

Procurement Code Exemption Community Outreach - Customer and Community Engagement

This JEA Procurement Code Exemption relates to all goods and services needed to support and manage JEA's "Community Outreach" initiatives and activities. For purposes of this procurement directive, "Community Outreach" means any activities authorized in Section 21.04(y) of Article 21 (JEA), City of Jacksonville Charter and other activities regarding JEA or JEA's community brand that inform, engage, and educate JEA customers and the communities that JEA serves. Examples of Community Outreach events include, without limitation, Corporate and Stakeholder Partnerships (including memberships), JEA Speakers Bureau, JEA Facility Tours, and JEA Community Event Participation. JEA's Customer & Community Engagement staff approves cooperative programs between JEA and other public and private entities, including for profit and non-profit organizations, and JEA customer groups. JEA's involvement with Community Outreach is authorized by the JEA Charter, as is cooperative programs and partnerships that enhance JEA's brand reputation and serve to educate our customers and community on JEA's services, programs and making doing business with JEA easier and more affordable. JEA recognizes that the procurement of these types of goods and services is sufficiently different from the procurement of other supplies and services required by JEA. The Chief Customer Officer shall determine whether to procure supplies and services under this procurement exemption, or as time constraints allow, obtained under the JEA Procurement Code.

	Agreement Amount	Contract Signatory Authority
Contracts for the Procurement of Community Outreach Supplies and Services	> \$50,000,000	JEA Board (Per Delegation of Authority)
	\$10,000,000 to \$50,000,000	Chief Executive Officer
	\$1,000,000 to \$10,000,000	Chief Financial Officer <u>and</u> Chief Customer Officer
	\$1,000,000 or less	Chief Customer Officer
	< \$500,000	Director, Customer & Community Engagement

All enabling agreements should be reviewed and approved by the Office of General Counsel prior to signature.

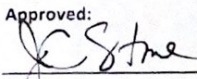
Documentation

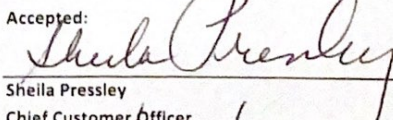
	Agreement Amount	Term	Responsible Party
Responsible for Retaining Procurement and Contract Documentation	Any Amount	Any	Director, Customer & Community Engagement

Procurement Methodology

Type of Procurement	Agreement Amount	Approving Entity	Procurement Guidelines
Accelerated Bids	Any Amount	Director, Customer & Community Engagement	If a short procurement timeframe is required, the JEA business unit may use an accelerated bid process to sell or procure supplies or services covered by this procurement exemption by issuing a solicitation via email to prospective bidders. Under this procurement method, staff of the VP & Chief Customer Officer will receive bids directly from the bidders for quick evaluation and award of a contract.
Unsolicited Offers	Any Amount	Director, Customer & Community Engagement	JEA may enter into contracts based on unsolicited offers for supplies or services covered by this procurement exemption without using a competitive bidding process. JEA may engage in negotiations with the party that provided the unsolicited offer to improve the terms, conditions and/or pricing. JEA will be allowed to take advantage of unsolicited offers when such procurements are determined to provide operational and/or economical advantage to JEA and acceptance of such offer is in JEA's best interest.
Collaborative Procurement Agreements	Any Amount	Director, Customer & Community Engagement	JEA may participate in, sponsor, conduct, or administer a collaborative procurement agreement for the procurement or sale of supplies or services covered by this procurement exemption, with one or more public or utility industry partners in accordance with an agreement entered into between the participants, when such action is deemed to be in the JEA's best interest.

I hereby delegate contract signature authority to the JEA personnel as provided herein.

Approved:

 Jay Stowe
 Managing Director CEO
 Date:

Accepted:

