

# SUBMISSION FOR AWARDS COMMITTEE APPROVAL

<b>Subject/Awardee:</b> Professional Staff Augmentation Services / 22 <sup>nd</sup> Century Technologies, Inc.	<b>Cost:</b> \$200,000.00
<b>Solicitation No:</b> Piggy-Back: COJ SC-0468-20	<b>Budgeted, Transferred, or Contingency:</b> Budgeted
<b>On-Going Maintenance Cost:</b> N/A	<b>Funding Source:</b> Various Cost Centers

### Attached / Supporting Documents

- Exhibit "A"** – Public Notice Postings- Formal and Informal
- Exhibit "B"** – City of Jacksonville Contract Award

**BACKGROUND:**

Inasmuch as it has proven to be very difficult to obtain staff augmentation services for unskilled / skilled craft positions, JAA’s Human Resources Department has approached Procurement with hopes of finding a solution. Procurement discussed this issue with several local public entities, which resulted in: (i) the revelation that the difficulty of securing unskilled / skilled craft staff augmentation services is a problem that is currently plaguing many public entities; and (ii) a decision being made to formally solicit these and other staff augmentation services. The solicitation effort is underway but will likely take three to six months to complete. As such, a request was made for an interim solution.

Procurement has reviewed this request against vendors and cooperative purchasing sources. Pursuant to § 3.08 of the Procurement Code, JAA may obtain the desired unskilled / skilled craft staff augmentation services by piggy-backing or utilizing City of Jacksonville Contract SC-0468-20, for Temporary Staffing Services: Administrative, Clerical, Service Maintenance, or Skilled Craft Workers, which was competitively awarded to 22<sup>nd</sup> Century Technologies, Inc. As an interim solution, JAA’s interests are well-served by piggy-backing the City of Jacksonville Contract.

**RECOMMENDATION:**

**Human Resources recommends utilizing City of Jacksonville Contract No. SC-0468-20, for Temporary Staffing Services: Administrative, Clerical, Service Maintenance, or Skilled Craft Workers, to make a properly noticed award to 22<sup>nd</sup> Century Technologies, Inc., pursuant to § 3.08 of the Procurement Code, for non-exclusive staff augmentation services on a requirements basis. Inasmuch as this award is an interim solution, the recommended term is 12 months, relating back to May 1, 2021, or until the award of the formal solicitation for this scope, whichever earlier, in a not-to-exceed amount of \$200,000.00, based on the rates and conditions contained in the utilized Contract. Funds for these services are available within various cost centers.**

# SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Verification of Funding	
<b>Title:</b>	Michael May, Director of Human Resources
<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*).

<p><b>ORIGINATED BY:</b></p> <p>Lanette McKnight Human Resources Business Partner</p>	<p>Signed by: Lanette McKnight Signed at: 2021-07-21 13:47:27 +00:00 Reason: Witnessing Lanette McKnight</p> <p style="text-align: center;"><i>Lanette McKnight</i> </p> <hr/> <p style="text-align: center;">Signature and Date</p>
<p><b>SUBMITTED FOR APPROVAL BY:</b></p> <p>Michael May Director of Human Resources</p>	<p>Signed by: michael may Signed at: 2021-07-21 11:49:43 +00:00 Reason: Witnessing michael may</p> <p style="text-align: center;"><i>Michael May</i> </p> <hr/> <p style="text-align: center;">Signature and Date</p>
<p><b>PROCUREMENT REVIEW:</b></p> <p>Monica M. Frazier Procurement Administrator</p>	<p>Signed by: Monica Frazier Signed at: 2021-07-21 15:02:49 +00:00 Reason: Witnessing Monica Frazier</p> <p style="text-align: center;"><i>Monica Frazier</i></p> <hr/> <p style="text-align: center;">Signature and Date</p>
<p>LeNedda Edwards Procurement Manager</p>	<p>Signed by: LeNedda Edwards Signed at: 2021-07-21 11:18:58 -04:00 Reason: Witnessing LeNedda Edwards</p> <p style="text-align: center;"><i>LeNedda Edwards</i> </p> <hr/> <p style="text-align: center;">Signature and Date</p>
<p><b>SUBMITTED FOR APPROVAL:</b></p> <p>Devin J. Reed Chief Legal Officer</p>	<p>Signed by: Devin Reed Signed at: 2021-07-21 17:02:12 +00:00 Reason: Witnessing Devin Reed</p> <p style="text-align: center;"><i>Devin Reed</i> </p> <hr/> <p style="text-align: center;">Signature and Date</p>

