



JACKSONVILLE AVIATION AUTHORITY
AWARDS COMMITTEE MEETING AGENDA
FEBRUARY 22, 2021

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 AM. in the 2nd Floor Fish Bowl Conference Room of JAA's Administration Building, which is located at 14201 Pecan Park Road, Jacksonville, Florida 32218. The following represents an agenda of the items requiring action, recommendations and/or votes of JAA's Awards Committee and, pursuant to § 286.011(2), Florida Statutes, minutes of this meeting will be made available upon request. ***The vendors referenced in the award submissions below have been verified against the Excluded Parties List System maintained by the General Services Administration at <https://www.sam.gov/portal/public/SAM/>.***

**** Teleconference Phone Number 1-408-418-9388, Access Code: 132 371 3825***
****Please note this meeting is held in accordance with Governor's Order #20-69.***

Noticed Agenda Item

(Exhibits available upon request)

Item 1: AC2021-02-01

Custodial Staff Augmentation, Amendment
Vendor: Florida Cleaning Systems, Inc.
(Cost: \$87,091.20 Funding: 45523.77280)



AC2021-02-01

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Subject/Awardee: Custodial Department - Staff Augmentation / Florida Cleaning Systems Inc.	Cost: \$87,091.20
Solicitation No: Amendment	Budgeted, Transferred, or Contingency: Transferred
On-Going Maintenance Cost: N/A	Funding Source: 45523.77280

Attached / Supporting Documents

Exhibit "A" – Approved AC2020-09-04
Exhibit "B" – Approved Budget Transfers to Cost Center 45523 and Public Posting Notice

BACKGROUND:

On September 21, 2020, the Jacksonville Aviation Authority's (JAA) Awards Committee approved Award No. AC2020-09-04 to Florida Cleaning Systems for custodial department staff augmentation services at the Jacksonville International Airport (JIA). The original award authorized supplemental custodial staff services through March 2021 in a total not-to-exceed amount of \$75,000.00, in addition to the informal award of services of \$25,000.00, for a final not-to-exceed amount of \$100,000.00.

Because of costs directly associated with additional staff necessary for more frequent cleaning and disinfecting requirements, staff augmentation services for the remainder of the fiscal year will exceed the current authorized not-to-exceed amount. As such, Facilities requests authorization to increase the total award amount by \$87,091.20 to cover the costs associated with supplemental custodial staff services

RECOMMENDATION:

Facilities recommends JAA Award No. AC2020-09-04, which was awarded to Florida Cleaning Systems, Inc. for custodial staff augmentation services, be amended to: (i) continue services through September 2021; and (ii) include an additional \$87,091.20, for a new total not-to-exceed amount of \$187,091.20. Budget transfers have been processed and funds are available within cost center 45523.77280.



AC2021-02-01

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

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

I have verified that, as of **2/3/2021** there are budgeted funds in the above-referenced funding source that are sufficient to cover the amount of this award submission (*directors or their designees may verify funding; however, verification of an award submission that is unbudgeted or that requires transferred or contingency funding must also attach approved documentation evidencing the same*).

ORIGINATED BY:	Signed by: Kira Zander Signed at: 2021-02-19 11:53:01 +00:00 Reason: Witnessing Kira Zander
Kira Zander Facilities Administrator	<i>Kira Zander</i>
SUBMITTED FOR APPROVAL BY:	Signature and Date
David Jones Director Engineering and Facilities	Signed by: David Jones Signed at: 2021-02-18 19:48:46 +00:00 Reason: Witnessing David Jones <i>David Jones</i>
PROCUREMENT REVIEW:	Signature and Date
Buyer: Monica Frazier	Signed by: Monica Frazier Signed at: 2021-02-19 14:00:56 +00:00 Reason: Witnessing Monica Frazier <i>Monica Frazier</i>
Devin Reed Chief Legal Officer	Signature and Date
SUBMITTED FOR APPROVAL:	Signed by: Devin Reed Signed at: 2021-02-19 14:24:17 +00:00 Reason: Witnessing Devin Reed <i>DR</i>
Anthony Cugno Chief Operating Officer	Signature and Date
	Signature and Date

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

Meeting Date: 02/22/2021 _____
Recording Secretary

CEO APPROVAL:
Mark VanLoh
Chief Executive Officer

Signature and Date

CONDITIONS OF APPROVAL, IF ANY: IF OVER \$325,000.00 BOARD APPROVAL OR RATIFICATION MUST BE MADE PURSUANT TO (HB-915):



JACKSONVILLE AVIATION AUTHORITY
AWARDS COMMITTEE MEETING AGENDA
FEBRUARY 22, 2021

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Noticed Agenda Item

(Exhibits available upon request)

Item 2: AC2020-02-02

Dry Carpet and Upholstery Cleaning Services at JIA
Vendor: Cubix, Inc
(Cost: \$280,679.95 Funding: 45523.77420)
Piggy-Back, Posted



AC2021-02-02

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Subject/Awardee: Dry Carpet and Upholstery Cleaning Services at JIA / Cubix, Inc.		Cost: \$280,679.95
Solicitation No: Piggy-Back	Budgeted, Transferred, or Contingency: Budgeted	
On-Going Maintenance Cost: N/A	Funding Source: 45523.77420	
Attached / Supporting Documents		
Exhibit "A" – Formal Public Notice and Cubix Inc. Pricing and Scope		
Exhibit "B" – JTA Executed Contract, RFP No. P-20-006 Carpet Cleaning Services		
Exhibit "C" – Milliken Approved Dealer Letter for Cubix Inc.		

