



JACKSONVILLE AVIATION AUTHORITY AWARDS COMMITTEE MEETING AGENDA OCTOBER 25, 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 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: AC2021-10-01

**Two Portable Message Signs for Parking Operation
Vendor: Crimson Technology Products
(Cost: \$35,148.00 Funding: 43605/Small Cap FY22)
Exempt Posting: October 15 – 21, 2021**

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Subject/Awardee: Two Portable Message Signs for Parking Operation / Crimson Technology Products	Cost: \$35,148.00
Solicitation No: N/A	Budgeted, Transferred, or Contingency: Budgeted
On-Going Maintenance Cost: N/A	Funding Source: 43605-Small Capital FY22

Attached / Supporting Documents

Exhibit "A" – FSA20-EQUIP18.0 documentation and pricing quote
Exhibit "B" – Budget Transfer Form and Public Posting Notice

BACKGROUND:

Currently, Parking Management does not have portable changeable message signs to alert customers about parking lot openings, closings, or construction besides the Jumbotron. Parking usually rents signs during the holidays and/or borrows the Police portable signs. The purchase of these signs will give Parking the ability to alert its customers quickly, instead of renting signs from an outside vendor. These portable message signs will also assist JAA with alerting the public for emergencies.

Procurement has reviewed this request and is of the opinion that it is in JAA's best interest to piggy-back or utilize Florida Sheriffs Association Cooperative Purchasing Contract No. FSA20-EQUIP18.0, Item#315, which was competitively awarded to Crimson Technology Products.

RECOMMENDATION:

Parking Management recommends JAA utilize Florida Sheriffs Association Cooperative Purchasing Contract No. FSA20-EQUIP18.0, Item#315, pursuant to Section 3.08 of the Procurement Code, to make a properly noticed piggy-back award to Crimson Technology Products, in an amount not-to-exceed \$35,148.00, for the purchase of two portable changeable message signs.

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Verification of Funding	
Title:	
Signature:	<i>Nancy Coppen</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:

Nancy Coppen
Manager, Parking & GT

Signature and Date

PROCUREMENT REVIEW:

LeNedda Edwards
Procurement Manager

Signature and Date

Devin J. Reed
Chief Legal Officer

Signature and Date

SUBMITTED FOR APPROVAL:

Jay Cunio
Chief Development Officer

Signature and Date

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

Meeting Date: October 25, 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(3)(b), Florida Statutes*):



JACKSONVILLE AVIATION AUTHORITY AWARDS COMMITTEE MEETING AGENDA OCTOBER 25, 2021

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Noticed Agenda Item

(Exhibits available upon request)

Item 2: AC2021-10-02

**Armored Car Services
Vendor: The Brink's Corporation
(Cost: \$5,000.00 Funding: 43605)**

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Subject/Awardee: Armored Car Services / The Brink's Corporation	Cost: \$5,000.00
Solicitation No: Amendment; ITB 17-16-43605	Budgeted, Transferred, or Contingency: Budgeted
On-Going Maintenance Cost: N/A	Funding Source: 43605

Attached / Supporting Documents

Exhibit "A" – Scope of Services
Exhibit "B" – Brinks Acquisition Letter

BACKGROUND:

In March 2017, Procurement released Invitation to Bid (ITB) No. 17-16-43605, due to an expiring contract for Armored Car Services. One bid was received from Dunbar Armored, Inc. and services began on May 1, 2017. In 2018, Dunbar Armored, Inc. was sold to The Brink's Corporation which assumed all contracts from Dunbar Armored.

Historically, the contracted services were under JAA's informal threshold; however, a review of current spend indicates a total of \$24,609.03, with the final renewal term ending on April 30, 2022. As such, Parking is requesting \$5,000.00 to cover services through the remaining term, which will result in a not-to exceed contract total \$29,609.03.

RECOMMENDATION:

Parking Management recommends JAA's informal award for Armored Car Services to Dunbar Armored, Inc., pursuant to ITB No. 17-16-43605, which award was subsequently assumed by The Brink's Corporation, be amended to increase the not-to-exceed amount by an additional \$5,000.00 to cover expenses through the end of the final renewal term of April 30, 2022, resulting in a new potential not-to-exceed contract total of \$29,609.03.

