

Minutes of Meeting
Durbin Crossing
Community Development District

The Durbin Crossing Community Development District landscape committee met Monday, June 1, 2015 at 6:00 p.m. at the Durbin South Amenity Center, 145 South Durbin Parkway, Jacksonville, Florida.

Landscape Committee:

Peter E. Pollicino
Austin Chapman
Jason Harrah

Also present were:

Dave deNagy	District Manager
Mike Eckert	District Counsel by telephone
Louis Cowling	GMS, LLC
Chris Charbonneau	Valley Crest

The following is a summary of the minutes and actions taken at the June 1, 2015 committee meeting. A copy of the proceedings can be obtained by contacting the District Manager.

FIRST ORDER OF BUSINESS

Roll Call

Mr. deNagy called the meeting to order at 6:00 p.m.

SECOND ORDER OF BUSINESS

Audience Comments

There being none, the next item followed.

THIRD ORDER OF BUSINESS

**Review and Ranking of Proposals Received
in Response to the Published RFP**

Mr. deNagy stated I will give an overview of what we would like to accomplish tonight. We have had a couple RFP meetings, gone through and scrubbed the request for proposals and criteria, we met with the folks who are bidding and I believe Louis met with them onsite as well and we have received four proposals and our task tonight is to score those proposals with the

criteria given. The four companies that submitted proposals and the price points of each are: Duval Landscape \$255,048 for all three years, Valley Crest \$312,876 for all three years, Tru-Green \$326,868 for years 1 and 2 and \$336,708 for year 3, and Down to Earth \$261,246 for all three years. There are four criteria we used to evaluate: personnel 25 points, experience 30 points, understanding scope of work 15 points and price was broken down by two components, 20 points for lowest bid and 10 points for reasonableness of the unit price. The contractor with the highest number of points would be recommended to the board of supervisors.

Mr. Cowling stated the score for pricing was a mathematical calculation and I used the lump sum bid 1 through 8 on all these and two proposers included 1 through 8 in their lump sum and two did not, two did 1 through 7.

Mr. Eckert stated I went through all the proposals and found that Duval Landscape, Valley Crest and Down to Earth included the information we requested. In relation to Tru-Green's proposal they failed to complete the mulch section on unit prices, the way we had asked for and I have concerns about that. They also failed to provide references and the proposed staffing levels are something we need to look a little bit more to find out if they were responsive in that respect. Given that we have a committee who is reviewing this I suggest the committee rank them because the board will make the final determination whether or not someone is non-responsive. The other concern I have and the committee might want to be aware of for informational purposes that I will probably be addressing with the board is there was a specific question asked in the RFP about any litigation that any proposer has been involved with in the last five years and I have some question on whether or not we received accurate answers to those questions that we will be looking at between now and the board meeting to advise the board on whether or not the statements that were made by the proposers were truthful under that section. I will remind the committee that although you do have the person who is providing the landscape maintenance submitted another proposal, your obligation as a committee is to evaluate the proposals on the merits before you today and come up with a ranking and the other issues will be dealt with at the board level.

Mr. deNagy asked are we going to deem Tru-Green non-responsive at this juncture; is there any need to evaluate them further?

Mr. Eckert stated my suggestion is that the committee rank them today and the board will make the decision whether to declare them non-responsive at the board meeting on the 8th.

The committee members then discussed in detail the criteria as it applied to each proposal and had a consensus on the following scores: Down to Earth 98.6, Duval Landscape 98, Valley Crest 94.6 and Tru-Green 61.9.

Mr. Eckert stated the contract starts October 1 but the board will make a decision and adopt a ranking whether it is the one this committee comes up with or a different one then they will send what is called a notice of intent to award and that will start the protest period running then from that time once protests are resolved if there are any we will then go ahead and award the contract. You are probably looking at 14 days after the board meeting as the timeframe for when there would be an actual award and potentially a signed contract that would start October 1.

Mr. Chapman stated my recommendation would be the committee recommends Down to Earth with the understanding that they be present at all the meetings and we can clearly articulate our concerns for this upcoming three year contract.

On MOTION by Mr. Pollicino seconded by Mr. Chapman with all in favor the following ranking was approved to be recommended to the board of supervisors at their next meeting: Down to Earth no. 1 with 98.6 points, Duval Landscape no. 2 with 98 points, Valley Crest no. 3 with 94.6 points and Tru-Green no. 4 with 61.9 points.

The meeting adjourned at 7:23 p.m.