SUBJECT: PIGGYBACK RFP 18-16 BY REGION 14 EDUCATION SERVICE CENTER (REGION 14 ESC) AND MASTER AGREEMENT CONTRACT NUMBER 02-45 FOR HVAC EQUIPMENT, INSTALLATION, SERVICE, ETC.

BID #: PSC-0514-19 **OPEN DATE:**

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT: PIGGYBACK CONTRACT- FROM DATE OF AWARD THROUGH AUGUST 31, 2019 WITH TWO (2) ONE (1) YEAR RENEWAL PERIODS

AGENCY: PUBLIC BUILDINGS

BASIS OF AWARD: PER PIGGYBACK CONTRACT

NUMBER OF BIDS INVITED: ( ) **NUMBER RECEIVED:** ( ) **OTHER** ( )

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to utilize the fourth and final renewal option for RFP 18-16 by Region 14 Education Service Center (Region 14 ESC) and Master Agreement Contract 02-45 with Waibel Energy Systems. The designated partner and regional vendor of Waibel Energy Systems will be Brooks Building Solutions, Inc (contract #10657), for HVAC Equipment, Installation, Service & Related Products on an as needed basis. Period of Service will be from September 1, 2020 through August 31, 2021. Total annual estimated expenditure amount will be $1,000,000.00, for a total award amount not-to-exceed $1,750,000.00.

This award is to be funded by various accounts dependent on funding and executed by formal contract amendment through the Office of General Counsel and processed by individual releases against a blanket purchase order.

Attachments: Recommendation Memo, Region 14 ESC Renewal Letter, Waibel Energy Systems and Letter of Renewal, Waibel Letter of Renewal, NCPA Letter of Renewal, Brooks Buildings Letter of Renewal, Brooks Building Insurance Certificate, Previous Award(s)

BUYER: _____ **RESPECTFULLY SUBMITTED** _____
MARILYN LAIDLER GREGORY PEASE, CHIEF
PROCUREMENT DIVISION

CONCURRENCE BY: **Roy Birbal, Chief, Public Buildings Division**

(ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS)
ACTION OF GGAC COMMITTEE ON RECOMMENDATIONS ABOVE

MEMBERS APPROVING ____ MEMBERS DISAPPROVING ____ DATE: _____

_____ _____ OTHER: _____

_____ _____

_____ _____

ACTION OF AWARDING AUTHORITY DATE _____

APPROVED _____ DISAPPROVED _____

OTHER _____

SIGNATURE OF AUTHENTICATION _____

City of Jacksonville, Florida

ONE CITY. ONE JACKSONVILLE.

Lenny Curry, Mayor

Department of Public Works
Public Buildings Division
555 W. 44th Street
Jacksonville, FL 32208
(904) 255-4343
www.coj.net

August 4, 2020

MEMORANDUM

TO: Gregory W. Pease, Chief
Procurement Division

THRU: John P. Pappas, P.E., Director

FROM: Roy Birbal, Chief

SUBJECT: PSC-0514-19 Brooks Building Solutions, Inc. – Renewal and Increase Award Request Piggybacking Region 14 Education Service Center (Region 14 ESC) RFP 18-16 and Master Agreement Contract Number 02-45 with Waibel Energy Systems for HVAC Equipment, Installation, Service, & Related Products (Supplement) made available and administered by the National Cooperative Purchasing Alliance (NCPA).

Region 14 Education Service Center (Region 14 ESC) and Waibel Energy Systems have agreed to renew the competitively solicited RFP 18-16 award and subsequent Master Agreement Contract Number 02-45 for the fourth of four possible annual renewals effective September 1, 2020 through August 31, 2021 with said agreement continuing to be made available and administered by the National Cooperative Purchasing Alliance (NCPA).

Waibel Energy Systems continues to partner with Brooks Building Solutions, Inc. as their designated partner and regional vendor in the Jacksonville, FL area/territory for HVAC Equipment, Installation, Service, & Related Products.

Accordingly, the Public Buildings Division recommends approval to utilize the fourth of four annual renewal options to continue piggybacking on Master Agreement Contract Number 02-45 and RFP 18-16 with Brooks Building Solutions, Inc. on an as needed basis and increase the maximum indebtedness by One Million Dollars ($1,000,000.00) resulting in a revised maximum indebtedness of $1,750,000.00.