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Verification of Funding	
Title:	Nancy Coppen, Manager Parking & Ground Transportation
Signature:	<p>Signed by Nancy Coppen Signed at 2021-10-21 08:18:50 -04:00 Reason: Witnessing Nancy Coppen</p> <p style="text-align: center;"><i>Nancy Coppen</i> </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 (*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:

Nancy Coppen
Manager, Parking & GT

Nancy Coppen

Signature and Date

PROCUREMENT REVIEW:
LeNedda Edwards
Procurement Manager

Devin J. Reed
Chief Legal Officer

Signed by LeNedda Edwards
Signed at 2021-10-21 08:24:38 -04:00
Reason: Witnessing LeNedda Edwards

LeNedda Edwards

Signature and Date

Devin J. Reed
Chief Legal Officer

Signed by Devin Reed
Signed at 2021-10-21 13:42:03 +00:00
Reason: Witnessing Devin Reed

Devin Reed

Signature and Date

SUBMITTED FOR APPROVAL:
Jay Cunio
Chief Development Officer

Signature and Date

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

Meeting Date: October 25, 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(3)(b), Florida Statutes*):



JACKSONVILLE AVIATION AUTHORITY

AWARDS COMMITTEE MEETING AGENDA

OCTOBER 25, 2021

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Noticed Agenda Item

(Exhibits available upon request)

Item 3: AC2021-10-03

Temporary Staffing Services

Vendor: I-Tech Personnel Services, Inc. & LanceSoft, Inc.

(Cost: \$850,000.00 Funding: Various)

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Subject/Awardee: Temporary Staffing Services / I-TECH Personnel Services, Inc. & LanceSoft, Inc.		Cost: \$850,000.00
Solicitation No: RFP No. 21-31-26101	Budgeted, Transferred, or Contingency:	Budgeted
On-Going Maintenance Cost: N/A	Funding Source:	Various

Attached / Supporting Documents

Exhibit "A" – SPIS and Scoring Matrix for Administrative, Finance & Accounting and Information Technology
Exhibit "B" – I-Tech Personnel and LanceSoft Inc. proposal forms

BACKGROUND:

The Jacksonville Aviation Authority's (JAA) current Temporary Staffing Services contracts expired on September 30, 2020. The Human Resources Department has been utilizing vendors awarded contracts under piggy-back and cooperative purchasing sources to recruit and fulfill open temporary staffing positions. In order to do business with companies that better understand JAA's needs and operations, Procurement issued Request for Proposal (RFP) No. 21-31-26101 to secure new contracts for these services. Twenty-three (23) firms submitted proposals, two were deemed non-conforming and, therefore, 21 proposals were evaluated based on the firm's qualifications and experience, management plan to servicing account, references, and cost. The top-ranked firms by corresponding scope are as follows:


Position Category	Respondents	Scores	Rank Order
Administrative	I-TECH Personnel Services, Inc.	75.17	1
Finance and Accounting	LanceSoft Inc.	75.03	1
Information Technology	LanceSoft Inc.	75.03	1
Skilled Craft	LanceSoft Inc.	73.96	1

RECOMMENDATION:

Human Resources recommends a requirements award be made to I-TECH Personnel Services Inc and LanceSoft, Inc. for Temporary Staffing Services, in a collective not-to-exceed amount of \$650,000.00 for the initial three-year term, which is effective November 1, 2021 through October 31, 2024, with JAA's discretion to extend for up to two additional years in annual not-to-exceed amounts totaling \$200,000.00, for a total potential award of \$850,000.00, based on annually approved budgeted funds, vendor performance and adherence to all terms and conditions of the contract documents. Funds for these services are available within various cost centers.

Initial Three-Year Term	1 st Renewal	2 nd Renewal
\$650,000.00	\$100,000.00	\$100,000.00

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Verification of Funding	
Title:	Michael May, Director of Human Resources
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*).

<p>ORIGINATED AND SUBMITTED FOR APPROVAL BY:</p> <p>Lanette McKnight Human Resources Business Partner</p> <p>SUBMITTED FOR APPROVAL BY:</p> <p>Michael May Director of Human Resources</p> <p>PROCUREMENT REVIEW:</p> <p>Monica M. Frazier Procurement Administrator</p> <p>LeNedda Edwards Procurement Manager</p> <p>SUBMITTED FOR APPROVAL:</p> <p>Devin Reed Chief Legal Officer</p>	<div style="margin-bottom: 20px;"> <p><small>Signed by: Lanette McKnight Signed at: 2021-10-21 14:10:54 +00:00 Reason: Witnessing Lanette McKnight</small></p> <p style="text-align: center;">   </p> <p>Signature and Date</p> </div> <div style="margin-bottom: 20px;"> <p><small>Signed by: michael may Signed at: 2021-10-21 13:07:14 +00:00 Reason: Witnessing michael may</small></p> <p style="text-align: center;">   </p> <p>Signature and Date</p> </div> <div style="margin-bottom: 20px;"> <p><small>Signed by: Monica Frazier Signed at: 2021-10-21 16:27:58 +00:00 Reason: Witnessing Monica Frazier</small></p> <p style="text-align: center;">   </p> <p>Signature and Date</p> </div> <div style="margin-bottom: 20px;"> <p><small>Signed by: LeNedda Edwards Signed at: 2021-10-21 12:29:20 -04:00 Reason: Witnessing LeNedda Edwards</small></p> <p style="text-align: center;">   </p> <p>Signature and Date</p> </div> <div style="margin-bottom: 20px;"> <p><small>Signed by: Devin Reed Signed at: 2021-10-21 16:30:04 +00:00 Reason: Witnessing Devin Reed</small></p> <p style="text-align: center;">   </p> <p>Signature and Date</p> </div>
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AWARDS COMMITTEE APPROVAL / DENIAL: (Vote: _____ Ayes; _____ Nays)