BACKGROUND:

On February 27, 2017, the Jacksonville Aviation Authority’s (JAA) Awards Committee approved Award No. AC2017-02-03 for dry carpet cleaning services at the Jacksonville International Airport (JIA). JAA utilized National Joint Powers Alliance (NJPA) Contract No. 121715-MAC, competitively awarded to Milliken and Company. Services have been provided by Cubix, Inc., a State of Florida certified Milliken carpet services dealer, on behalf of Milliken and Company. This contract expired on February 16, 2021.

To avoid a disruption in services, Facilities requests authorization to utilize Jacksonville Transportation Authority (JTA) Contract No. P-20-006 for Carpet Cleaning Services, competitively awarded to Cubix, Inc., to provide Millicare dry carpet cleaning services at JIA. The service locations and proposed annual costs can be summarized as follows:

1. Administration Building, ARFF Firehouse and FAA Sector Building: **\$11,170.05**
2. Jacksonville International Airport Terminal Building: **\$34,965.94**

An additional \$10,000.00 is requested for each year of the contract to cover costs associated with upholstery and extra required cleanings in high traffic areas throughout the airport. The additional funds will increase the annual total award amount to \$56,135.99.

Initial Year	Option Year 1	Option Year 2	Option Year 3	Option Year 4
\$46,135.99 + \$10K for extra cleanings	\$46,135.99 + \$10K for extra cleanings	\$46,135.99 + \$10K for extra cleanings	\$46,135.99 + \$10K for extra cleanings	\$46,135.99 + \$10K for extra cleanings

RECOMMENDATION:

Engineering and Facilities recommends JAA utilize JTA Contract No. P-20-006 and make a properly noticed award to Cubix, Inc., in an annual not-to-exceed amount of \$56,135.99, for dry carpet cleaning services of facilities at the Jacksonville International Airport. It is also recommended that JAA reserve the right to renew this award through June 9, 2025, pursuant to the aforementioned JTA contract, resulting in a five-year total potential award of \$280,679.95. Funds for this service are budgeted within cost center 45523.77420.



AC2021-02-02

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

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

I have verified that, as of **2/8/2021** there are budgeted funds in the above-referenced funding source that are sufficient to cover the amount of this award submission (*directors or their designees may verify funding; however, verification of an award submission that is unbudgeted or that requires transferred or contingency funding must also attach approved documentation evidencing the same*).

<p>ORIGINATED BY: Kira Zander Facilities Administrator</p>	<p>Signed by: Kira Zander Signed at: 2021-02-18 18:54:03 +00:00 Reason: Witnessing Kira Zander</p> <p><i>Kira Zander</i> </p> <p>Signature and Date</p>
<p>SUBMITTED FOR APPROVAL BY: David Jones Director Engineering and Facilities</p>	<p>Signed by: David Jones Signed at: 2021-02-19 13:36:23 +00:00 Reason: Witnessing David Jones</p> <p><i>David Jones</i> </p> <p>Signature and Date</p>
<p>PROCUREMENT REVIEW: Buyer: Monica Frazier</p>	<p>Signed by: Monica Frazier Signed at: 2021-02-19 14:03:32 +00:00 Reason: Witnessing Monica Frazier</p> <p><i>Monica Frazier</i></p> <p>Signature and Date</p>
<p>Devin Reed Chief Legal Officer</p>	<p>Signed by: Devin Reed Signed at: 2021-02-19 14:25:51 +00:00 Reason: Witnessing Devin Reed</p> <p><i>Devin Reed</i> </p> <p>Signature and Date</p>
<p>SUBMITTED FOR APPROVAL: Anthony Cugno Chief Operating Officer</p>	<p>Signed by: Tony Cugno Signed at: 2021-02-19 15:04:42 +00:00 Reason: Witnessing Tony Cugno</p> <p><i>Tony Cugno</i> </p> <p>Signature and Date</p>

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

Meeting Date: 02/22/2021 _____

Recording Secretary _____

CEO APPROVAL:
Mark VanLoh
Chief Executive Officer

Signature and Date _____

CONDITIONS OF APPROVAL, IF ANY: IF OVER \$325,000.00 BOARD APPROVAL OR RATIFICATION MUST BE MADE PURSUANT TO (HB-915):



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Noticed Agenda Item

(Exhibits available upon request)

Item 3: AC2020-02-03

Baggage Carousel Replacement Hardware Parts
Vendor: Unified Supply
(Cost: \$250,000.00 Funding: 45143.77410/77430)
Piggy-Back, Posted



