



# JACKSONVILLE AVIATION AUTHORITY AWARDS COMMITTEE MEETING AGENDA

AUGUST 21, 2023

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: AC2023-08-01

**Pest Control Services**

**Vendor: McCall Services**

**(Cost: \$79,059.30 Funding: 45123.77280)**

## SUBMISSION FOR AWARDS COMMITTEE APPROVAL

<b>Subject/Awardee:</b> Pest Control Services / McCall Services	<b>Cost:</b> \$79,059.30
<b>Solicitation No:</b> Amendment	<b>Budgeted, Transferred, or Contingency:</b> Budgeted
<b>On-Going Maintenance Cost:</b> N/A	<b>Funding Source:</b> 45123.77280

### Attached / Supporting Documents

- Exhibit "A"** – Approved Award AC2019-06-04S
- Exhibit "B"** – McCall Services Bird Removal and System Quotes and Contract Spend Analysis

### BACKGROUND:

The Jacksonville Aviation Authority (JAA) has an ongoing need for preventative pest control services within its Airport System. This maintenance includes monthly interior and exterior treatments for flying, stinging, biting, and crawling insects and rodent and snake control. JAA has contracted these services from McCall Services via ITB No. 19-28-26201, which contract allows JAA to request additional services.

At Jacksonville International Airport (JIA), birds have entered the terminal and concourse areas through existing doorways and openings. JAA has attempted to remove the birds safely and effectively for several months without success. Utilizing the current contract, JAA requested a proposal from McCall Services to provide a safe solution to capture and remove the birds.

Additionally, to prevent further unintended incursions by birds located outside the facilities, McCall Services has recommended installing the Flock Off Bird Control System, consisting of thin wire arrays at all entrances. These arrays will create electromagnetic fields (EMF) at all points of entry at JIA to discourage birds from entering and preventing further issues in the future.

### RECOMMENDATION:

**Engineering & Facilities recommends JAA Award No. AC2019-06-04S, awarded to McCall Services for Pest Control Services, be amended to increase the award by \$67,617.00 for a one-time interior bird removal service and the installation of McCall's Flock Off Bird Control System, as well as an additional \$11,442.30 to continue services through the end of September 2024, for a total amount of \$79,059.30. Funds are budgeted within cost center 45123.77280.**



# SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Verification of Funding	
<b>Title:</b>	David Jones, Sr. Director of Engineering and Facilities
<b>Signature:</b>	

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

**ORIGINATED AND SUBMITTED FOR APPROVAL BY:**

Amanda Luna  
Facilities Administrator \_\_\_\_\_  
Signature and Date

**PROCUREMENT REVIEW:**  
Monica M. Frazier  
Contract Administrator \_\_\_\_\_  
Signature and Date

LeNedda Edwards  
Director of Procurement \_\_\_\_\_  
Signature and Date

**SUBMITTED FOR APPROVAL:**  
Tony Cugno  
Chief Operating Officer \_\_\_\_\_  
Signature and Date

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

Meeting Date: Monday, August 21, 2023

\_\_\_\_\_  
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**  
AUGUST 21, 2023

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 2: AC2023-08-02**

**Microsoft DC Licenses**

**Vendor: SHI International, Corp.**

**(Cost: \$329,598.90 Funding: J2023-05)**

**Piggyback Posting: August 10-17, 2023**



# SUBMISSION FOR AWARDS COMMITTEE APPROVAL

<b>Subject/Awardee:</b> Microsoft DC Licenses / SHI International, Corp.	<b>Cost:</b> \$308,446.80 (\$21,152.10)
<b>Solicitation No:</b> Piggyback	<b>Budgeted, Transferred, or Contingency:</b> Budgeted
<b>On-Going Maintenance Cost:</b> n/a	<b>Funding Source:</b> J2023-05

### Attached / Supporting Documents

- Exhibit "A"** – Sourcewell Contract No. 081419-SHI
- Exhibit "B"** – SHI Quote No's. 23721820 and 23421994 and Public Posting Notice

### BACKGROUND:

The Jacksonville Aviation Authority (JAA) utilizes Microsoft products in its Datacenter (DC) to run corporate software. The DC software runs programs critical to the operations of JAA and, therefore, all software requires ongoing maintenance support and upgrades to keep software applications updated. In addition to the software upgrade, the software licenses are required to be renewed annually. Information Technology is requesting an additional \$21,152.10 to purchase additional software licenses as needed, for a total not to exceed amount of \$329,598.90.

