Home Depot Credit Services for the ratification and request an additional \$60,000.00 for MRO supplies, industrial and related products and services through the contract expiration of December 31, 2026.

### RECOMMENDATION:

**Procurement recommends that JAA Award No. AC2022-04-12 to Home Depot Credit Services for maintenance, repair and operating supplies, industrial supplies and related products and services, be amended to: (i) ratify the spend amount of \$1,289.05; and (ii) increase the awarded funding by an additional \$60,000.00, which is necessary to sustain operations through contract expiration of December 31, 2026, resulting in a new total potential not-to-exceed amount of \$206,288.05.**

# SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Verification of Funding	
<b>Title:</b>	Various Funding
<b>Signature:</b>	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:**

  

Kathleen Fisher  
Director of Procurement

Signature and Date

  

**SUBMITTED FOR APPROVAL:**

  

Devin Reed  
Chief Compliance Officer

Signature and Date

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

Meeting Date: September 22, 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

September 22, 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 17: AC2025-09-17

**Facility Maintenance Services  
Vendor: Warden Construction  
(Cost: \$140,000.00 Funding: Various)**

## SUBMISSION FOR AWARDS COMMITTEE APPROVAL

**Subject/Awardee:** Facility Maintenance Services / Warden Construction **Cost:** \$140,000.00

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

**On-Going Maintenance Cost:** **Funding Source:** Various

### Attached / Supporting Documents

**Exhibit "A"** – JAA Award Nos. AC2020-05-03, AC2022-02-11, AC2022-11-03, AC2025-01-11

### BACKGROUND:

The Jacksonville Aviation Authority's (JAA) Awards Committee approved JAA Award Nos. AC2020-05-03, AC2022-02-11, AC2022-11-03, and AC2025-01-11 to Warden Construction for facility maintenance services. Warden Construction provides facility maintenance service throughout the JAA Airport System on an as-needed basis.

JAA Award AC2025-01-11 increased the spending authority with Warden Construction through the June 14, 2025 expiration. Subsequently, the contract with Warden Construction was extended on a month-to-month basis, with no increase to the hourly rates and fees, through December 14, 2025, or until JAA awards a new contract for services, whichever is earlier. The approved spending authority with Warden Construction is approaching depletion. Therefore, this request is to obtain approval to increase the spending authority with Warden Construction through the contract expiration of December 14, 2025, in the amount of \$140,000.00.

### RECOMMENDATION:

**Procurement recommends JAA Award No. AC2020-05-03, awarded to Warden Construction for facility maintenance services, be further amended to increase the funding by an additional \$140,000.00 which is necessary to sustain operations through expiration of December 14, 2025, resulting in a new potential total not-to-exceed amount of \$1,740,000.00.**

## SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Verification of Funding	
<b>Title:</b>	Various
<b>Signature:</b>	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:**

Kathleen Fisher  
Director of Procurement

Signature and Date

**SUBMITTED FOR APPROVAL:**

Devin Reed  
Chief Compliance Officer

Signature and Date

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

Meeting Date: September 22, 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 September 22, 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 18: AC2025-09-18

Public and Media Relations Agency of Record  
Vendor: Tucker/Hall, Inc.  
(Cost: \$40,871.04 Funding: 25001-77230)

## SUBMISSION FOR AWARDS COMMITTEE APPROVAL

<b>Subject/Awardee:</b> Public and Media Relations Agency of Record / Tucker/Hall, Inc.	<b>Cost:</b> \$40,841.04
<b>Solicitation No:</b> Amendment	<b>Budgeted, Transferred, or Contingency:</b> Budgeted
<b>On-Going Maintenance Cost:</b> N/A	<b>Funding Source:</b> 25001-77230

### Attached / Supporting Documents

**Exhibit "A"** – JAA Award AC2020-10-01

### BACKGROUND:

The Jacksonville Aviation Authority's (JAA) Awards Committee approved JAA Award AC2020-10-01 to Tucker Hall for public and media relations agency of record services through September 30, 2025.

Subsequently, the contract with Tucker Hall was extended on a month-to-month basis, with no increase to the current monthly compensation, through March 31, 2026, or until JAA awards a new contract for services, whichever is earlier. The approved spending authority with Tucker Hall is approaching depletion. Therefore, this request is to obtain approval to increase the spending authority with Tucker Hall for six months in the monthly amount of \$6,806.84.

### RECOMMENDATION:

**Procurement recommends JAA Award No. AC2020-10-01, awarded to Tucker Hall for public and media relations agency of record services be amended to increase the funding by an additional \$40,841.04 which is necessary to sustain operations through expiration of March 31, 2026, resulting in a new total potential not-to-exceed amount of \$412,163.04.**

# SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Verification of Funding	
<b>Title:</b>	Michael Stewart, VP External Affairs
<b>Signature:</b>	

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:**

  

Kathleen Fisher  
Director of Procurement

\_\_\_\_\_

Signature and Date

  

**SUBMITTED FOR APPROVAL:**

  

Devin Reed  
Chief Compliance Officer

\_\_\_\_\_

Signature and Date

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

Meeting Date: September 22, 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*):