Meeting Date: October 25, 2021

CEO APPROVAL:
Mark VanLoh
Chief Executive Officer

Recording Secretary

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(3)(b), Florida Statutes*):



JACKSONVILLE AVIATION AUTHORITY AWARDS COMMITTEE MEETING AGENDA OCTOBER 25, 2021

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Noticed Agenda Item

(Exhibits available upon request)

Item 4: AC2021-10-04

**Event Planning & Production Services
Vendor: PRI Productions
(Cost: \$35,000.00 Funding: Various)**

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Subject/Awardee: Event Planning and Production Services / PRI Productions	Cost: \$35,000.00
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Solicitation No: Amendment	Budgeted, Transferred, or Contingency: Budgeted
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On-Going Maintenance Cost: N/A	Funding Source: Various
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Attached / Supporting Documents

Exhibit "A" – JAA Award AC2021-04-01, AC2020-07-07, AC2019-04-19, AC2018-10-05, AC2017-09-05

Exhibit "B" – Contract Amendment No.1

Exhibit "C" – PRI Proposal Estimates for Cecil Airport Boeing Groundbreaking Ceremony

BACKGROUND:



On May 16, 2017, Procurement released Request for Proposals No. 17-22-11105 (RFP), Event Planning and Production Services, in search of a production company to assist with the JIA's 50th Anniversary Celebration and related events leading up to the same. The RFP also includes the provision for assistance with design, décor, production elements, catering and music for other celebratory events as needed throughout the contract duration. The RFP was awarded to PRI Productions pursuant to Award No. AC2017-09-05, which can be amended for applicable events for any JAA department.

This contract was used to request a quote for the Cecil Airport and Boeing Groundbreaking Event, which will be held on Cecil Airport, jointly hosted by the Boeing, Haskell, and Pond. The event will be held on October 27, 2021 and required a deposit to reserve the date. As a result, the actual budget spanned two budget years.

RECOMMENDATION:

Cecil Airport recommends JAA Award No. AC2017-09-05 to PRI Productions for assistance with design, décor, production elements, catering, music and related services permitted under the "as needed" language of RFP No. 17-22-11105, be amended to: (i) include services for the Cecil Airport and Boeing Groundbreaking; and (ii) increase the not-to-exceed amount by an additional \$35,000.00. This purchase is funded from 44202.77540, FY21 for deposit only and FY22.

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Verification of Funding	
Title:	Matthew DuShuttle, General Aviation Administrator
Signature:	Signed by: Matthew DuShuttle Signed at 2021-10-21 12:22:44 +00:00 Reason: Witnessing Matthew DuShuttle  

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:

Matt DuShuttle
General Aviation Administrator

PROCUREMENT REVIEW:
Marilyn V. Fryar
Procurement Administrator


LeNedda Edwards
Procurement Manager

SUBMITTED FOR APPROVAL:
Tony Cugno
Chief Operating Officer



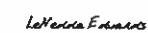

Signature and Date

Signed by: Marilyn V. Fryar
Signed at 2021-10-21 12:24:04 +00:00
Reason: Witnessing Marilyn V. Fryar

Signature and Date

Signed by: LeNedda Edwards
Signed at 2021-10-21 08:25:10 -04:00
Reason: Witnessing LeNedda Edwards

Signature and Date

Signature and Date

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

Meeting Date: October 25, 2021

CEO APPROVAL:
Mark VanLoh
Chief Executive Officer

Recording Secretary

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(3)(b), Florida Statutes):



JACKSONVILLE AVIATION AUTHORITY
AWARDS COMMITTEE MEETING AGENDA
OCTOBER 25, 2021

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Noticed Agenda Item

(Exhibits available upon request)

Item 5: AC2021-10-05

Drink Service

**Vendor: Aramark Refreshment Service
(Cost: \$15,000.00 Funding: 26201)**

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Subject/Awardee: Drink Service / Aramark Refreshment Service		Cost: \$15,000.00
Solicitation No: Amendment/RFQ No. 1901-26201	Budgeted, Transferred, or Contingency:	Budgeted
On-Going Maintenance Cost: N/A	Funding Source:	26201