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

Meeting Date: Monday, July 26, 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 Sec 332.0075, Florida Statutes):**

# SUBMISSION FOR AWARDS COMMITTEE APPROVAL

<b>Subject/Awardee:</b> Custodial Department - Staff Augmentation / Florida Cleaning Systems (FCS)	<b>Cost:</b> \$245,000.00
<b>Solicitation No:</b> Piggy-Back	<b>Budgeted, Transferred, or Contingency:</b> Budgeted
<b>On-Going Maintenance Cost:</b>	<b>Funding Source:</b> 45523.77280

### Attached / Supporting Documents

- Exhibit "A"** – Approved AC2021-02-01 and AC2020-09-04
- Exhibit "B"** – Public Posting Notice – Florida Cleaning Systems (FCS)

**BACKGROUND:**

On February 22, 2021, the Jacksonville Aviation Authority’s (JAA) Awards Committee approved Award No. AC2021-02-01 to Florida Cleaning Systems for custodial department staff augmentation services at the Jacksonville International Airport (JIA). The amended award authorized supplemental custodial staff services through September 2021 in a total not-to-exceed amount of \$187,091.20.

Facilities anticipates the need for a substantial increase in staff augmentation services through March 2022. The need for augmentation contract employees has increased due to rapidly increasing passenger levels. As such, Facilities requests authorization to increase the total award amount by \$245,000.00 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 further amended to: (i) continue services through the end of March 2022; and (ii) include an additional \$245,000.00, for a new total potential not-to-exceed amount of \$432,091.20. Funds for these services are available within cost center 45523.77280.**

# SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Verification of Funding	
<b>Title:</b>	David Jones, Director of Engineering & 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 ( <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 BY:</b></p> <p>Amanda Luna Facilities Administrator</p> <p><b>SUBMITTED FOR APPROVAL BY:</b></p> <p>David Jones Director Engineering and Facilities</p> <p><b>PROCUREMENT REVIEW:</b></p> <p>Monica Frazier Procurement Administrator</p> <p>LeNedda Edwards Procurement Manager</p> <p><b>SUBMITTED FOR APPROVAL:</b></p> <p>Anthony Cugno Chief Operating Officer</p>	<p style="font-size: small;">Signed by: Amanda Luna Signed at: 2021-07-20 17:24:57 +00:00 Reason: Witnessing Amanda Luna</p> <p style="text-align: center;"><i>Amanda Luna</i>  Jacksonville Aviation Authority</p> <hr/> <p>Signature and Date</p> <p style="font-size: small;">Signed by: David Jones Signed at: 2021-07-20 17:23:54 +00:00 Reason: Witnessing David Jones</p> <p style="text-align: center;"><i>David Jones</i> </p> <hr/> <p>Signature and Date</p> <p style="font-size: small;">Signed by: Monica Frazier Signed at: 2021-07-20 17:54:33 +00:00 Reason: Witnessing Monica Frazier</p> <p style="text-align: center;"><i>Monica Frazier</i></p> <hr/> <p>Signature and Date</p> <p style="font-size: small;">Signed by: LeNedda Edwards Signed at: 2021-07-21 08:36:54 -04:00 Reason: Witnessing LeNedda Edwards</p> <p style="text-align: center;"><i>LeNedda Edwards</i>  Jacksonville Aviation Authority</p> <hr/> <p>Signature and Date</p> <p style="font-size: small;">Signed by: David Jones Signed at: 2021-07-22 17:26:01 +00:00 Reason: Witnessing David Jones</p> <p style="text-align: center;"><i>David Jones</i>  Jacksonville Aviation Authority</p> <hr/> <p>Signature and Date</p>
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**AWARDS COMMITTEE APPROVAL / DENIAL: (Vote: \_\_\_\_\_ Ayes; \_\_\_\_\_ Nays)**

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Mark VanLoh  
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