

**MINUTES OF MEETING
FOREST LAKE
COMMUNITY DEVELOPMENT DISTRICT**

The Continued meeting of the Board of Supervisors of the Forest Lake Community Development District was held Wednesday, **March 4, 2020** at 9:50 a.m. at 346 E. Central Ave. Winter Haven, Florida.

Present and constituting a quorum:

Rennie Heath	Chairman
Lauren Schwenk	Vice Chairman
Patrick Marone	Assistant Secretary
Andrew Rhinehart	Assistant Secretary
Matthew Cassidy	Assistant Secretary

Also present were:

Jill Burns	District Manager, GMS
Michelle Rigoni <i>via phone</i>	Hopping Green & Sams
Roy Van Wyk <i>via phone</i>	Hopping Green & Sams
Dennis Wood <i>via phone</i>	Wood & Associates Engineering

FIRST ORDER OF BUSINESS

Roll Call

Ms. Burns called the meeting to order and called the roll. There were five members present, constituting a quorum.

SECOND ORDER OF BUSINESS

Public Comment Period

Ms. Burns stated there were no members of the public present.

THIRD ORDER OF BUSINESS

Review and Ranking of Phase 1 and Phase 2 RFP for Construction Services

Ms. Burns stated everyone had the ranking of Phase 1 and Phase 2 RFP in front of them and asked that Dennis Wood (Wood & Associates Engineering, LLC) review the rankings with the board.

Mr. Wood asked the Board to turn to Exhibit 'C'. Mr. Wood stated this page had been adjusted for items that were not consistent among the others. He had adjusted the bid appropriately.

The only thing not covered was that Tucker had the testing of storm sewer in their bid, and the other three did not. A couple items, like the mitered end rubble, two of the bidders did not include. Those were taken out of the bid so that they were looking at consistent numbers. He adjusted the bids as shown in the chart. Exhibit 'D' shows where he adjusted the bids and came up with the rankings by Price, Schedule, Financial, Understanding of Scope, and Personnel. He then came up with numbers associated with each firm. All that information was loaded into the Bid Evaluation Form. RIPA came up first with a total of 93.55. QGS was second at 93.11. Tucker was third at 92.40. Kearney was fourth at 81.92. Mr. Wood stated he would recommend awarding it to RIPA.

Ms. Burns asked for any questions for Dennis. The board had none. Ms. Burns asked for a motion to accept rankings as outlined, authorize staff to send a Notice of Intent to Award, and authorize counsel to draft a Form of Agreement, and authorize the Chair to execute once drafted.

On MOTION by Mr. Heath, seconded by Mr. Marone, with all in favor, Ranking RIPA #1 with 93.55 points, Authorization of Staff to send a Notice of Intent to Award, Authorization for Counsel to Draft a Form of Agreement, and Authorization for Chairman to Execute Draft of Agreement, was approved.

Ms. Burns asked for anything further from Ms. Rigoni or Mr. Van Wyk. Staff had no additional comments for the board.

FOURTH ORDER OF BUSINESS

Adjournment

Ms. Burns asked for a motion to adjourn the meeting.

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

Secretary/Assistant Secretary



Chairman/Vice Chairman