Attached / Supporting Documents

Exhibit "A" – Scope of Services and Aramark Refreshment Services, LLC service agreement
Exhibit "B" – Spend review sheet

BACKGROUND:


In March 2019, Procurement released Request for Quotes (RFQ) No. 1901-26201, to obtain pricing for beverage services on a "as needed" basis and to be utilized by all JAA locations. As a result, JAA awarded an informal contract to Aramark Refreshment Services that began on June 1, 2019, with an expiration date of May 31, 2022, and two annual renewals available at JAA's sole discretion.

Historically, these contractual services are under JAA's informal threshold; however, a review of current spend indicates a total of \$23,104.29, and further usage through the term will require formal authorization. Procurement is requesting \$15,000.00 to cover services through the remaining term and renewals, which will result in a potential not-to-exceed contract total \$38,104.29.






RECOMMENDATION:

Procurement recommends JAA's informal award for beverage services to Aramark Refreshment Services, pursuant to RFQ No. 1901-26201, be amended to increase the not-to-exceed amount by an additional \$15,000.00 to cover expenses through the end of the final renewal term of May 31, 2024, resulting in a potential not-to-exceed contract total of \$38,104.29.

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Verification of Funding	
Title:	LeNedda Edwards, Procurement Manager
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, SUBMITTED FOR APPROVAL & PROCUREMENT REVIEW BY:	
<p>LeNedda Edwards Procurement Manager</p> <p>Devin J. Reed Chief Legal Officer</p>	<p><small>Signed by LeNedda Edwards Signed at 2021-10-20 22:14:14 -04:00 Reason: Witnessing LeNedda Edwards</small></p> <p> </p> <hr style="border: 0; border-top: 1px solid black; margin: 5px 0;"/> <p>Signature and Date</p> <p style="text-align: center;"></p> <hr style="border: 0; border-top: 1px solid black; margin: 5px 0;"/> <p>Signature and Date</p>
<p>SUBMITTED FOR APPROVAL:</p> <p>Devin J. Reed Chief Legal Officer</p>	
<p><small>Signed by Devin Reed Signed at 2021-10-21 02:27:53 +00:00 Reason: Witnessing Devin Reed</small></p> <p style="text-align: center;"> </p> <hr style="border: 0; border-top: 1px solid black; margin: 5px 0;"/> <p>Signature and Date</p>	

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

Meeting Date: October 25, 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(3)(b), Florida Statutes*):



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Noticed Agenda Item

(Exhibits available upon request)

Item 6: AC2021-10-06

APC Structure ware

Vendor: CDW-G

(Cost: \$54,829.19 Funding: 24001)

Piggyback Posting: October 18 – 25, 2021

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Subject/Awardee: APC Structureware / CDW-G **Cost:** \$ 54,829.19

Solicitation No: Piggy-back

Budgeted, Transferred, or Contingency: Budgeted

On-Going Maintenance Cost:

Funding Source: 24001

Attached / Supporting Documents

Exhibit "A" – CDW-G Renewal Quote

Exhibit "B" – Sourcewell Contract No. 081419-CDW document and Public Notice Posting

BACKGROUND:

The Jacksonville Aviation Authority (JAA) utilizes APC Structureware software and APC cooling equipment to manage its data centers. As these items control the environment in the data centers, it is important that these remain under vendor maintenance and support.

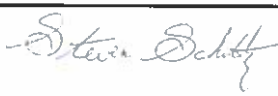
APC Structureware and related cooling equipment maintenance is provided by CDW-G through a Sourcewell competitively bid RFP No.081419 and Contract No. 081419-CDW.

RECOMMENDATION:

Information Technology recommends JAA utilize Sourcewell Contract No. 081419-CDW to make a properly noticed piggyback award to CDW-G for APC Structureware software support and related maintenance, in an initial year not-to-exceed amount of \$17,392.29, with renewals of up to two years at JAA's sole discretion, for a potential not-to-exceed award amount of \$54,829.19.

