

**JEA BOARD MINUTES**  
**April 2, 2019**

The JEA Board held a Special Board meeting on Tuesday, April 2, 2019, on the 19<sup>th</sup> Floor, 21 W. Church Street, Jacksonville, Florida. Present were Alan Howard, Frederick Newbill, April Green and Camille Johnson. Kelly Flanagan recused herself due to her position with one of the bidding organizations. John Campion was absent and excused.

**Agenda Item I – Welcome**

- A. The meeting was **called to order** at 2:00 PM by Chair Howard.
- B. A **Moment of Reflection** was observed by all.
- C. The **Pledge of Allegiance** was led by Chair Howard.
- D. **Adoption of Agenda** – The agenda was approved on **motion** by Secretary Newbill and second by Ms. Green.
- E. The **Safety Briefing** was given by Aaron Zahn, Managing Director/Chief Executive Officer.
- F. **Sunshine Law/Public Records Statement** – Lawsikia Hodges, Office of General Counsel (OGC), stated this Board Meeting is being held in compliance with Florida's Government in the Sunshine Law, §286.011. The complete statement can be found in section I. F. of the Board package.

**Agenda Item II – Operations (Discussion/Action)**

- A. **Corporate Headquarters** – Alan Howard, Board Chair, thanked those involved in the four year process that brought JEA to this point.
- B. **Overview and Evaluation to Date** – Nancy Veasey, Director, Special Projects provided an overview of the responses and the short-list milestones. Ms. Veasey further provided a location overview with the current location and the three short-listed candidates compared as to site, layout, parking and other factors. Ms. Veasey presented a comparison of the three short-listed candidates as relates to local labor, Local, Small, Women-owned & Disadvantaged Business Enterprise (LSMWDBE) participation and Jacksonville Small & Emerging Business (JSEB) goals. A criteria summary was presented with the categories of Qualitative Summary, Presentation & Interview and Quantitative Summary. The rankings in the categories were as follows:

**Qualitative Summary:** Adams Street, Lot J and Kings Avenue

**Presentation and Interview:** Adams Street, Lot J and Kings Avenue

**Quantitative Summary:** Lot J, Kings Avenue and Adams Street

**Total Points Pending Board Scoring:** Adams Street, Lot J, Kings Avenue

Michael Harrell, CBRE, discussed the cost summary for the quantitative scores and advised that adjustments were made to create a level playing field including adjusting for a 190K square foot facility all based on a 15-year lease.

David Edwards, Edwards Cohen, discussed the lease negotiations process and reviewed the lease issues summary, identifying significant issues and a number of major issues that would need to be addressed prior to completing lease negotiations.

Stewart Green, CBRE, discussed critical milestones from negotiations start to occupancy and CBRE's role in the process.

**C. Comments from the Public**

- 1) Sarah Boren – discussed and encouraged LEED certification for JEA's new location
- 2) Michael Balanky – one of the bidders completed a speaker card but agreed to speak at the time appointed for them

**D. Questions & Answers**

The Board engaged in a question and answer session, first asking questions of Nancy Veasey and CBRE and then with each of the bidding organizations. Representing the organizations were Paul Hardin from Iguana/Cordish regarding Lot J, Mike Balanky for Kings Avenue Station and Doug Dieck from Ryan Companies for Adams Street.

**E. Board Scoring Instructions and Scoring**

Chair Howard provided instructions for Board scoring and opened discussions on the process. The Chair advised that Board Member Flanagan was not present due to her employment with one of the bidding organizations. The Board Members reflected on the proposals and provided their scores to Juli Crawford, Director, Financial Planning & Analysis and Elaine Selders, Senior Purchasing Agent for tabulation and compilation with the prior scoring from staff and CBRE.

Nancy Veasey announced the following scores:

Lot J – Board Score: 69.25 – Final Score: 568.25

Kings Avenue – Board Score: 63.25 – Final Score: 534.25

Adams Street – Board Score 78.75 – Final Score: 585.75

Juli Crawford concurred with the findings.

**F. Board Authorization to Proceed with Negotiations with Highest Ranked Firm and Other Decisions**

**Resolution 2019-03**

**A RESOLUTION OF THE JEA APPROVING THE FINAL RANKINGS FOR INVITATION TO NEGOTIATE NO. 010-19 ISSUED ON OCTOBER 15, 2018: AUTHORIZING AND DIRECTING THE CEO AND MANAGING DIRECTOR OF JEA, OR HIS DESIGNEE, TO NEGOTIATE A LEASE WITH THE HIGHEST RANKED FIRM BASED ON THE FINAL RANKINGS, SUBJECT TO CERTAIN FEES AND CONDITIONS.**

On **motion** from Secretary Newbill and second by Ms. Johnson, Resolution 2019-03 was approved, authorizing negotiations to begin with Ryan Companies representing the Adams Street location.

**Agenda Item VIII – Closing Considerations**

**A. Announcements** – Next Board Meeting – April 23, 2019

**B. Adjournment**

*With no further business claiming the attention of the Board, Chair Howard adjourned the meeting at 4:52 PM.*

APPROVED BY:

\_\_\_\_\_  
SECRETARY

DATE: \_\_\_\_\_

Board Meeting recorded by:

\_\_\_\_\_  
Cheryl W. Mock, Executive Assistant