AC2021-02-03

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Subject/Awardee: Baggage Carousel Replacement Hardware Parts / Unified Supply		Cost: \$250,000.00
Solicitation No: Piggy-Back	Budgeted, Transferred, or Contingency:	Budgeted
On-Going Maintenance Cost: N/A	Funding Source:	45143.77410/77430
Attached / Supporting Documents		
Exhibit "A" – Broward County Award Letter to Unified Supply Exhibit "B" – Formal Public Posting Notice		

BACKGROUND:

For the past two years, the Jacksonville Aviation Authority’s (JAA) Hold-Baggage Screening (HBS) Unit has utilized a contract with Unified Supply for the purchase of baggage carousel, baggage makeup and other related component parts for the belt system at the Jacksonville International Airport (JIA). The current contract is set to expire on February 28, 2021.

To avoid an interruption in belt system maintenance and repairs necessary to remain compliant with JAA directives, Facilities requests authorization to enter into a new contract with Unified Supply, utilizing competitively awarded Broward County Contract No. OPN2118676B1, for baggage carousel replacement hardware parts. The new contract term will be March 1, 2021 to October 25, 2022, with a not-to-exceed amount of \$250,000.00, based upon historic spend data.

RECOMMENDATION:

Facilities recommends a properly noticed award be made to Unified Supply, utilizing Broward County Contract No. OPN211867B1 pursuant to Sec. 3.08 of JAA’s Procurement Code, for baggage carousel replacement hardware parts, in total not-to-exceed amount of \$250,000.00 through October 25, 2022, in accordance with the terms and conditions of the aforementioned contract. Funds are available within cost center 45143 for equipment repair and maintenance and planned projects expense accounts 77410 and 77430.



AC2021-02-03

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

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

I have verified that, as of **2/2/2021** there are budgeted funds in the above-referenced funding source that are sufficient to cover the amount of this award submission (*directors or their designees may verify funding; however, verification of an award submission that is unbudgeted or that requires transferred or contingency funding must also attach approved documentation evidencing the same*).

<p>ORIGINATED BY:</p> <p>Kira Zander Facilities Administrator</p>	<p>Signed by: Kira Zander Signed at: 2021-02-19 13:41:12 +00:00 Reason: Witnessing Kira Zander</p> <p><i>Kira Zander</i> </p>
<p>SUBMITTED FOR APPROVAL BY:</p> <p>David Jones Director Engineering and Facilities</p>	<p>Signed by: David Jones Signed at: 2021-02-19 13:35:32 +00:00 Reason: Witnessing David Jones</p> <p><i>David Jones</i> </p>
<p>PROCUREMENT REVIEW:</p> <p>Buyer: Monica Frazier</p>	<p>Signed by: Monica Frazier Signed at: 2021-02-19 14:05:55 +00:00 Reason: Witnessing Monica Frazier</p> <p><i>Monica Frazier</i></p>
<p>Devin Reed Chief Legal Officer</p>	<p>Signed by: Devin Reed Signed at: 2021-02-19 14:40:26 +00:00 Reason: Witnessing Devin Reed</p> <p><i>Devin Reed</i> </p>
<p>SUBMITTED FOR APPROVAL:</p> <p>Anthony Cugno Chief Operating Officer</p>	<p>Signature and Date</p>

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

Meeting Date: 02/22/2021

Recording Secretary

CEO APPROVAL:
Mark VanLoh
Chief Executive Officer

Signature and Date



JACKSONVILLE AVIATION AUTHORITY
AWARDS COMMITTEE MEETING AGENDA
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Noticed Agenda Item

(Exhibits available upon request)

Item 4: AC2020-02-04

Professional Wildlife Consulting Services
Vendor: SES Energy Services, LLC (ERS)
(Cost: \$305,255.00, Funding: 42001I)



AC2021-02-04

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Subject/Awardee: Professional Wildlife Consulting Services / SES Energy Services LLC (ERS)		Cost: \$305,255.00
Solicitation No: RFQ No. 21-06-42001	Budgeted, Transferred, or Contingency:	Budgeted
On-Going Maintenance Cost: N/A	Funding Source:	42001
Attached / Supporting Documents		
Exhibit "A" – Evaluation Matrix and SPIS Form		
Exhibit "B" – ERS Consultant Rates		

BACKGROUND:

The Jacksonville Aviation Authority’s (JAA) Engineering and Facilities Department has previously contracted wildlife services under the On-Call Environmental Consultant Services Contract; however, best practice suggests holding a separate contract for an on-call airport wildlife services consultant. The current On-Call Environmental Consultant Services Contract ends April 14, 2021. As such, Procurement issued Request for Qualifications (RFQ) No. 21-06-42001 for professional wildlife consulting services at each of JAA’s four airports. Two proposals were received, evaluated, and ranked as follows:

SES Energy Services LLC, ERS Division	94.6
Bio-Tech Consulting Inc.	81.6

The selection committee unanimously agreed that JAA could begin negotiations with the top firm for a potential contract award with an initial three-year term, with renewal options of up to two years.