 Sheila Pressley
 Chief Customer Officer
 Date: 9/30/2021

Procurement Code Exemption			
Electric System Procurement Directive - Sale of JEA-Owned Transmission and Ancillary Services			
Scope of Procurement Exemption: It is JEA's policy to sell transmission and ancillary services, in accordance with JEA's Transmission Tariff and FERC orders, on the JEA Open Access Same-time Information System (OASIS). JEA is an owner of the Florida OASIS with other Florida utilities, which is a system that facilitates the marketing of transmission capacity to eligible transmission customers in a non-discriminative manner.			
Tariff			
The JEA Board has approved a tariff for the sale of transmission and ancillary services.			
Enabling Agreements & Blanket Agreements			
Included in the tariff are Enabling Agreements which are negotiated by JEA and includes Blanket Use Agreements which are templates for sales agreement with other utilities. The Enabling Agreements are executed prior to any business conducted on JEA's OASIS. Enabling Agreements set out the framework for how business is conducted including, but not limited to, transmission service studies, facility studies including any facility upgrades, and the payment of transmission and ancillary services.			
Transmission and Ancillary Services			
In accordance with FERC Orders, JEA will study and post its available transmission capacity on OASIS to facilitate transfers in, out or through the JEA electric system. JEA will sell its available transmission capacity to any transmission customer that has an Enabling Agreement with JEA. Transmission and ancillary services are sold per the tariff, the Enabling Agreement and online negotiations on OASIS. In the cases where there is no available transmission capacity and a request is made on OASIS, JEA will perform studies to determine what facility upgrades would be necessary to satisfy the request to any customer that executes the appropriate Enabling Agreements. Additional agreements may be needed to actually expand the system to satisfy the request.			
Approval Requirements			
Type of Agreement	Contract Type	Contract Signatory Authority	Maintains Documentation
Tariffs	Any	JEA Board	Senior Director, Energy Operations or designee
Enabling Agreements	Short-term Non-Firm	Blanket - Senior Director, Energy Operations (Note 1)	Senior Director, Energy Operations or designee
	Short-term Firm	Senior Director, Energy Operations	Senior Director, Energy Operations or designee
	Long-term Firm	VP Electric Systems	Senior Director, Energy Operations or designee
All enabling agreements should be reviewed and approved by the Office of General Counsel prior to signature.			
Note 1: Use of short-term transmission may be authorized on OASIS by the Operator on duty or higher.			

I hereby delegate contract signature authority to the JEA personnel as provided herein.

Approved:



Jay Stowe
Managing Director CEO

Date: September 30, 2021

Accepted:



Ricky Erixton
VP of Electric Systems

Date: September 30, 2021

Procurement Code Exemption			
Fuels Management Services Procurements - Procurement of Fuels, Emission Allowances, and Associated Transport			
Scope of Procurement Code Exemption: Fuel Management Services (FMS) Department develops and administers cost-effective strategies for the procurement of fuel, emission allowances, and associated transportation. JEA recognizes that the procurement of fuel, emission allowances and associated transportation is sufficiently different from the procurement of other supplies and services required by JEA. This procurement exemption supplements JEA's Procurement Code to provide JEA staff with the authority to make timely procurement commitments and to effectively participate in fuel, emission allowance, and transportation (including customs fees) markets. It governs the procurement of fuel, emission allowances and associated transportation notwithstanding any provision in JEA's Procurement Code or current Florida State Statute to the contrary.			
	Agreement Amount	Contract Signatory Authority	
Contracts or Approval for the Procurement or Sale of Fuels Management Services	> \$50,000,000	JEA Board (Per Delegation of Authority)	
	\$35,000,000 to \$50,000,000	Chief Executive Officer	
	\$20,000,000 to \$35,000,000	Chief Financial Officer <u>and</u> Chief Operating Officer	
	\$10,000,000 to \$20,000,000	VP Electric Systems	
	< \$10,000,000	Senior Director, Energy Operations	
All enabling agreements should be reviewed and approved by the Office of General Counsel prior to signature.			
Documentation			
	Agreement Amount	Term	Responsible Party
Responsible for Retaining Procurement and Contract Documentation	Any Amount	Any	Senior Director, Energy Operations or designee
Procurement Methodology			
Type of Procurement	Agreement Amount	Approving Entity	Procurement Guidelines
Accelerated Bids	Any Amount	Senior Director, Energy Operations	If a short procurement timeframe is required, the JEA business unit may use an accelerated bid process to procure generating fuel by issuing a solicitation via email to all those on the appropriate JEA's bidders list. All those on the Bidder's List shall receive the solicitation. Under this procurement method, JEA Fuels staff will receive bids directly from the bidders for quick evaluation and award of a contract.
Unsolicited Offers	Any Amount	Senior Director, Energy Operations	JEA may enter into contracts based on unsolicited offer for fuel, emissions allowances, and/or associated transportation of fuels without using a competitive bidding process. JEA may engage in negotiations with the party that provided the unsolicited offer to improve the terms, conditions and/or pricing. JEA will be allowed to take advantage of unsolicited offers when such procurements are determined to provide operational and/or economical advantage to JEA and acceptance of such offer is in JEA's best interest.
Collaborative Procurement Agreements	Any Amount	Senior Director, Energy Operations	JEA may participate in, sponsor, conduct, or administer a collaborative procurement agreement for the procurement of generating fuel, emission allowances, and/or associated transportation of generating fuels with one or more public or utility industry partners in accordance with an agreement entered into between the participants, when such action is deemed to be in the JEA's best interest. Note -JEA's natural gas supply and hedging instruments are procured under a Cooperative Agreement with TEA, and the Cooperative Agreement dictates JEA's day to day purchases of natural gas.
Loan or Sale	Any Amount	Senior Director, Energy Operations	JEA may loan or sell Generating Fuels, Air Emission Allowances and/or transportation of Generating Fuels when it is in the best interest of JEA to do so. JEA will be reimbursed for expenses incurred and compensated at fair market value for services or product loaned or sold.