Pursuant to Sections 2.05(A)(12) and/or 3.08 of JAA's Procurement Code, Procurement has reviewed the competitively awarded contract and is of the opinion that it is in JAA's best interest to piggy-back Sourcewell Contract No. 081419-SHI which was competitively awarded to SHI International Corp. for hardware, software, peripherals, cloud, and technology solutions.

### RECOMMENDATION:

**Information Technology recommends JAA utilize Sourcewell Contact No. 081419-SHI, pursuant to Sections 2.05(A)(12) and/or 3.08 of the Procurement Code, to make a properly noticed award to SHI International, Corp., for the Datacenter Microsoft software upgrade and licenses in a potential not-to-exceed amount of \$329,598.90. JAA reserves the right to make similar purchases from other vendors when it is in its best interest to do so. Funding is budgeted within cost center 24001.**

## SUBMISSION FOR AWARDS COMMITTEE APPROVAL

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

<b>ORIGINATED AND SUBMITTED FOR APPROVAL BY:</b>	
Steven Schultz Director of Information Technology	_____ Signature and Date
<b>PROCUREMENT REVIEW:</b>	
Marilyn V. Fryar Contract Administrator	_____ Signature and Date
LeNedda Edwards Director of Procurement	_____ Signature and Date
<b>SUBMITTED FOR APPROVAL:</b>	
Ross Jones Chief Financial Officer	_____ Signature and Date

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

Meeting Date: Monday, August 21, 2023

\_\_\_\_\_   
Recording Secretary

**CEO APPROVAL:**

Mark VanLoh  
Chief Executive Officer

\_\_\_\_\_   
Signature and Date

<p><b>CONDITIONS OF APPROVAL, IF ANY</b> (<i>if over \$325,000.00, Board approval or ratification must be made pursuant to Sec 332.0075(3)(b), Florida Statutes</i>):</p>   
---



**JACKSONVILLE AVIATION AUTHORITY**  
**AWARDS COMMITTEE MEETING AGENDA**  
AUGUST 21, 2023

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 3: AC2023-08-03**

**On-Call Emergency, Disaster, and Biohazard Clean-up Services**

**Vendor: Interstate Restoration dba First Onsite**

**(Cost: \$22,318.02 Funding:46104)**

**Emergency Ratification Posting: August 15-22, 2023**

## SUBMISSION FOR AWARDS COMMITTEE APPROVAL

<b>Subject/Awardee:</b> On-Call Emergency, Disaster, and Biohazard Clean-up Services / Interstate Restoration, dba First Onsite	<b>Cost:</b> \$22,318.02
<b>Solicitation No:</b> Ratification	<b>Budgeted, Transferred, or Contingency:</b> Contingency
<b>On-Going Maintenance Cost:</b> n/a	<b>Funding Source:</b> 46104.77280

### Attached / Supporting Documents

**Exhibit "A"** – Interstate Restoration dba First Onsite Invoice No. 13220  
**Exhibit "B"** – Emergency purchase communications and Public Notice Posting

### BACKGROUND:

On April 13, 2023, JAA’s Police Department contacted the Risk & Safety Manager and Procurement for emergency remediation assistance for a biohazard clean-up located in the Police Department. Inasmuch as JAA was in the process of awarding contracts for the services at issue, it was deemed in the best interest of JAA to contact the awardees to request immediate response. Interstate Restoration, *dba* First Onsite, was the first awardee to respond and was immediately authorized to inspect and provide emergency services to remediate the area affected.

In accordance with JAA’s Procurement Code, Section 2.02(M) and 3.10, Procurement authorized First Onsite to respond and remediate the area. The final invoice as indicated by Exhibit "A" is below JAA’s formal threshold; however, Emergency purchases greater than \$12,000.00 must be reported and ratified by the Awards Committee and publicly posted for seven days.

### RECOMMENDATION:

**Public Safety and Security requests ratification of the emergency purchase of Biohazard Clean-Up and Restoration Services provided by Interstate Restoration, dba First OnSite, pursuant to Sections 2.02(M) and 3.10 of JAA’s Procurement Code, in the amount of \$22,318.02. Contingency funds were requested for this purchase and transferred to 46104.77280.**



# SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Verification of Funding	
<b>Title:</b>	Larry "Chip" Monts Director, Public Safety & Security
<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> ).