RECOMMENDATION:

Engineering and Facilities recommends that JAA make a requirements award to SES Energy Services, the higher ranked of two firms in response to RFQ No. 21-06-42001, for professional wildlife consulting services, which services will be authorized and managed via task order agreements on an as-needed basis. It is also recommended that authority under this award be given in a total annual not-to-exceed amount of \$50,000.00, at an annual escalation rate of 10%, for an initial three-year term, with renewal options of up to two years at JAA’s’ sole discretion, for a potential five-year total not-to-exceed amount of \$305,255.00.

Initial Year	First Renewal	Second Renewal	Third Renewal	Fourth Renewal
\$50,000	\$55,000	\$60,500	\$66,550	\$73,205



AC2021-02-04

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Verification of Funding	
Title:	Sr Manager of Planning
Signature:	<i>Lauren Scott</i>

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:

Lauren Scott
Senior Manager of Planning

Signed by Lauren Scott
Signed at: 2021-02-18 21:52:03 +00:00
Reason: Witnessing Lauren Scott

Lauren Scott

Signature and Date

PROCUREMENT REVIEW:

Buyer: Samantha Smid

Signed by Samantha Smid
Signed at: 2021-02-18 10:11:41 -05:00
Reason: Witnessing Samantha Smid

Samantha Smid

Signature and Date

Devin Reed
Chief Legal Officer

Signed by Devin Reed
Signed at: 2021-02-19 15:17:02 +00:00
Reason: Witnessing Devin Reed

DR

Signature and Date

SUBMITTED FOR APPROVAL:

Tony Cugno
Chief Operating Officer

Signature and Date

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

Meeting Date: 02/22/2021 _____
Recording Secretary

CEO APPROVAL:
Mark VanLoh
Chief Executive Officer

Signature and Date

CONDITIONS OF APPROVAL, IF ANY: (if over \$325,000.00, Board approval or ratification must be made pursuant to HB-915):



JACKSONVILLE AVIATION AUTHORITY
AWARDS COMMITTEE MEETING AGENDA
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Noticed Agenda Item

(Exhibits available upon request)

Item 5: AC2020-02-05

Environmental Consulting Services
Vendor: CDM Smith, Inc., Aerostar SES LLC, and Energy Services (ERS)
(Cost: \$1,617,851.50, Funding 42001)



AC2021-02-05

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Subject/Awardee: Environmental Consulting Services / CDM Smith, Aerostar, and SES Energy Services		Cost: \$1,617,851.50
Solicitation No: RFQ No. 21-05-42001	Budgeted, Transferred, Budgeted or Contingency:	
On-Going Maintenance Cost: N/A	Funding Source: 42001	
Attached / Supporting Documents		
Exhibit "A" – Evaluation Matrix and SPIS Form		
Exhibit "B" – Consultant Rates		

BACKGROUND:

The Jacksonville Aviation Authority’s (JAA) Engineering and Facilities Department requires on-call environmental consulting services to support JAA’s four airports. The current Environmental Consultant Services Contract ends April 14, 2021. Therefore, Procurement issued Request for Qualifications (RFQ) No. 21-05-42001 for on-call environmental consulting services. Fourteen proposals were received, evaluated, and ranked as follows:

Aerostar SES LLC	92.8	Golder Associates Inc.	85.36
CDM Smith Inc.	92.6	MAS Environmental LLC	84.2
Environmental Resource Solutions (ERS)	91.8	Apex Companies, LLC	82.6
Geosyntec Consultants, Inc.	89.32	Environmental Consulting & Technology	81.72
Environmental Services, Inc./Terracon	88.6	Bio-Tech Consulting Inc.	81.2
Aptim Federal Services	88.4	MSE Group, LLC / MSEnSafe	77.2
Pond & Company	85.4	Wood Environment & Infrastructure Solutions, Inc.	69.4

The selection committee unanimously agreed that JAA could begin negotiations with the top three firms for a potential contract award with an initial three-year term, with renewal options for up to two years.

RECOMMENDATION:

Engineering and Facilities recommends that JAA make a requirements award to CDM Smith, Inc., Aerostar SES LLC, and SES Energy Services LLC, the highest ranked of 14 firms in response to RFQ No. 21-05-42001 for professional environmental consulting services, which services will be authorized and managed by task order agreements on an as-needed basis. It is also recommended that authority under this award be given in a total annual not-to-exceed amount of \$265,000.00, at an annual escalation rate of 10%, for an initial three-year term, with renewal options of up to two years at JAA’s sole discretion, in a potential five-year total not-to-exceed amount of \$1,617,851.50.