I hereby delegate contract signature authority to the JEA personnel as provided herein.

Approved:



Jay Stowe
Managing Director CEO

Date: September 30, 2021

Accepted:



Ricky Erixton
VP of Electric Systems

Date: September 30, 2021



INTEROFFICE-OFFICE CORRESPONDENCE

October 21, 2019

SUBJECT: Designation of Real Estate Procurement Officer

FROM: Aaron Zahn, Managing Director/CEO

TO: Jordan Pope, Director of Economic Development & Real Estate

CC: Steve McInall, VP & Chief Energy & Water Planning; John McCarthy; VP & Chief Supply Chain Officer; Jenny McCollum, Director of Procurement Services; & Heather Beard, Manager of Procurement Contract Admin.

Effective June 1, 2019

I hereby designate Jordan Pope as the Real Property Procurement Officer for procurement actions relating to fee simple purchases, sales and leases made under the authority of the JEA Real Estate Services Procurement Directive.



Aaron Zahn
Managing Director/CEO

10/21/2019

Date

Procurement Code Exemption

Byproduct Services - Electric and Water/Wastewater

Scope of Procurement Code Exemption:

JEA produces byproducts through its normal operations. In efforts to support JEA's environmental sustainability initiative, and to obtain the best use of rate payer dollars, JEA may either beneficially reuse or landfill byproducts. This includes the procurement, sale, marketing and management of Byproducts for Electric and Water/Wastewater (materials resulting from the process of generating electricity, producing potable water and treating wastewater including but not limited to, bottom ash, bed ash, fly ash, gypsum, activated carbon, resin, sludge and biosolids residuals). In an effort to beneficially reuse byproducts, JEA may apply for certification from appropriate state agencies in Florida and other States, may certify contractors to handle the byproducts in accordance with the certification received, may sell the byproducts for use within the certifications, and may procure existing landfill space or lands for landfill purposes to best serve JEA. JEA may operate a landfill for byproducts through use of JEA forces, or may contract for services relating to operation of a landfill for byproducts using methods which will produce the best results for JEA, including requiring that contractors operate landfills be certified and experienced in the use of both byproduct materials and landfill operations. This procurement exemption provides JEA staff with the authority to make timely procurement commitments and to effectively participate in opportunities to market, transport, explore innovative technologies, beneficially reuse, install, sanitation and dewatering to mitigate negative environmental impacts and dispose of byproducts. It governs the marketing, transportation (including the lease/purchase of rail assets), exploration of innovative technologies, beneficial reuse, installation, sanitation and dewatering in mitigation of negative environmental impacts and disposal of byproducts.

	Agreement Price	Contract Signatory Authority
Contracts for the Procurement of Byproduct Services	> \$50,000,000	JEA Board (Per Delegation of Authority)
	\$50,000,000 to \$10,000,000	Chief Executive Officer
	\$5,000,000 to \$10,000,000	Chief Financial Officer and Chief Operating Officer
	\$1,000,000 to \$5,000,000	VP of Electric Systems or VP of Water & Wastewater Systems
	< \$1,000,000	Senior Director, Energy Operations or Director WW & Reuse Treatment or Director Water Operations & Treatment Support Services

All enabling agreements should be reviewed and approved by the Office of General Counsel prior to signature.

Documentation			
	Agreement Price	Term	Responsible Party
Responsible for Retaining Procurement and Contract Documentation	Any Amount	Any	Senior Director, Energy Operations or Director WW & Reuse Treatment or Director Water Operations & Treatment Support Services

