

**MINUTES OF MEETING  
SCENIC TERRACE NORTH  
COMMUNITY DEVELOPMENT DISTRICT**

The continued meeting of the Board of Supervisors of the Scenic Terrace North Community Development District was held Tuesday, **September 6, 2022** at 1:20 p.m. at 346 E. Central Avenue, Winter Haven, Florida.

Present and constituting a quorum:

Rennie Heath	Chairman
Lauren Schwenk	Vice Chairperson
Chuck Cavaretta	Assistant Secretary
Daniel Arnette	Assistant Secretary

Also present were:

Jill Burns	District Manager, GMS
Heather Wertz <i>via Zoom</i>	Absolute Engineering
Grace Kobitter	KE Law
Jennifer Kilinski <i>via Zoom</i>	KE Law
Rey Malave <i>via Zoom</i>	Dewberry

**FIRST ORDER OF BUSINESS**

**Roll Call**

Ms. Burns called the meeting to order and called the roll. Four Board members were present constituting a quorum.

**SECOND ORDER OF BUSINESS**

**Public Comment Period**

There were no members of the public present for the meeting.

**THIRD ORDER OF BUSINESS**

**Review and Ranking of Proposals  
Received for District Construction  
Services**

Ms. Wertz stated that they had five bidders, but Wal-Rose was disqualified because they had emailed it, they were late, and it wasn't sealed. She stated that she issued the ranking results, which showed the opening price and then the adjusted price after they had reviewed the bids. She noted that the changes between the opening price and the adjusted price were outlined in the agenda package.

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Ms. Wertz stated that on the adjusted price, QGS had the lowest price at \$11,510,314.88 and Jr. Davis had the lowest days at 350. She explained that when going through and ranking them they looked at the scheduled price, the financial capability, the understanding of work experience, and the personnel. She stated that generally everyone got the same points except for the price and schedule. She noted that QGS got the full 25 points in price and the others got less based on how close they were to the lowest price. She explained that it was the same for the schedule with Jr. Davis getting 25 points and the others getting less. She stated that when they added them all up, QGS ranked #1 with 98.6 points, Jr. Davis ranked #2 with 97.5 points, Kearney ranked #3 with 95.4 points, and Tucker Paving ranked #4 with 94.2 points. She stated that they recommended QGS as the #1 rank. She stated that she would be happy to answer any questions.

Mr. Heath asked if the bidding numbers that they got included any offsite bidding. Ms. Wertz responded no. After discussion, the Board decided to do a separate bid for the offsite.

On MOTION by Mr. Heath, seconded by Ms. Schwenk, with all in favor, Accepting the Rank of Proposals Received for District Construction Services with QGS Ranking #1 and Authorizing Staff to Send a Notice of Intent to Award to QGS, was approved.

Ms. Burns noted that before the contract was signed, there were issues with Duke that needed to be resolved. She stated that if the Board was comfortable, they could authorize Mr. Heath to execute the contract on behalf of the District pending the Duke issues and they would just not sign it.

Ms. Burns asked Ms. Kilinski if she was comfortable with authorizing the Chair to execute the contract. Ms. Kilinski responded that she was and that they had discussed off the record about the conditionality and QGS's contract. She noted that encapsulated in that was if they couldn't reach a good contract, the final contract. She stated that they anticipated with the RFP that they had the Chairs authorization to move forward on an alternative bid as well. She also noted that she didn't want to hold up the contract in any way.

#### **FOURTH ORDER OF BUSINESS**

#### **Consideration of Resolution 2022-14 Awarding Master Project Improvements Contract – ADDED**

Ms. Burns stated that this resolution would award the contract to QGS.

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On MOTION by Mr. Heath, seconded by Mr. Cavaretta, with all in favor, Resolution 2022-14 Awarding Master Project Improvements Contract to QGS, was approved.

**FIFTH ORDER OF BUSINESS**

**Staff Reports**

**A. Attorney**

Ms. Kobitter stated that she did not have anything to report.

**B. Engineer**

Mr. Malave and Ms. Wertz stated that they had nothing further to report.

**C. District Manager’s Report**

Ms. Burns stated that she didn’t have anything further to report.

**SIXTH ORDER OF BUSINESS**

**Other Business**

There being none, the next item followed.

**SEVENTH ORDER OF BUSINESS**

**Supervisors Requests and Audience Comments**

There being none, the next item followed.

**EIGHTH ORDER OF BUSINESS**

**Adjournment**

Ms. Burns adjourned the meeting.

On MOTION by Mr. Heath, seconded by Mr. Cavaretta, with all in favor, the meeting was adjourned.

*Jill Burns*

Secretary/Assistant Secretary

*Rennie Heath*

Chairman/Vice Chairman