Initial Year	First Renewal	Second Renewal	Third Renewal	Fourth Renewal
\$265,000.00	\$291,500.00	\$320,650.00	\$352,715.00	\$387,986.50



AC2021-02-05

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Verification of Funding	
Title:	Sr Manger of Planning
Signature:	<i>Lauren Scott</i>

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:

Lauren Scott
Senior Manager of Planning

Signed by: Lauren Scott
Signed at: 2021-02-19 10:21:50:55 +00:00
Reason: Witnessing Lauren Scott

Lauren Scott 

Signature and Date

PROCUREMENT REVIEW:

Buyer: Samantha Smid

Signed by: Samantha Smid
Signed at: 2021-02-19 10:11:14 -05:00
Reason: Witnessing Samantha Smid

Samantha Smid

Signature and Date

Devin Reed
Chief Legal Officer

Signed by: Devin Reed
Signed at: 2021-02-19 15:15:30 +00:00
Reason: Witnessing Devin Reed

DR 

Signature and Date

SUBMITTED FOR APPROVAL:

Tony Cugno
Chief Operating Officer

Signature and Date

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

Meeting Date: 02/22/2021 _____
Recording Secretary

CEO APPROVAL:
Mark VanLoh
Chief Executive Officer

Signature and Date

CONDITIONS OF APPROVAL, IF ANY: (if over \$325,000.00, Board approval or ratification must be made pursuant to HB-915):



JACKSONVILLE AVIATION AUTHORITY
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Noticed Agenda Item

(Exhibits available upon request)

Item 6: AC2020-02-06

Sponsorship

Vendor: JAXUSA Partnership

(Cost: \$90,000.00, Funding 11001.77550)

Exempt purchase, Posted



AC2021-02-06

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Subject/Awardee: Sponsorship / JAXUSA Partnership	Cost: \$90,000.00
Solicitation No: Exempt	Budgeted, Transferred, or Contingency: Budgeted
On-Going Maintenance Cost: N/A	Funding Source: 11001.77550
Attached / Supporting Documents	
Exhibit "A" – Current FY20-21 Sponsorship Invoice	
Exhibit "B" – Public Posting Notice	

BACKGROUND:

The Jacksonville Aviation Authority (JAA) has been a long-time sponsor of the JAXUSA Partnership, the economic development division of the Jacksonville Chamber of Commerce. JAXUSA's primary focus of local business growth and job creation advances JAA's interests in the same, especially as it relates to Cecil Airport.

JAA's JAXUSA Partnership sponsorship is exempt from competition pursuant to §2.05(A)(7) of JAA's Procurement Code.

RECOMMENDATION:

Management recommends a properly noticed award be made to the JAXUSA Partnership in the amount of \$90,000.00 for fiscal year 2020-2021. This award is exempt from competitive solicitation pursuant to §2.05(A)(7) of JAA's Procurement Code.



AC2021-02-06

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

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

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

Signed by:Melissa Marcha-Lee
Signed at:2021-02-18 19:52:47 +00:00
Reason:Witnessing Melissa Marcha-Lee

Melissa Marcha-Lee 

Signature and Date

PROCUREMENT REVIEW:
Buyer: David Bonner

Signed by:David Bonner
Signed at:2021-02-18 20:49:45 +00:00
Reason:Witnessing David Bonner

David Bonner 

Signature and Date

Devin Reed
Chief Legal Officer

Signed by:Devin Reed
Signed at:2021-02-18 21:31:49 +00:00
Reason:Witnessing Devin Reed

Devin Reed 

Signature and Date

SUBMITTED FOR APPROVAL:

Mark D. VanLoh
Chief Executive Officer

Signed by:Mark VanLoh
Signed at:2021-02-19 13:23:14 +00:00
Reason:Witnessing Mark VanLoh

Mark VanLoh 

Signature and Date

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

Meeting Date: 02/22/2021

Recording Secretary

CEO APPROVAL:
Mark VanLoh
Chief Executive Officer

Signature and Date

CONDITIONS OF APPROVAL, IF ANY: (if over \$325,000.00, Board approval or ratification



JACKSONVILLE AVIATION AUTHORITY
AWARDS COMMITTEE MEETING AGENDA
FEBRUARY 22, 2021

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 AM. in the 2nd Floor Fish Bowl Conference Room of JAA's Administration Building, which is located at 14201 Pecan Park Road, Jacksonville, Florida 32218. The following represents an agenda of the items requiring action, recommendations and/or votes of JAA's Awards Committee and, pursuant to § 286.011(2), Florida Statutes, minutes of this meeting will be made available upon request. ***The vendors referenced in the award submissions below have been verified against the Excluded Parties List System maintained by the General Services Administration at <https://www.sam.gov/portal/public/SAM/>.***

**** Teleconference Phone Number 1-408-418-9388, Access Code: 132 371 3825***
****Please note this meeting is held in accordance with Governor's Order #20-69.***

Noticed Agenda Item

(Exhibits available upon request)

Item 7: AC2020-02-07

Access Control and Video Surveillance Support Services
Vendor: Johnson Controls, Inc.
(Cost: \$61,652.50, Funding 24001)



AC2021-02-07

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Subject/Awardee: Access Control & Video Maintenance / Johnson Controls, Inc.	Cost: \$61,652.60
Solicitation No: Ratification	Budgeted, Transferred, Budgeted or Contingency:
On-Going Maintenance Cost:	Funding Source: 24001
Attached / Supporting Documents	
Exhibit "A" – Approved Award AC2020-03-08	

BACKGROUND:

On or about March 23, 2020, the Jacksonville Aviation Authority (JAA) approved Award No. AC2020-03-08 to Johnson Controls, Inc. (JCI) for maintenance of JAA's access control and video surveillance systems over a 12-month period ending in July 2021. JAA receives two invoices from JCI for these services, each covering a six-month period in advance.