Initial Year	First Renewal	Second Renewal
\$17,392.29	\$18,261.90	\$19,175.00

SUBMISSION FOR AWARDS COMMITTEE APPROVAL



Verification of Funding	
Title:	Steven Schultz, 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: 2021-10-21 11:32:30 +00:00
Reason: Witnessing Steven Schultz

PROCUREMENT REVIEW:

Buyer: Samantha Smid

LeNedda Edwards
Procurement Manager

Signature and Date

Signed by Samantha Smid
Signed at: 2021-10-21 10:00:02 -04:00
Reason: Witnessing Samantha Smid




SUBMITTED FOR APPROVAL:

Anthony Cugno
Chief Operating Officer

Signature and Date

Signed by LeNedda Edwards
Signed at: 2021-10-21 10:02:03 -04:00
Reason: Witnessing LeNedda Edwards




Signature and Date

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

Meeting Date: October 25, 2021

CEO APPROVAL:
Mark VanLoh
Chief Executive Officer

Recording Secretary

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(3)(b), Florida Statutes*):



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Noticed Agenda Item

(Exhibits available upon request)

Item 7: AC2021-10-07

Cisco Server Blades

Vendor: CDW-G

(Cost: \$174,120.80 Funding: J2022-01)

Piggyback Posting: October 18 – 25, 2021

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Subject/Awardee: Cisco Server Blades / CDW-G	Cost: \$174,120.80
Solicitation No: Piggy-back	Budgeted, Transferred, or Contingency: Budgeted
On-Going Maintenance Cost: \$34,824.16	Funding Source: J2022-01

Attached / Supporting Documents

Exhibit "A" – CDW-G Quote

Exhibit "B" – Florida Cisco NASPO Value Point AR3227 document and Public Notice Posting

BACKGROUND:

The Jacksonville Aviation Authority (JAA) has standardized on Cisco servers in its data center. To ensure continue operations of the IT environment, this equipment should be replaced when it reaches end-of-life and be periodically evaluated to ensure there is sufficient capacity for unexpected, short-term needs.

This award is to replace aging, end-of-life server blades and related equipment necessary to complete this portion of the infrastructure refresh. There is annual maintenance associated with these items; however, maintenance will be covered under a separate award.

CDW offers Cisco brand server blades on the competitively awarded Florida Cisco NASPO Value Point AR3227 Contract.

RECOMMENDATION:

Information Technology recommends JAA utilize the Florida Cisco NASPO Value Point AR3227 Contract to make a properly noticed piggy-back award to CDW-G for the purchase of Cisco blade servers and related hardware and software, in an amount not-to-exceed \$174,120.80. This award is funded via Capital Project No. J2022-01.

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Verification of Funding	
Title:	Lauren Scott, Sr. Manager Aviation Planning
Signature:	<div style="font-size: 0.8em;"> Signed by: Lauren Scott Signed at: 2021-10-21 13:17:37 +00:00 Reason: Witnessing Lauren Scott </div> <div style="display: flex; align-items: center; margin-top: 5px;"> <div style="flex: 1; border-bottom: 1px solid black; margin-right: 5px;"></div> </div>

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

ORIGINATED AND SUBMITTED FOR APPROVAL BY:

Steven Schultz
Director, Information Technology

Signed by: Steven Schultz
Signed at: 2021-10-21 13:43:16 +00:00
Reason: Witnessing Steven Schultz

PROCUREMENT REVIEW:
Samantha Smid
Procurement Administrator

Signed by: Samantha Smid
Signed at: 2021-10-21 10:00:51 -04:00
Reason: Witnessing Samantha Smid

LeNedda Edwards
Procurement Manager

Signed by: LeNedda Edwards
Signed at: 2021-10-21 10:02:20 -04:00
Reason: Witnessing LeNedda Edwards

SUBMITTED FOR APPROVAL:
Tony Cugno
Chief Operating Officer

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

Meeting Date: October 25, 2021

CEO APPROVAL:
Mark VanLoh
Chief Executive Officer

Recording Secretary

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(3)(b), Florida Statutes):



JACKSONVILLE AVIATION AUTHORITY AWARDS COMMITTEE MEETING AGENDA OCTOBER 25, 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 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: AC2021-10-08

Cylance Software

Vendor: CDW-G

(Cost: \$85,637.66 Funding: 24001)

Piggyback Posting: October 18 – 25, 2021

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Subject/Awardee: Cylance Software / CDW-G		Cost: \$85,637.66
Solicitation No: Piggy-back	Budgeted, Transferred, or Contingency:	Budgeted
On-Going Maintenance Cost: N/A	Funding Source:	24001
Attached / Supporting Documents		
Exhibit "A" – CDW-G Renewal Quote		
Exhibit "B" – Sourcewell Contract No. 081419-CDW document and Public Notice Posting		

BACKGROUND:

The Jacksonville Aviation Authority (JAA) utilizes Cylance for endpoint protection from malware, which is part of JAA's cyber security program. JAA is pleased with the performance of this product and, therefore, desires to continue to utilize Cylance.

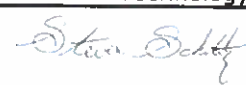
Cylance is provided by CDW-G through a Sourcewell competitively bid RFP No.081419 and Contract No. 081419-CDW.

