

**MINUTES OF MEETING  
WESTSIDE HAINES CITY  
COMMUNITY DEVELOPMENT DISTRICT**

The continued meeting of the Board of Supervisors of the Westside Haines City Community Development District was held Wednesday, **August 23, 2023** at 9:45 a.m. at 346 E. Central Avenue, Winter Haven, Florida.

Present and constituting a quorum:

Rennie Heath	Chairman
Bobbie Henley	Assistant Secretary
Eric Lavoie	Assistant Secretary
Rob Bonin <i>via Zoom</i>	Assistant Secretary

Also present were:

Jill Burns	District Manager, GMS
Heather Wertz <i>via Zoom</i>	Project Engineer, Absolute Engineering
Rey Malave <i>via Zoom</i>	District Engineer, Dewberry
Chace Arrington <i>via Zoom</i>	District Engineer, Dewberry
Chuck Cavaretta	Project Development Staff

**FIRST ORDER OF BUSINESS**

**Roll Call**

Ms. Burns called the meeting to order and called the roll. Three Board members were present constituting a quorum and joining us via Zoom is Rob Bonin.

**SECOND ORDER OF BUSINESS**

**Public Comment Period**

Ms. Burns noted no members of the public were present in person or via Zoom.

**THIRD ORDER OF BUSINESS**

**Review and Ranking of Proposals  
Received for Brentwood Phases 2 and 3  
RFP for Construction Services and  
Authorizing Staff to Send Notices of Intent  
to Award**

Ms. Wertz stated the rankings should be in front of you. There were two different bids. The base bid was the townhomes Phase 2 infrastructure and the mass grading of Phase 3. The results for that was QGS with low on the opening and then we made some adjustments between QGS, Kearney and Tucker to get the bids apples to apples. We also pulled out the survey alternate cost

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and the PVC fence alternate cost. After making those adjustments shown on the bottom of the ranking, QGS was still the low bidder, and they also had the lowest number of days. When you go across the point system, all three QGS, Kearney and Tucker had the same points. We know who they are, and they have good experience and personnel, understanding of work, and financial capability so again with QGS leading both categories, they got 100 points. Ranked second was Tucker with 80.4 points and third was Kearney with 74.8 points. Moving over to the alternate bid which was both Phases 2 and 3 infrastructure construction altogether in one phase. For that alternate, the opening price QGS was the lowest and again we made some adjustments. We pulled out survey and fencing to be alternates. QGS had some exclusions for price increases, so we asked them to remove those, and they added \$89,000 to their number. After adjusting to get apples to apples, QGS was still the low bidder. They also had the lowest number of days, so they ranked 100 in points, ranking second was Tucker Paving with 94.5, and Kearney was third with 88.9. Depending on which alternate you choose, the base bid of two infrastructure and mass grading of three or the alternate bid, which was Phase 2 and 3 infrastructures only, QGS would be our recommendation for both. She stated she would be happy to answer any questions.

On MOTION by Mr. Heath, seconded by Mr. Lavoie, with all in favor, the Review and Ranking of Proposals Received for Brentwood Phases 2 and 3 RFP for Construction Services and Authorizing Staff to Send Notices of Intent to Award to QGS, was approved.

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

#### **Staff Reports**

##### **A. Attorney**

Mr. Van Wyk was not on the line.

##### **B. Engineer**

Mr. Malave had nothing further to report.

##### **C. Field Manager's Report**

Ms. Burns stated there were no field items to discuss.

##### **D. District Manager's Report**

Ms. Burns had nothing further to report.

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**FIFTH ORDER OF BUSINESS**

**Other Business**

There being no comments, the next item followed.

**SIXTH ORDER OF BUSINESS**

**Supervisors Requests and Audience  
Comments**

There being no comments, the next item followed.

**SEVENTH ORDER OF BUSINESS**

**Adjournment**

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

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

*Jill Burns*

Secretary/Assistant Secretary

DocuSigned by:

*Rennie Heath*

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Chairman/Vice Chairman