As a result of an administrative oversight, an invoice for similar maintenance services that exceeded the authority of a prior award was applied to Award No. AC2020-03-08. If the administrative oversight is not ratified, the authority of Award No. AC2020-03-08 will also be exceeded.

JAA's IT Department acknowledges that the services associated with this administrative oversight were properly rendered, the payment for which should have been ratified immediately. As such, IT desires to ratify and continue the current support contract. A subsequent award for maintenance services for the next contract period will be requested separately.


RECOMMENDATION:

Information Technology recommends that JAA Award No. AC2020-03-08, which was awarded to Johnson Controls, Inc. for access control and video surveillance support services, be amended to: (i) ratify and increase the contract amount by \$61,652.50 to address an administrative oversight associated with properly performed access control and video surveillance systems maintenance and support services; and (ii) continue these services through July of 2021.



AC2021-02-07

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Verification of Funding	
Title:	Director Information Technology
Signature:	

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

ORIGINATED AND SUBMITTED FOR APPROVAL BY:

Steven Schultz
Director, Information Technology

PROCUREMENT REVIEW:

Buyer: Samantha Smid

Devin Reed
Chief Legal Officer

SUBMITTED FOR APPROVAL:

Tony Cugno
Chief Operating Officer

Signed by: Steven Schultz
Signed at: 2021-02-18 19:46:13 +00:00
Reason: Witnessing Steven Schultz

Signature and Date

Signed by: Samantha Smid
Signed at: 2021-02-18 14:48:29 -05:00
Reason: Witnessing Samantha Smid



Signature and Date

Signed by: Devin Reed
Signed at: 2021-02-18 21:22:48 +00:00
Reason: Witnessing Devin Reed

Signature and Date

Signed by: Tony Cugno
Signed at: 2021-02-19 15:05:54 +00:00
Reason: Witnessing Tony Cugno

Signature and Date

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

Meeting Date: 02/18/2021

Recording Secretary

CEO APPROVAL:
Mark VanLoh
Chief Executive Officer

Signature and Date

CONDITIONS OF APPROVAL, IF ANY: IF OVER \$325,000.00 BOARD APPROVAL OR RATIFICATION MUST BE MADE PURSUANT TO (HB-915):



JACKSONVILLE AVIATION AUTHORITY
AWARDS COMMITTEE MEETING AGENDA
FEBRUARY 22, 2021

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 AM. in the 2nd Floor Fish Bowl Conference Room of JAA's Administration Building, which is located at 14201 Pecan Park Road, Jacksonville, Florida 32218. The following represents an agenda of the items requiring action, recommendations and/or votes of JAA's Awards Committee and, pursuant to § 286.011(2), Florida Statutes, minutes of this meeting will be made available upon request. ***The vendors referenced in the award submissions below have been verified against the Excluded Parties List System maintained by the General Services Administration at <https://www.sam.gov/portal/public/SAM/>.***

**** Teleconference Phone Number 1-408-418-9388, Access Code: 132 371 3825***
****Please note this meeting is held in accordance with Governor's Order #20-69.***

Noticed Agenda Item

(Exhibits available upon request)

Item 8: AC2020-02-08

Access Control and Video Surveillance Support Services

Vendor: Johnson Controls, Inc.

(Cost: \$392,556.00, Funding 24001)

Piggy-Back Purchase, Posted



AC2021-02-08

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Subject/Awardee: Access Control & Video Maintenance / Johnson Control, Inc.		Cost: \$392,556.00
Solicitation No: Piggy-back	Budgeted, Transferred, or Contingency:	Budgeted
On-Going Maintenance Cost: N/A	Funding Source:	24001
Attached / Supporting Documents		
Exhibit "A" – JCI Proposal		
Exhibit "B" – GSA documentation and Public Notice Posting		

BACKGROUND:

JAA utilizes Johnson Controls owned software and hardware solutions for its access control and video surveillance systems. As these systems are critical to the operation of Jacksonville International Airport and other facilities, it is prudent to ensure that the systems are properly maintained and there is a mechanism in place for quick assistance if there is an issue disrupting system availability or usability. As such, JAA signed a service agreement to provide these services under GSA Schedule 84 Contract No. GS-07F-190CA (see Exhibit A for details).

JAA is pleased with the services provided by JCI, as well as its responsiveness to emergency situations. As such, IT recommends continuing the contract at JAA’s sole discretion on a year-by-year basis for the remainder of the agreement. The agreement provides a termination provision if JAA were to become dissatisfied with the services provided.

RECOMMENDATION:


Information Technology recommends that JAA make a properly noticed award to Johnson Controls, Inc., utilizing GSA Schedule 84 Contract No. GS-07F-190CA pursuant to Sec. 3.08 of JAA’s Procurement Code, for preventative maintenance services for CCure9000 and Victor Video Surveillance, in an initial year amount of \$127,004.00, with renewals of up to two years totaling \$265,552.00, for a total potential not-to-exceed award amount of \$392,556.00.