If approved, funding will be encumbered by individual releases against the master blanket, dependent on funding, the appropriate account and fiscal year and documented by the execution of Amendment 2 to City Contract 10657 through the Office of General Counsel.

Your assistance in concurring with this recommendation for the respective award would be appreciated.
Any questions or concerns can be directed to Jim Lange in Public Buildings at 255-4340.

Attachments:

1. Region 14 ESC Renewal Notice to Waibel Energy Systems and Letter of Renewal
2. Waibel Energy Systems Letter of Renew
3. National Cooperative Purchasing Alliance (NCPA) Letter of Renewal
4. Brooks Building Solutions, Inc. Letter of Renewal
5. Brooks Building Solutions, Inc. Certificate of Insurance
6. Prior Award

cc: Ann Brackin, Public Works Contracts & Finance Manager
Marilyn Laidler, Purchasing Analyst
Jim Lange, Contract Administration Coordinator

Region XIV Education Service Center

1850 Highway 351
Abilene, TX 79601-4750
325-675-8600
FAX 325-675-8659

Friday, May 1st, 2020

Waibel Energy Systems
ATTN: David Crosley
815 Falls Creek Drive
Vandalia, OH 45377

Re: Annual Renewal of NCPA contract #02-45

Dear David:

Region XIV Education Service Center is happy to announce that Waibel Energy Systems has been awarded an annual contract renewal for HVAC Equipment, Installation, Service, & Related Products (Supplemental) based on the proposal submitted to Region XIV ESC.

The contract will expire on August 31st, 2021, completing the fifth year of a possible five-year term. If your company is not in agreement, please contact me immediately.

If you have any questions or concerns, feel free to contact me at 325-675-8600.

Sincerely,

Shane Fields

Shane Fields
Region XIV, Executive Director

EDUCATION SERVICE CENTER
REGION XIV

1850 Highway 351
Abilene, Texas
79601-4750
325-675-8600
Fax 325-675-8659

Mr. Jim Lange
Contract Administrator
Public Works / Public Buildings Division
City of Jacksonville
555 W. 44th Street
Jacksonville, Florida 32208

RE: Renewal of competitively solicited RFP # 18-16 by Region 14 Education Service Center (Region 14 ESC) and Master Agreement Contract Number 02-45 made available and administered by the National Cooperative Purchasing Alliance (NCPA) between Region 14 ESC and Waibel Energy Systems for HVAC Equipment, Installation, Service, and Related Products (Supplement) for the period September 1, 2020 through August 31, 2021.

Dear Mr. Lange,

Region 14 ESC and Waibel Energy Systems have agreed to renew the aforementioned agreement for the fifth year of a possible total five-year term beginning September 1, 2020 through August 31, 2021 per the attached renewal letter dated May 1, 2020 from Region 14 ESC under the current terms and conditions.

As indicated in the RFP # 18-16 response, Waibel Energy Systems has partnered with Brooks Building Solutions, Inc. as a regional vendor to represent the products and services provided by Waibel Energy Systems in the Jacksonville, FL area / territory.

Thank you,

Emily Jeffrey
Chief Financial Officer
Region 14 Education Service Center
(325) 675-7003

WAIBEL
ENERGY SYSTEMS

July 31th, 2020

Mr. Jim Lange
Contract Administrator
Public Works/Public Buildings Division
City of Jacksonville
555 W. 44th Street
Jacksonville, Florida 32208

RE: Renewal of competitively solicited RFP # 18-16 by Region 14 Education Service Center (Region 14 ESC) and Master Agreement Contract Number 02-45 made available and administered by the National Cooperative Purchasing Alliance (NCPA) between Region 14 ESC and Waibel Energy Systems for HVAC Equipment, Installation, Service, & Related Products (Supplement) for the period September 1, 2020 through August 31, 2021.

Dear Mr. Lange,

Region 14 ESC and Waibel Energy Systems have agreed to renew the aforementioned agreement for a Fifth year of a possible total five year term beginning September 1, 2020 through August 31, 2021 per the attached renewal letter from Region 14 ESC under the current terms and conditions.

Waibel Energy Systems hereby extends to the City of Jacksonville the opportunity to continue piggybacking on Master Agreement Contract Number 02-45 in connection with RFP # 18-16 for HVAC Equipment, Installation, Service & Related Products awarded to Waibel Energy Systems on an as needed basis.