RECOMMENDATION:

Information Technology recommends JAA utilize Sourcewell Contract No. 081419-CDW to make a properly noticed piggy-back award to CDW-G for Cylance software support and related services, in an initial year amount of \$27,165.00, with renewals of up to two years at JAA's sole discretion totaling \$58,472.66, for a potential not-to-exceed award amount of \$85,637.66.

Initial Year	First Renewal	Second Renewal
\$27,165.00	\$28,523.25	\$29,949.41

SUBMISSION FOR AWARDS COMMITTEE APPROVAL


Verification of Funding	
Title:	Steven Schultz, 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 2021-10-21 11:53:55 +00:00
Reason: Witnessing Steven Schultz




Signature and Date

PROCUREMENT REVIEW:

Buyer: Samantha Smid

LeNedda Edwards
Procurement Manager

Signed by Samantha Smid
Signed at 2021-10-21 10:04:42 -04:00
Reason: Witnessing Samantha Smid




Signature and Date

SUBMITTED FOR APPROVAL:

Tony Cugno
Chief Operating Officer

Signed by LeNedda Edwards
Signed at 2021-10-21 10:08:01 -04:00
Reason: Witnessing LeNedda Edwards



Signature and Date

Signature and Date

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

Meeting Date: October 25, 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(3)(b), Florida Statutes*):



JACKSONVILLE AVIATION AUTHORITY
AWARDS COMMITTEE MEETING AGENDA
OCTOBER 25, 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 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: AC2021-10-09

Citrix Software

Vendor: CDW-G

(Cost: \$54,585.95 Funding: 24001)

Piggyback Posting: October 18 – 25, 2021

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Subject/Awardee: Citrix Software / CDW-G

Cost: \$54,585.95

Solicitation No: Piggy-back

**Budgeted, Transferred, Budgeted
or Contingency:**
On-Going Maintenance Cost: N/A

Funding Source: 24001

Attached / Supporting Documents

Exhibit "A" – CDW-G Renewal Quote

Exhibit "B" – Sourcewell Contract No.081419-CDW document and Public Notice Posting

BACKGROUND:

The Jacksonville Aviation Authority (JAA) utilizes Citrix for secure remote access to JAA's network and software applications, which is part of JAA's cyber security program. JAA is pleased with the performance of this product and, therefore, desires to continue to utilize Citrix.


Citrix is provided by CDW-G through a Sourcewell competitively bid RFP No.081419 and Contract No. 081419-CDW.

RECOMMENDATION:

Information Technology recommends JAA utilize Sourcewell Contract No. 081419-CDW to make a properly noticed piggy-back award to CDW-G for Citrix software support and related services, in an initial year amount of \$17,315.13, with renewals of up to two years at JAA's sole discretion, totaling \$37,270.82, for a potential not-to-exceed award amount of \$54,585.95.

Initial Year	First Renewal	Second Renewal
\$17,315.13	\$18,180.89	\$19,089.93

SUBMISSION FOR AWARDS COMMITTEE APPROVAL


Verification of Funding	
Title:	Steven Schultz, 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 2021-10-21 12:22:26 -00:00
Reason: Witnessing Steven Schultz




Signature and Date

PROCUREMENT REVIEW:

Buyer: Samantha Smid

LeNedda Edwards
Procurement Manager

Signed by Samantha Smid
Signed at 2021-10-21 10:04:27 -04:00
Reason: Witnessing Samantha Smid




Signature and Date

SUBMITTED FOR APPROVAL:

Tony Cugno
Chief Operating Officer

LeNedda Edwards

Signed by LeNedda Edwards
Signed at 2021-10-21 10:07:44 -04:00
Reason: Witnessing LeNedda Edwards



Signature and Date

Signature and Date

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

Meeting Date: October 25, 2021

CEO APPROVAL:

Mark VanLoh
Chief Executive Officer

Recording Secretary

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(3)(b), Florida Statutes*):



JACKSONVILLE AVIATION AUTHORITY

AWARDS COMMITTEE MEETING AGENDA

OCTOBER 25, 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 a.m. at the JAA Administration Building, 14201 Pecan Park Road, Jacksonville, Florida 32218. The following represents an agenda of the items requiring action, recommendations and/or votes of JAA's Awards Committee and, pursuant to § 286.011(2), Florida Statutes, minutes of this meeting will be made available upon request. ***The vendors referenced in the award submissions below have been verified against the Excluded Parties List System maintained by the General Services Administration at <https://www.sam.gov/portal/public/SAM/>.***

Noticed Agenda Item

(Exhibits available upon request)

Item 10: AC2021-10-10

Herlong Hangar T-3 Restroom

Vendor: Arete Construction

(Cost: \$120,254.00) Funding: Capital)

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Subject/Awardee: Herlong Hangar T-3 Restroom / Arete Construction **Cost:** \$120,254.00

Solicitation No: C-861 **Budgeted, Transferred, or Contingency:** Budgeted

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

Attached / Supporting Documents

Exhibit "A": Bid Tab, Solicitation Sheet, DBE Memo

BACKGROUND:

This project includes construction of a unisex restroom on the east end of existing Hangar T3 at Herlong Recreational Airport. Potable water and sanitary sewer service connections for the restroom are available at nearby JEA connection points. Minor taxiway pavement repairs will be required after installation of the utilities.

