

AGENDA
BOARD OF DIRECTORS MEETING
September 25, 2017
9:00 A.M.

- I. Pledge of Allegiance/Moment of Silence** Mr. John Falconetti
- II. Approval of Minutes**
Board of Directors Meeting Minutes August 28, 2017
- III. Public Comments**
- IV. Reports**
- | | | |
|--------------------|--|---------|
| R2017-09-01 | Interim CEO report by Eric Green | As info |
| R2017-09-02 | Engineering and Construction Update by Chris Kauffmann | As info |
| R2017-09-03 | Monthly Financials/Vital Statistics by Mike Poole | As info |
| R2017-09-04 | Business Development Report by Roy Schleicher | As info |
- V. New Business**
- AC2017-09-01** Retrofit Metal Roof System at AMPORTS B14 & B15
Presented by Chris Kauffmann
- Korn Ferry Presentation - Mr. Ken Bloom & Mr. Zak Deming
- VI. Other Business**
- Approval of Travel – Chairman Citrano recommends approval of travel by one or more Board Members and/or employees of the Authority for business solicitation purposes or to attend any necessary conferences during the month of October, 2017.
- VII. Miscellaneous**
- Emergency Purchases – See Exhibit A attached
Unbudgeted Transactions - None
- VIII. Adjourn**



PROCEDURES AND GUIDELINES

STATEMENT OF EMERGENCY
REQUEST FOR EMERGENCY PROCUREMENT

Date: September 12, 2017 Date / Time Emergency Occurred: During Hurricane Irma Cost Center: 035-5830

General description of item/services required: The fueling canopies located at the Talleyrand Marine Terminal were badly damaged by the high winds of Hurricane Irma during September 11, 2017. These canopies were unsafe and presented a safety hazard for employees and a fire safety hazard for the fuel stations located directly below. Under an emergency order, JAXPORT contacted contractor Hal Jones to remove the fuel station canopies and secure fueling stations in order to allow Southeast Toyota to work in the area.

Suggested Sources: Hal Jones

What is maximum time available to obtain item/services? Hurricane Irma - Emergency

Justification for Emergency Purchase: See above explanation

Vendors contacted for quotes: Hal Jones was the closest contractor available and able to perform these services.

What action can be taken to prevent this emergency in the future? N/A (Irma Hurricane - Emergency)

Requested by: Paul Soares and Doug Menefee

Department Manager Approval: *Doug Menefee*

Next Level Director: *PS*

Purchase Order Number: 3162

Amount: \$12,000 (NTE)

Vendor Number: 9276

Vendor Name: Hal Jones Contractors, Inc.

Corrective action taken to prevent future emergencies: N/A (Irma Hurricane - Emergency)

Approved by: *Jessie Parayo*

Director of Procurement Services

Date: 9/16/17

Approved by: *E. J. F.*

Chief Executive Officer

Date: 9/18/17

ALL EMERGENCY PURCHASES WILL BE APPROVED IN ACCORDANCE WITH FORMAL -INFORMAL BID THRESHOLDS ESTABLISHED ON SECTION 3-104 -12 OF PUR-224