Procurement Methodology			
Type of Procurement	Price	Approving Entity	Procurement Guidelines
Accelerated Bids	Any Amount	Senior Director, Energy Operations or Director WW & Reuse Treatment or Director Water Operations & Treatment Support Services	If a short procurement timeframe is required, the JEA business unit may use an accelerated bid process to sell or procure byproducts by issuing a solicitation via email to prospective bidders. Under this procurement method, JEA Byproducts staff will receive bids directly from the bidders for quick evaluation and award of a contract.
Unsolicited Offers	Any Amount	Senior Director, Energy Operations or Director WW & Reuse Treatment or Director Water Operations & Treatment Support Services	JEA may enter into contracts based on unsolicited offers for the marketing, transportation, beneficial reuse, installation and disposal of byproducts without using a competitive bidding process. JEA may engage in negotiations with the party that provided the unsolicited offer to improve the terms, conditions and/or pricing. JEA will be allowed to take advantage of unsolicited offers when such procurements are determined to provide operational and/or economical advantage to JEA and acceptance of such offer is in JEA's best interest.
Collaborative Procurement Agreements	Any Amount	Senior Director, Energy Operations or Director WW & Reuse Treatment or Director Water Operations & Treatment Support Services	JEA may participate in, sponsor, conduct, or administer a collaborative procurement agreement for the procurement or sale of byproducts, with one or more public or utility industry partners in accordance with an agreement entered into between the participants, when such action is deemed to be in the JEA's best interest.
Loan or Sale	Any Amount	Senior Director, Energy Operations or Director WW & Reuse Treatment or Director Water Operations & Treatment Support Services	JEA may loan or sell byproducts, when it is in the best interest of JEA to do so. JEA will be reimbursed for expenses incurred and compensated at fair market value for services or product loaned or sold.

I hereby delegate contract signature authority to the JEA personnel as provided herein.

Approved:

Jay Stowe

Managing Director CEO

Date: September 30, 2021

Accepted:

Ricky Erixton
Ricky Erixton

VP of Electric Systems

Date: September 30, 2021

Accepted:

Hai X. Vu

Hai Vu

VP of Water Wastewater Systems

Date: September 30, 2021

<p align="center">Procurement Code Exemption</p> <p align="center">Electric System Procurement Exemption - Purchase of or Sale of Electric Energy, Electric Generation Capacity, Electric Transmission Capacity and Transmission Services - Short Term and Long-Term Transactions</p>

Scope of Procurement Exemption: Purchase or Sale of electric energy, electric generating capacity, electric transmission service capacity and their associated ancillary services, or resale of transmission capacity retained from transmission service providers in the open transmission or open transmission markets or third party transmission providers, or the purchase or sale renewable energy credits (also known as Greentags).

Enabling Agreements	
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Enabling Agreements set out the framework for how capacity, energy, third party transmission and renewable energy credits are purchased and sold between JEA and other companies. Enabling Agreements are executed prior to any business being conducted with TEA, other utilities, marketers or any third party transmission provider. JEA has established Enabling Agreements with The Energy Authority (TEA) for the purchase and sale of capacity, energy, 3rd party transmission service and renewable energy credits; with other Florida utilities for emergency purchase and sales; with third party transmission service providers. A signature is not required for TEA standard transactions less than \$10,000,000, however, a signature is required for an Indemnity Agreement for TEA transactions > \$10,000,000.

Transactions	
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Transactions are defined as the financial arrangement of the transfer of capacity and/or energy and/or renewable energy credit from one party to another including any applicable third party transmission services. This may also include the physical flow of electricity from one party to another. A renewable energy credits, or Greentag, is a market-based instrument that represents the property rights to the environmental, social and other non-power attributes of renewable electricity generation. Greentags are issued when one megawatt-hour (MWh) of electricity is generated and delivered to the electricity grid from a renewable energy resource.

Type of Agreement	Contract Amount	Contract Signatory Authority	Maintains Documentation
Enabling and Indemnification Agreements	> \$50,000,000	JEA Board (Per Delegation of Authority)	Senior Director, Energy Operations or designee
	\$35,000,000 to \$50,000,000	Chief Executive Officer	Senior Director, Energy Operations or designee
	\$20,000,000 to \$35,000,000	Chief Financial Officer and Chief Operating Officer	Senior Director, Energy Operations or designee
	\$10,000,000 to \$20,000,000	VP Electric Systems	Senior Director, Energy Operations or designee
	< \$10,000,000	Senior Director, Energy Operations	Senior Director, Energy Operations or designee
Type of Transaction	Transaction Amount	Transaction Approval	Maintains Documentation
Long Term Transactions and required Indemnification Agreements	> \$50,000,000	JEA Board (Per Delegation of Authority)	Senior Director, Energy Operations or designee
	\$35,000,000 to \$50,000,000	Chief Executive Officer	Senior Director, Energy Operations or designee
	\$20,000,000 to \$35,000,000	Chief Financial Officer and Chief Operating Officer	Senior Director, Energy Operations or designee
	\$10,000,000 to \$20,000,000	VP Electric Systems	Senior Director, Energy Operations or designee
	< \$10,000,000	Senior Director, Energy Operations	Senior Director, Energy Operations or designee
TEA Expanded Transactions and any required Indemnification Agreements (> 1 business day)	> \$50,000,000	JEA Board (Per Delegation of Authority)	Senior Director, Energy Operations or designee
	\$35,000,000 to \$50,000,000	Chief Executive Officer	Senior Director, Energy Operations or designee
	\$20,000,000 to \$35,000,000	Chief Financial Officer and Chief Operating Officer	Senior Director, Energy Operations or designee
	\$10,000,000 to \$20,000,000	VP Electric Systems	Senior Director, Energy Operations or designee
	< \$10,000,000	Senior Director, Energy Operations	Senior Director, Energy Operations or designee
TEA Authorized Transactions (< 2 business days)	Any	TEA Pre-approved	Senior Director, Energy Operations or designee
Emergency Transactions	Any	Operator on Duty or higher	Senior Director, Energy Operations or designee