Initial Year	First Renewal	Second Renewal
\$127,004.00	\$130,814.00	\$134,738.00



AC2021-02-08

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Verification of Funding	
Title:	Director Information Technology
Signature:	

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

ORIGINATED AND SUBMITTED FOR APPROVAL BY:

Steven Schultz
Director Information Technology

Signed by: Steven Schultz
Signed at: 2021-02-18 19:44:08 +00:00
Reason: Witnessing Steven Schultz

Signature and Date

PROCUREMENT REVIEW:

Buyer: Samantha Smid

Signed by: Samantha Smid
Signed at: 2021-02-18 14:46:04 -05:00
Reason: Witnessing Samantha Smid



Signature and Date

Devin Reed
Chief Legal Officer

Signed by: Devin Reed
Signed at: 2021-02-18 21:05:17 +00:00
Reason: Witnessing Devin Reed

Signature and Date

SUBMITTED FOR APPROVAL:

Tony Cugno
Chief Operating Officer

Signed by: Tony Cugno
Signed at: 2021-02-18 21:09:22 +00:00
Reason: Witnessing Tony Cugno

Signature and Date

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

Meeting Date: 02/22/2021

Recording Secretary

CEO APPROVAL:
Mark VanLoh
Chief Executive Officer

Signature and Date

CONDITIONS OF APPROVAL, IF ANY: IF OVER \$325,000.00 BOARD APPROVAL OR



JACKSONVILLE AVIATION AUTHORITY
AWARDS COMMITTEE MEETING AGENDA
FEBRUARY 22, 2021

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 AM. in the 2nd Floor Fish Bowl Conference Room of JAA's Administration Building, which is located at 14201 Pecan Park Road, Jacksonville, Florida 32218. The following represents an agenda of the items requiring action, recommendations and/or votes of JAA's Awards Committee and, pursuant to § 286.011(2), Florida Statutes, minutes of this meeting will be made available upon request. ***The vendors referenced in the award submissions below have been verified against the Excluded Parties List System maintained by the General Services Administration at <https://www.sam.gov/portal/public/SAM/>.***

**** Teleconference Phone Number 1-408-418-9388, Access Code: 132 371 3825***
****Please note this meeting is held in accordance with Governor's Order #20-69.***

Noticed Agenda Item

(Exhibits available upon request)

Item 9: AC2020-02-09

Webex Licenses
Vendor: CDW Government
(Cost: \$18,185.34, Funding 24001)
Piggy-Back Purchase, Posted



AC2021-02-09

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Subject/Awardee: WebEx Licenses / CDW-G	Cost: \$18,185.34
Solicitation No: Piggy-back	Budgeted, Transferred, or Contingency: Budgeted
On-Going Maintenance Cost: N/A	Funding Source: 24001
Attached / Supporting Documents	
Exhibit "A" – CDWG Quote	
Exhibit "B" – WSCA documentation and Public Notice Posting	

BACKGROUND:

The Jacksonville Aviation Authority (JAA) utilizes Cisco WebEx for web meetings and video calls. WebEx is most compatible with JAA's computer environment.

WebEx services are offered on an annual, per-seat license basis, in addition to which JAA's IT Department recommends including a 10% contingency above the quoted annual price of \$20,924.64, as costs vary by license counts. The inclusion of contingency allows procurement of additional licenses, if necessary. Preventative maintenance services are available through Florida Cisco WSCA Contract No. AR233 4322000-WSCA-14-ACS, which will expire on May 31, 2021.

Inasmuch as this annual purchase was initially under JAA's formal threshold, it did not require JAA's Awards Committee consideration and approval. However, as of February 16, 2021, the total collective expenditure of \$18,185.34 will exceed JAA's \$25,000.00 formal threshold and, therefore, Awards Committee consideration and approval is required.


RECOMMENDATION:

Information Technology recommends that JAA's properly noticed informal award to CDW-G for Cisco WebEx licenses and related services in a one-year amount of \$23,017.10, be amended to: (i) continue utilizing Florida Cisco WSCA Contract No. AR233 4322000-WSCA-14-ACS; and (ii) increase the not-to-exceed amount by \$18,185.34, for a new total not-to-exceed award of \$41,202.44.