As indicated in our RFP # 18-16 response, Waibel Energy Systems has partnered with Brooks Building Solutions, Inc. as our regional vendor to represent the products and services provided by Waibel Energy Systems in the Jacksonville, FL area/territory.

The partnership between Brooks Buildings Solutions, Inc. and Waibel Energy Systems is currently in good standing.

Please feel free to contact me with any questions or concerns.

Alex Waibel
Vice President, Waibel Energy Systems
Alex.waibel@buildinglogix.net
(C) 937-603-8564

NCPA

National Cooperative Purchasing Alliance

Mr. Jim Lange
Contract Administrator
Public Works/Public Buildings Division
City of Jacksonville
555 W. 44th Street
Jacksonville, Florida 32208

RE: Renewal of competitively solicited RFP # 18-16 by Region 14 Education Service Center (Region 14 ESC) and Master Agreement Contract Number 02-45 made available and administered by the National Cooperative Purchasing Alliance (NCPA) between Region 14 ESC and Waibel Energy Systems for HVAC Equipment, Installation, Service, & Related Products (Supplement) for the period May 1, 2020 through August 31, 2021.

Dear Mr. Lange,

Region 14 Education Service Center (Region 14 ESC) and Waibel Energy Systems have agreed to renew the aforementioned agreement for a fifth year of a possible total five year term beginning May 1, 2020 through August 31, 2021 under the current terms and conditions.

Region 14 ESC, as the lead public agency on behalf of itself and all states, local governments, school districts, and higher education institutions in the United States of America, and other government agencies and non-profit organization ("Public Agency" or collectively "Public Agencies") partnered with NCPA to make the resultant Master Agreement Contract Number 02-45 available to all participating agencies in the United States.

The National Cooperative Purchasing Alliance will continue to administer the aforementioned agreement and hereby extends the opportunity to the City of Jacksonville to continue piggybacking on said agreement for the above referenced time period.

As indicated in the RFP # 18-16 response, Waibel Energy Systems has partnered with Brooks Building Solutions, Inc. as a regional vendor to represent the products and services provided by Waibel Energy Systems in the Jacksonville, FL area/territory.

Sincerely,

Matthew Mackel
Director, Business Development

National Cooperative Purchasing Alliance
P.O. Box 701273, Houston, TX 77270 | 888.543.6515 | info@ncpa.us

Brooks
Building Solutions

Mr. Jim Lange

July 30, 2020

Contract Administrator
City of Jacksonville, Florida
555 W. 44th Street
Jacksonville, Florida 32208

RE: Brooks Building Solutions, Inc.
City Contract 10657 (PSC-0514-19) – Renewal

Utilizing competitively solicited RFP # 18-16 by Region 14 Education Service Center (Region 14 ESC) and Master Agreement Contract Number 02-45 made available and administered by the National Cooperative Purchasing Alliance (NCPA) between Region 14 ESC and Waibel Energy Systems for HVAC Equipment, Installation, Service, & Related Products (Supplement) for the period September 1, 2020 through August 31, 2021.

Dear Mr. Lange,

Region 14 ESC and Waibel Energy Systems have agreed to renew the aforementioned award and agreement for a fourth year of a possible total five year term beginning September 1, 2020 through August 31, 2021 under the current terms and conditions.

Brooks Building Solutions, Inc. would like renew City Contract 10657 in connection with City Bid PSC-0514-19 for HVAC Equipment, Installation, Service, & Related Products on an as needed basis for the period September 1, 2020 through August 31, 2021 under the current terms and conditions.

As indicated in the RFP # 18-16 response, Waibel Energy Systems has partnered with Brooks Building Solutions, Inc. to be part of the RFP response to represent the products and services provided by Waibel Energy Systems in the Jacksonville, FL area/territory.

Brooks Building Solutions, Inc. will continue to provide the City of Jacksonville the same terms, conditions and pricing as provided in the aforementioned documents while they remain in effect.