All enabling agreements and indemnification agreements should be reviewed and approved by the Office of General Counsel prior to signature.

I hereby delegate contract signature authority to the JEA personnel as provided herein.

Approved:

K Stone

Jay Stowe
Managing Director CEO

Date: September 30, 2021

Accepted:

Ricky Eripton

Ricky Erixon
VP of Electric Systems

Date: September 30, 2021

Procurement Code Exemption

Procurement and Sale of Environmental Allowances excluding Air Emissions Allowances which are procured under the Fuels Management Services

Scope of Procurement Exemption: Environmental Allowances refers to environmental trading credits associated with JEA's activities in procurement, generating, using, constructing or providing energy, water, or wastewater to other related services. This Procurement exemption does not include Air Emissions Allowances, and is covered under the Fuels exemption. Examples of Environmental Allowance markets include, but are not limited to, wetland mitigation banking credits, wildlife credits, water quality credits, and consumptive use permitting offsets and substitution credits. The VP shall determine whether to procure supplies and services under this procurement exemption, as time constraints allow, or procure them through the JEA Procurement Code.

	Agreement Amount	Contract Signatory Authority
Contracts for the Procurement or Sale of Environmental Allowances	> \$50,000,000	JEA Board (Per Delegation of Authority)
	\$10,000,000 to \$50,000,000	Chief Executive Officer
	\$1,000,000 to \$10,000,000	Chief Financial Officer and Chief Operating Officer
	\$1,000,000 or less	VP of Environmental Services
	< \$500,000	Director Environmental Services

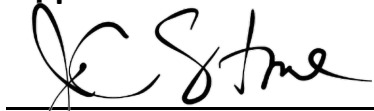
All enabling agreements should be reviewed and approved by the Office of General Counsel prior to signature.

Documentation			
	Agreement Amount	Term	Responsible Party
Responsible for Retaining Procurement and Contract Documentation	Any Amount	Any Term	Director Environmental Services

Procurement Methodology			
Type of Procurement	Agreement Amount	Approving Entity	Procurement Guidelines
Accelerated Bids	Any Amount	Director Environmental Services	If a short procurement timeframe is required, the JEA business unit may use an accelerated bid process to sell or procure supplies or services covered by this procurement exemption by issuing a solicitation via email to prospective bidders. Under this procurement method, staff of the VP & Chief Environmental Services Officer will receive bids directly from the bidders for quick evaluation and award of a contract.
Unsolicited Offers	Any Amount	VP Environmental Services	JEA may enter into contracts based on unsolicited offers for supplies or services covered by this procurement exemption without using a competitive bidding process. JEA may engage in negotiations with the party that provided the unsolicited offer to improve the terms, conditions and/or pricing. JEA will be allowed to take advantage of unsolicited offers when such procurements are determined to provide operational and/or economical advantage to JEA and acceptance of such offer is in JEA's best interest.
Collaborative Procurement Agreements	Any Amount	Director Environmental Services	JEA may participate in, sponsor, conduct, or administer a collaborative procurement agreement for the procurement or sale of supplies or services covered by this procurement exemption, with one or more public or utility industry partners in accordance with an agreement entered into between the participants, when such action is deemed to be in the JEA's best interest.
Loan or Sale	Any Amount	Director Environmental Services	JEA may loan or sell Environmental Allowances when it is in the best interest of JEA to do so. JEA will be reimbursed for expenses incurred and compensated at fair market value for services or product loaned or sold.

I hereby delegate contract signature authority to the JEA personnel as provided herein.

Approved:



Jay Stowe
Managing Director CEO

Date: September 30, 2021

Accepted:



Wayne Young
VP of Environmental Services

Date: September 30, 2021