AC2021-02-09

SUBMISSION FOR AWARDS COMMITTEE APPROVAL


Verification of Funding	
Title:	Director Information Technology
Signature:	

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

ORIGINATED AND SUBMITTED FOR APPROVAL BY:

Steven Schultz
Director Information Technology

Signed by: Steven Schultz
Signed at: 2021-02-18 15:43:07 +00:00
Reason: Witnessing Steven Schultz




Signature and Date

PROCUREMENT REVIEW:

Buyer: Samantha Smid



Signed by: Samantha Smid
Signed at: 2021-02-18 14:44:54 -05:00
Reason: Witnessing Samantha Smid



Signature and Date

Devin Reed
Chief Legal Officer

Signed by: Devin Reed
Signed at: 2021-02-18 21:02:35 +00:00
Reason: Witnessing Devin Reed



 

Signature and Date

SUBMITTED FOR APPROVAL:

Tony Cugno
Chief Operating Officer

Signed by: Tony Cugno
Signed at: 2021-02-18 21:08:26 +00:00
Reason: Witnessing Tony Cugno

Signature and Date

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

Meeting Date: 02/22/2021

Recording Secretary

CEO APPROVAL:
Mark VanLoh
Chief Executive Officer

Signature and Date

CONDITIONS OF APPROVAL: IF ANY (If over \$25,000.00, Board approval or verification must be)



JACKSONVILLE AVIATION AUTHORITY
AWARDS COMMITTEE MEETING AGENDA
FEBRUARY 22, 2021

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 AM. in the 2nd Floor Fish Bowl Conference Room of JAA's Administration Building, which is located at 14201 Pecan Park Road, Jacksonville, Florida 32218. The following represents an agenda of the items requiring action, recommendations and/or votes of JAA's Awards Committee and, pursuant to § 286.011(2), Florida Statutes, minutes of this meeting will be made available upon request. ***The vendors referenced in the award submissions below have been verified against the Excluded Parties List System maintained by the General Services Administration at <https://www.sam.gov/portal/public/SAM/>.***

**** Teleconference Phone Number 1-408-418-9388, Access Code: 132 371 3825***
****Please note this meeting is held in accordance with Governor's Order #20-69.***

Noticed Agenda Item

(Exhibits available upon request)

Item 10: AC2020-02-10

Oracle Support
Vendor: Navsite LLC
(Cost: \$677,200.00, Funding 24001)



AC2021-02-10

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Subject/Awardee: Oracle Support / Navisite LLC	Cost: \$677,200.00
Solicitation No: RFP 21-09-24001	Budgeted, Transferred, or Contingency: Budgeted
On-Going Maintenance Cost:	Funding Source: 24001
Attached / Supporting Documents	
Exhibit "A" - Evaluation Matrix and SPIS Form	
Exhibit "B" - Navisite Price Proposal	

BACKGROUND:

JAA utilizes Oracle software for general ledger, accounts payable, and other ERP Enterprise Resource Planning or ERP applications. Oracle software is also utilized for JAA’s work order, inventory, and other Enterprise Asset Management or EAM applications. Oracle software is not within JAA’s software standards for database and server management, and requires specialized skill sets for its continued operation. As such, JAA issued Request for Proposals (RFP) No. 21-09-24001 for Oracle eBiz Maintenance and Support Services, in response to which nine proposals were received and scored as detailed below:

Respondent	Score	Respondent	Score
Navisite	90.80	Cherry Road	67.00
AST	77.20	App Associates	63.80
Vigilant	75.40	Apps Tek	56.60
Rackspace	73.80	Emtec	29.80
Centroid	70.80		

The recommended contract term is for an initial three years with renewals of up to two years at JAA’s sole discretion. An award to Navisite LLC represents a \$33,500.00 cost savings over the incumbent. In addition to the contract price, it is recommended that an additional \$15,000.00 in year one and \$10,000.00 for each subsequent year be included for any necessary out-of-scope work, which will be performed on a time and materials basis.

RECOMMENDATION:


Information Technology recommends that JAA make an award to Navisite LLC, the highest ranked of nine firms in response to RFP No. 21-09-24001, for Oracle support and related services, in an initial three year amount of \$412,400.00, with renewals of up to two years totaling \$264,800.00, for a total potential not-to-exceed award amount of \$677,200.00.

	Initial Three Years	First Renewal	Second Renewal
\$147,600	\$132,400	\$132,400	\$132,400



AC2021-02-10

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Verification of Funding	
Title:	Director Information Technology
Signature:	

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

ORIGINATED AND SUBMITTED FOR APPROVAL BY:

Steven Schultz
Director, Information Technology

Signed by: Steven Schultz
Signed at: 2021-02-18 15:41:56 +00:00
Reason: Witnessing Steven Schultz



Signature and Date

PROCUREMENT REVIEW:

Buyer: Samantha Smid

Signed by: Samantha Smid
Signed at: 2021-02-18 14:44:11 -05:00
Reason: Witnessing Samantha Smid



Signature and Date

Devin J. Reed
Chief Legal Officer

Signed by: Devin Reed
Signed at: 2021-02-18 21:01:00 -00:00
Reason: Witnessing Devin Reed

Signature and Date

SUBMITTED FOR APPROVAL:

Tony Cugno
Chief Operating Officer

Signed by: Tony Cugno
Signed at: 2021-02-18 21:07:20 +00:00
Reason: Witnessing Tony Cugno

Signature and Date

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

Meeting Date: 02/22/2021

Recording Secretary

CEO APPROVAL:

Mark VanLoh
Chief Executive Officer

Signature and Date

CONDITIONS OF APPROVAL, IF ANY (*if over \$325,000.00 Board approval or ratification must be made pursuant to HB-915*):