Sincerely,

H. Neff Jenkins, P.E.
President

Corporate | 4501 Beverly Avenue | Jacksonville, FL 32210 | P 904.642.5303 | F 904.641.8722 |
Tallahassee | 2815-1 Industrial Plaza Dr. | Tallahassee, FL 32301 | P 850.701.2350 | F 850.701.2355
FL: CA C058729 HVAC EQUIPMENT | BUILDING AUTOMATION | ENERGY SOLUTIONS | SERVICE | PARTS GA: CN 208606

ACORD®

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 7/31/2020

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER
Hub International Florida
10739 Deerwood Park Blvd Ste 200
Jacksonville FL 32256

CONTACT NAME: Jessica Rainey, AINS
PHONE (A/C, No, Ext): 904-446-3138 FAX (A/C, No): 904-396-7432
E-MAIL ADDRESS: Jessica.Rainey@Hubinternational.com

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A : Westfield Companies	24112
INSURER B : FFVA Mutual Insurance Company	10385
INSURER C : Old Dominion Insurance Company	40231
INSURER D : St. Paul Fire & Marine Insurance Company	24767
INSURER E : Markel American Insurance Company	28932
INSURER F : Travelers Casualty and Surety Company	19038

INSURED BROOK-1
Brooks Building Solutions, Inc.
Brooks Air Systems, Inc.
4501 Beverly Ave.
Jacksonville FL 32210

COVERAGES

CERTIFICATE NUMBER: 172487257 REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X COMMERCIAL GENERAL LIABILITY	Y	Y	TRA4677509	9/11/2019	9/11/2020	EACH OCCURRENCE	$ 2,000,000
	CLAIMS-MADE X OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence)	$ 150,000
							MED EXP (Any one person)	$ 10,000
							PERSONAL & ADV INJURY	$ 2,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE	$ 4,000,000
	POLICY X PRO-JECT LOC						PRODUCTS - COMP/OP AGG	$ 4,000,000
	OTHER:							$
C	AUTOMOBILE LIABILITY	Y	Y	B2T5905S	9/11/2019	9/11/2020	COMBINED SINGLE LIMIT (Ea accident)	$ 1,000,000
	X ANY AUTO						BODILY INJURY (Per person)	$
	OWNED AUTOS ONLY / SCHEDULED AUTOS						BODILY INJURY (Per accident)	$
	X HIRED AUTOS ONLY / X NON-OWNED AUTOS ONLY						PROPERTY DAMAGE (Per accident)	$
								$
D	X UMBRELLA LIAB X OCCUR			ZUP-71M64901-19-NF	9/11/2019	9/11/2020	EACH OCCURRENCE	$ 5,000,000
	EXCESS LIAB CLAIMS-MADE						AGGREGATE	$ 5,000,000
	DED X RETENTION $ 10,000							$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY		Y	WC840-0020891-2019A	9/11/2019	9/11/2020	X PER STATUTE / OTH-ER	
	ANYPROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) Y/N: N	N/A					E.L. EACH ACCIDENT	$ 1,000,000
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE	$ 1,000,000
							E.L. DISEASE - POLICY LIMIT	$ 1,000,000
E	BR/ Installation Floater			MKLM3IM0049962	9/11/2019	9/11/2020	Any Single Location	200,000
F	Crime			106067344	9/11/2019	9/11/2020	Employee Theft	1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
City of Jacksonville, it members, officials, officers, employees and agents are named as additional insured on General Liability and Automobile Liability on a Primary & Non-Contributory basis. Waiver of Subrogation in favor of City of Jacksonville, it members, officials, officers, employees and agents applies to General Liability, Automobile Liability and Workers Compensation. 30 Day Notice of Cancellation to the City of Jacksonville applies to all policies.
BID #: CF-0183-19
Installation floater list city of Jacksonville, its members, officials, officers, employees and agents as a loss payee.

CERTIFICATE HOLDER

City of Jacksonville
City Risk Management Department
117 W. Duval Street Ste 335
Jacksonville FL 32202

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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SUBJECT: PIGGYBACK RFP 18-16 BY REGION 14 EDUCATION SERVICE CENTER (REGION 14 ESC) AND MASTER AGREEMENT CONTRACT NUMBER 02-45 FOR HVAC EQUIPMENT, INSTALLATION, SERVICE, ETC.