<b>ORIGINATED AND SUBMITTED FOR APPROVAL BY:</b>	
Larry "Chip" Monts Director, Public Safety & Security	_____ Signature and Date
<b>PROCUREMENT REVIEW:</b>	
Marilyn V. Fryar Contract Administrator	_____ Signature and Date
LeNedda Edwards Director of Procurement	_____ Signature and Date
<b>SUBMITTED FOR APPROVAL:</b>	
Tony Cugno Chief Operating Officer	_____ Signature and Date

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

Meeting Date: Monday, August 21, 2023

\_\_\_\_\_   
Recording Secretary

**CEO APPROVAL:**

Mark VanLoh  
Chief Executive Officer

\_\_\_\_\_   
Signature and Date

<p><b>CONDITIONS OF APPROVAL, IF ANY</b> (<i>if over \$325,000.00, Board approval or ratification must be made pursuant to Sec 332.0075(3)(b), Florida Statutes</i>):</p>
---



# JACKSONVILLE AVIATION AUTHORITY AWARDS COMMITTEE MEETING AGENDA

AUGUST 21, 2023

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 4: AC2023-08-04

**Strategic Planning Consultant Services**  
**Vendor: The Southern Group of Florida, Inc.**  
**(Cost: \$384,000.00 Funding: 25001.77230)**

## SUBMISSION FOR AWARDS COMMITTEE APPROVAL

**Subject/Awardee:** Strategic Planning Consultant Services / The Southern Group of Florida, Inc. **Cost:** \$384,000.00

**Solicitation No:** RFP No. 23-20-25001 **Budgeted, Transferred, or Contingency:** Budgeted

**On-Going Maintenance Cost:** n/a **Funding Source:** 25001.77230

### Attached / Supporting Documents

**Exhibit "A"** – Scope of Services, Evaluation Matix and SPIS

**Exhibit "B"** – The Southern Group Proposal Forms

### BACKGROUND:

The current contract for strategic planning consultant services expires on September 30, 2023. Procurement issued Request for Proposal (RFP) No. 23-20-25001 on July 6, 2023, to re-solicit a new five-year contract for strategic planning consulting, community outreach, and business development such as consultation and expert facilitation of meetings, processes, and other critical tasks as it relates to issues of interest to JAA.

JAA received one proposal from The Southern Group of Florida, Inc., which is the current incumbent. Nevertheless, the proposal was evaluated and scored in alignment with procurement procedures. The Southern Group of Florida, Inc. was deemed responsive and responsible, based on experience, qualifications, project organization, staffing and proposed fees. Inasmuch as the RFP was publicly advertised through Demandstar.com and the JAA bidding opportunities website, the sole proposer is the incumbent. External Affairs and Procurement are of the opinion that re-solicitation would not yield any additional competitive proposals.

### RECOMMENDATION:

**External Affairs recommends that an award be made to The Southern Group of Florida, Inc., the sole proposer in response to RFP No. 23-20-25001, to perform strategic planning consulting, community outreach, business development, and related services, in a potential not-to-exceed amount of \$384,000.00, over a five-year term beginning October 1, 2023, all in JAA's sole discretion based on the vendor's performance, adherence to contract terms and conditions and approved budgeted funds.**

# SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Verification of Funding	
<b>Title:</b>	Michael D. Stewart, VP of External Affairs
<b>Signature:</b>	I have verified that there are budgeted funds in the above-referenced funding source that are sufficient to cover the amount of this award submission ( <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> ).

<b>ORIGINATED AND SUBMITTED FOR APPROVAL BY:</b>	
Michael D. Stewart VP of External Affairs	_____
	Signature and Date
<b>PROCUREMENT REVIEW:</b>	
LeNedda Edwards Procurement Director	_____
	Signature and Date
<b>SUBMITTED FOR APPROVAL:</b>	
Michael D. Stewart VP of External Affairs	_____
	Signature and Date

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

Meeting Date: Monday, August 21, 2023

\_\_\_\_\_

Recording Secretary

**CEO APPROVAL:**

Mark VanLoh  
Chief Executive Officer

\_\_\_\_\_

Signature and Date

<p><b>CONDITIONS OF APPROVAL, IF ANY</b> (<i>if over \$325,000.00, Board approval or ratification must be made pursuant to Sec 332.0075(3)(b), Florida Statutes</i>):</p>   
---