Two responsive bids (and one non-responsive bid) were received on August 17, 2021, as follows:

Arete Construction, Inc.	\$ 120,254.00
Zephyr Construction Management, LLC	\$ 162,068.88



Arete Construction, Inc. submitted the low bid of \$120,254.00 which was significantly lower than the second low bid, but approximately 16 percent above the Engineer's Estimate of \$103,429.00. A review of the unit prices indicates that they are reasonable for the work to be performed.

There are currently \$64,784.00 remaining in the project budget, so a budget transfer will be necessary to execute the contract.

RECOMMENDATION:

Engineering & Facilities recommends an award be made to Arete Construction, Inc., the lower of two responsive, responsible bidders in response to ITB C-861, for Herlong Hangar T-3 Restroom, in the amount of \$120,254.00.

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Verification of Funding	
Name/Title:	Lauren Scott, Sr. Manager Aviation Planning
Signature:	<div style="font-size: small;"> Signed by Lauren Scott Signed at 2021-10-21 14:00:48 -00:00 Reason: Witnessing Lauren Scott </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).

<p>ORIGINATED AND SUBMITTED FOR APPROVAL BY:</p> <p>Derek Powder Sr. Mgr., Engineering & Facilities</p> <p>PROCUREMENT REVIEW: Buyer: N/A</p> <p>LeNedda Edwards Procurement Manager</p> <p>SUBMITTED FOR APPROVAL:</p> <p>Tony Cugno Chief Operating Officer</p>	<div style="font-size: small;"> Signed by Derek Powder Signed at 2021-10-21 10:02:26 -04:00 Reason: Witnessing Derek Powder </div>   <p>_____ Signature and Date</p> <p>_____ Signature and Date</p> <div style="font-size: small;"> Signed by: LeNedda Edwards Signed at 2021-10-21 10:03:42 -04:00 Reason: Witnessing LeNedda Edwards </div>   <p>_____ Signature and Date</p> <p>_____ Signature and Date</p>
--	---

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

Meeting Date: October 25, 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(3)(b), Florida Statutes):



JACKSONVILLE AVIATION AUTHORITY

AWARDS COMMITTEE MEETING AGENDA

OCTOBER 25, 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 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: AC2021-10-11

**JIA Curb and Guardrail Installation at Pecan Park Road
Vendor: Pars Construction Services, LLC
(Cost: \$144,290.70 Funding: O&M)**

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Subject/Awardee: JIA Curb and Guardrail Installation at Pecan Park Road / Pars Construction Services, LLC **Cost:** \$144,290.70

Solicitation No: C-864 **Budgeted, Transferred, or Contingency:** Budgeted

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

Attached / Supporting Documents

Exhibit "A": Bid Tab, Solicitation Sheet, DBE Memo

BACKGROUND:

This project includes installation of curb and guardrail along the southbound lane of Pecan Park Road, just north of the intersection with Cole Flyer Road. The curb and guardrail are designed and will be constructed for purposes of safety. The project also includes replacement of a damaged drainage structure and other minor drainage improvements.

Three bids were received on August 17, 2021, as follows:

Pars Construction Services, LLC	\$ 164,473.20
JD Hinson Company	\$ 183,021.02
C. A. P. Contracting, Inc.	\$ 287,155.00


Pars Construction Services, LLC submitted the low bid of \$164,473.20 which was approximately 11 percent lower than the second low bid, but significantly higher (27 percent) than the Engineer's Estimate of \$129,650.00. A review of Pars' unit prices indicates that they are generally reasonable for the work to be performed, with the exception of one item for installation of perforated PVC pipe and backfill. After further review of the plans, it has been determined that this item can be deleted without adversely affecting the intent or efficacy of the project.

After deleting this item, the construction cost will be \$144,290.70, which is 13 percent higher than the Engineer's estimate. There are currently \$380,606.00 remaining in the project budget.

RECOMMENDATION:

Engineering & Facilities recommends an award be made to Pars Construction Services, LLC, the lowest of three responsive, responsible bidders, in response to ITB C-864, for JIA Curb and Guardrail Installation, in the amount of \$144,290.70.