BID #: PSC-0514-19 **OPEN DATE:**

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT: PIGGYBACK CONTRACT- FROM DATE OF AWARD THROUGH AUGUST 31, 2019 WITH TWO (2) ONE (1) YEAR RENEWAL PERIODS

AGENCY: PUBLIC BUILDINGS

BASIS OF AWARD: PER PIGGYBACK CONTRACT

NUMBER OF BIDS INVITED: ( ) NUMBER RECEIVED: ( ) OTHER ( )

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to utilize first renewal option for RFP 18-16 by Region 14 Education Service Center (Region 14 ESC) and Master Agreement Contract 02-45 with Waibel Energy Systems. The designated partner and regional vendor of Waibel Energy Systems will be Brooks Building Solutions, Inc (contract #10657), for HVAC Equipment, Installation, Service & Related Products on an as needed basis. Period of Service will be from September 1, 2019 through August 31, 2020 with one (1) one (1) year renewal option remaining. Total annual estimated expenditure amount will be $500,000.00, for a total award amount not-to-exceed $750,000.00.

This award is to be funded by various accounts dependent on funding and executed by formal contract through the Office of General Counsel and processed by individual releases against a blanket purchase order.

Attachments: Recommendation Memo, Region 14 ESC Renewal Letter to Waibel Energy Systems and Letter of Renewal, Waibel Letter of Renewal, NCPA Letter of Renewal, Brooks Buildings Letter of Renewal, Brooks Building Insurance Certificate, Previous Award

BUYER: Marilyn Laidler
MARILYN LAIDLER

RESPECTFULLY SUBMITTED Greg Pease
GREGORY PEASE, CHIEF
PROCUREMENT DIVISION

CONCURRENCE BY: Roy Birbal, Chief, Public Buildings Division

(ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS)
ACTION OF GGAC COMMITTEE ON RECOMMENDATIONS ABOVE

MEMBERS APPROVING 3 MEMBERS DISAPPROVING Ø DATE: 7/25/19

Teresa R Eidson OTHER:

William Hill

James McCa

ACTION OF AWARDING AUTHORITY DATE 7/25/19

APPROVED ✓ DISAPPROVED

OTHER

SIGNATURE OF AUTHENTICATION

Brian Hughes
Chief Administrative Officer
For: Mayor Lenny Curry
Under Authority of:
Executive Order No: 2019-02

SUBJECT: PIGGYBACK RFP 18-16 BY REGION 14 EDUCATION SERVICE CENTER (REGION 14 ESC) AND MASTER AGREEMENT CONTRACT NUMBER 02-45 FOR HVAC EQUIPMENT, INSTALLATION, SERVICE, ETC.

BID #: PSC-0514-19 OPEN DATE:

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT: PIGGYBACK CONTRACT- FROM DATE OF AWARD THROUGH AUGUST 31, 2019 WITH TWO (2) ONE (1) YEAR RENEWAL PERIODS

AGENCY: PUBLIC BUILDINGS

BASIS OF AWARD: PER PIGGYBACK CONTRACT

NUMBER OF BIDS INVITED: ( ) NUMBER RECEIVED: ( ) OTHER ( )

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to piggyback RFP 18-16 by Region 14 Education Service Center (Region 14 ESC) and Master Agreement Contract 02-45 with Waibel Energy Systems. The designated partner and regional vendor of Waibel Energy Systems will be Brooks Building Solutions, Inc., for HVAC Equipment, Installation, Service & Related Products on an as needed basis. Period of Service will be from date of award through August 31, 2019, with two (2) one (1) year renewal option remaining. Total award amount not-to-exceed $250,000.00.

This award is to be funded by various accounts dependent on funding and executed by formal contract through the Office of General Counsel and processed by individual releases against a blanket purchase order.

Attachments: Recommendation Memo, Brooks Building Solutions Letter, Waibel Energy Systems Letter, Region 14 Letter of Invitation to bid letter to Piggyback, NCPA Letter of ITB to piggyback, Exhibit A, RFP 18-16

BUYER: MARILYN LAIDLER RESPECTFULLY SUBMITTED GREGORY PEASE, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: Roy Birbal, Chief, Public Buildings Division

(ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS)
ACTION OF GGAC COMMITTEE ON RECOMMENDATIONS ABOVE

MEMBERS APPROVING 3 MEMBERS DISAPPROVING Ø DATE: 5/30/19

OTHER:

ACTION OF AWARDING AUTHORITY DATE 5/30/19

APPROVED DISAPPROVED

OTHER

SIGNATURE OF AUTHENTICATION

Sam E. Mouser
Chief Administrative Officer
For: Mayor Lenny Curry
Under Authority of:
Executive Order No. 2015-05