

JEA SPECIAL BOARD MEETING AGENDA

February 5, 2019 • 11:00 a.m.



I.	WELCOME	
	A.	Call to Order
	B.	Time of Reflection
	C.	Pledge to Flag
	D.	Adoption of the Agenda – Action
	E.	Safety Briefing – Aaron Zahn, Managing Director/CEO
	F.	Sunshine Law/Public Records Statement – Jody Brooks, Vice President & Chief Legal Officer

II.	OPERATIONS (DISCUSSION / ACTION)		
	Definition: The “Operations” section of the Board Meeting is for business matters requiring Board discussion and action.		
	Item(s)		Speaker/Title
			Discussion Action/Information
	A.	Corporate Headquarters	Alan Howard, Board Chair
	Process Timeline Update	Nancy Veasey, Director Special Projects	Information
	Presentations from Shortlist Candidates <ul style="list-style-type: none"> Jacksonville 1-C Parcel One Holding Company Kings Avenue Station, LLC Ryan Companies US, Inc. 30 minutes each group – 20 minutes Presentation/10 minutes Q&A	ITN Short-list Respondents	Information

III.	COMMENTS / PRESENTATIONS	
	Item(s)	Speaker/Title
	A.	Comments from the Public

IV.	CLOSING CONSIDERATIONS	
	Item(s)	
	A.	Announcements – Next Board Meeting February 26, 2019
	B.	Adjournment

Board Calendar

Board Meetings: 9:00 a.m. – Fourth Tuesday of Every Month (exception(s): November 19, 2019 and December 17, 2019)

Committees: Finance & Audit Committee: March 18, 2019
 Compensation Committee: TBD
 Government Affairs Committee: TBD
 Nominating Committee: TBD



INTER-OFFICE MEMORANDUM

January 31, 2019

SUBJECT: CORPORATE HEADQUARTERS – CAMPUS UPDATE

FROM: Aaron F. Zahn, Managing Director/CEO

TO: JEA Board of Directors

BACKGROUND:

JEA released a solicitation in October 2018 for its corporate headquarters. This new campus is needed to address business continuity risks while meeting our headquarter needs in a cost-efficient manner. The Board provided input on qualitative selection criteria at the July and August 2018 Board meetings that will be used to score options received through a competitive solicitation.

The goal is to provide the best solution for JEA's current and future business needs and continue to allow JEA to attract and retain an engaged workforce.

DISCUSSION:

The process schedule has been adjusted and has been communicated to the short-list respondents.

January 8 – Responses received. JEA and CBRE evaluated responses against the criteria developed by the Board and developed a recommended short list of top ranked respondents.

January 22 – Shortlist announced at the regularly-scheduled JEA Board meeting.

February 5 - Special meeting of the JEA Board to hear presentations from the short-list respondents and receive public comment.

March 11 – Best and Final Offers (BAFOs) due

Week of April 8 – Special meeting of the JEA Board to make selection, pending negotiation of full terms and conditions. At this special meeting, Board members will receive information including question and answer periods with the short-list respondents, staff's summary analysis of the responses and CBRE's financial analysis. Board members will then add points, specifically allocated to the Board for award based on the materials and presentations from this special meeting, to staff's evaluation to produce the final result and ranking.

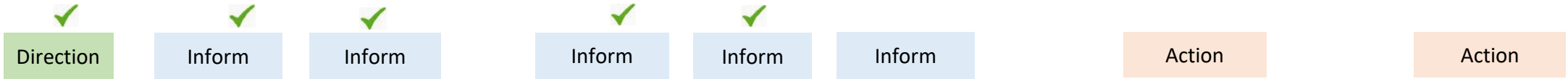
Summer 2019 – Final contract presented to the Board for approval. Once a selection has been approved by the Board, CBRE and JEA will negotiate full terms with the selected respondent for presentation of a final contract in the summer.

RECOMMENDATION:

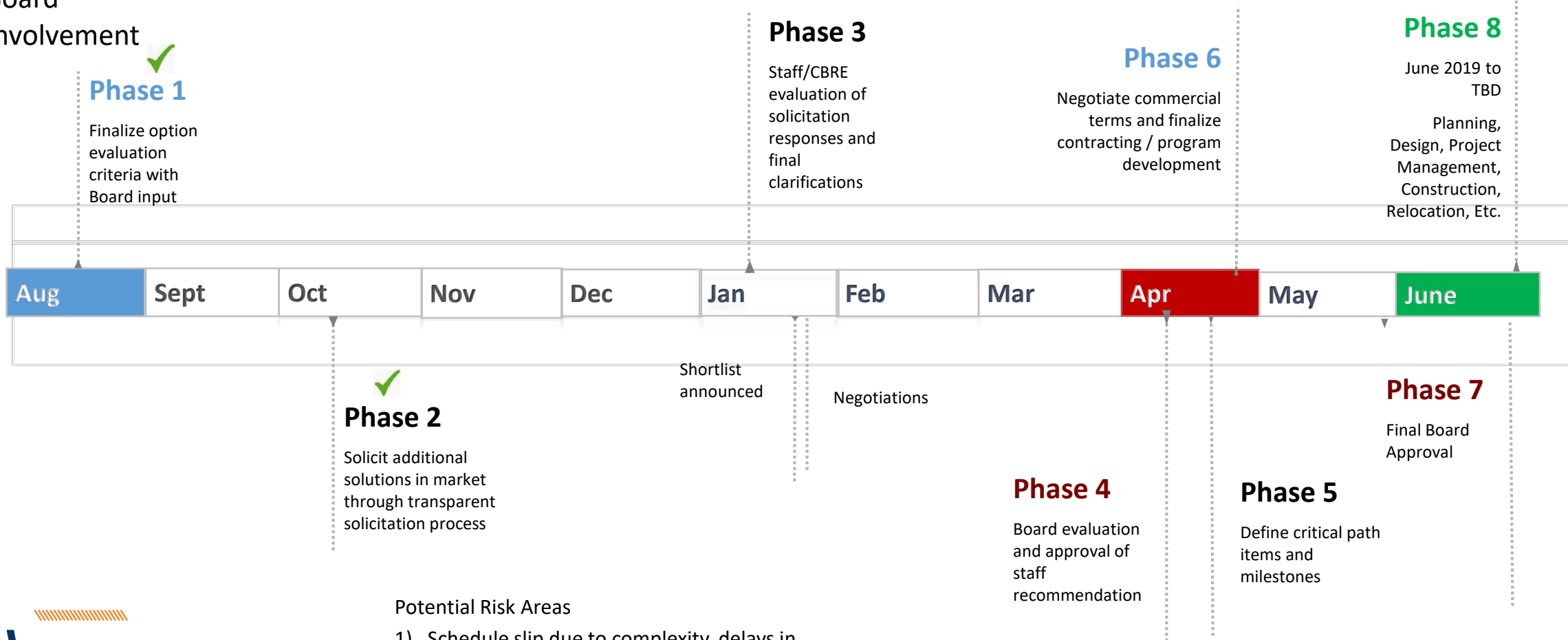
This item is to update process, hear presentations and receive public comment/input.

Aaron F. Zahn, Managing Director/CEO

AFZ/MHD



Board Involvement



Potential Risk Areas

- 1) Schedule slip due to complexity, delays in project control and developer approvals
- 2) Finalizing scope allocation and subsequent capital spend estimates during planning & negotiations