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Verification of Funding	
Name/Title:	Derek Powder, Sr. Mgr., Engineering and Facilities
Signature:	

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

ORIGINATED AND SUBMITTED FOR APPROVAL BY:

Derek Powder
Sr. Mgr., Engineering & Facilities

Signed by Derek Powder
Signed at 2021-10-21 09:28:52 -04:00
Reason: Witnessing Derek Powder




Signature and Date

PROCUREMENT REVIEW:

Buyer: N/A

LeNedda Edwards
Procurement Manager

Signed by LeNedda Edwards
Signed at 2021-10-21 09:30:52 -04:00
Reason: Witnessing LeNedda Edwards




Signature and Date

SUBMITTED FOR APPROVAL:

Tony Cugno
Chief Operating Officer

Signature and Date

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

Meeting Date: October 25, 2021

CEO APPROVAL:

Mark VanLoh
Chief Executive Officer

Recording Secretary

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(3)(b), Florida Statutes*)



JACKSONVILLE AVIATION AUTHORITY AWARDS COMMITTEE MEETING AGENDA OCTOBER 25, 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 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: AC2021-10-12

**Cecil Airport Taxiway A Pavement & A2 Drainage
Vendor: JD Hinson Company
(Cost: \$538,000.00) Funding: Capital)**

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Subject/Awardee: Cecil Airport, Taxiway A Pavement & A2 Drainage / JD Hinson Company **Cost:** \$538,000.00

Solicitation No: C-863 **Budgeted, Transferred, or Contingency:** Budgeted

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

Attached / Supporting Documents

Exhibit "A" – Bid Tab, Solicitation Sheet, & DBE Memo

BACKGROUND:

Several years ago, Cecil Airport staff observed a depression in the concrete pavement of Taxiway A. The depressed pavement is located above a segment of Drainage A2 between catch basins (CB) 188 and 187. The pavement depression was monitored, and its condition worsened. Under Purchase Order No. 46469, Jacobs Engineering inspected the entire length of Drainage A2 (from CB 189 to CB 185). Jacobs Engineering presented three options for rehabilitation of the drainage pipes: Spot Repairs, Geopolymer Application, and Cured-in-Place Pipe (CIPP).

After considering the condition of the drainage pipes and the condition of the pavement between CB 188 and CB 187, JAA, in consultation with Jacobs Engineering, decided to reconstruct the pavement and rehabilitate the drainage pipes between CB 188 and CB 187. The geopolymer option was selected to rehabilitate the drainage pipes.

A public bid opening was held on September 28, 2021, for this project. Two bids were submitted as shown in the table below. JD Hinson Company submitted a total low bid of \$538,000.00.

Proposer	Base Bid Schedule
JD Hinson Company	\$538,000.00
CGC, Inc.	\$702,115.15

The Engineer's Estimate was \$651,802.50. Based on a review of the bid prices and total bids, JD Hinson Company is considered acceptable for award of the contract.

RECOMMENDATION:

Engineering & Facilities recommends an award be made to JD Hinson Company, the lower of two responsive, responsible bidders in response to ITB C-863, for Cecil Airport Taxiway A Pavement and A2 Drainage, in the amount of \$538,000.00.

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Verification of Funding	
Title:	Lauren Scott, Sr. Manager Aviation Planning
Signature:	<div style="font-size: small;">Signed by: Lauren Scott Signed at: 2021-10-21 13:18:24 +00:00 Reason: Witnessing Lauren Scott</div> <div style="display: flex; align-items: center; margin-top: 5px;"> <div style="margin-right: 10px;"><i>Lauren Scott</i></div> <div style="border: 1px solid black; padding: 2px 5px; background-color: #eee;">SH</div> </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:

Dwight Fulton
Engineer, Engineering & Facilities

Signed by: Dwight Fulton
Signed at: 2021-10-21 14:27:01 +00:00
Reason: Witnessing Dwight Fulton

Dwight Fulton

SH

Signature and Date

PROCUREMENT REVIEW:

Buyer: N/A

LeNedda Edwards
Procurement Manager

Signed by: LeNedda Edwards
Signed at: 2021-10-21 10:27:50 -04:00
Reason: Witnessing LeNedda Edwards

LeNedda Edwards

JAA

Signature and Date

SUBMITTED FOR APPROVAL:

Tony Cugno
Chief Operating Officer

Signed by: Tony Cugno
Signed at: 2021-10-21 10:27:50 -04:00
Reason: Witnessing Tony Cugno

Tony Cugno

JAA

Signature and Date

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

Meeting Date: October 25, 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(3)(b), Florida Statutes*):