

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

The Board of Supervisors of the Lake Flores Community Development District held an RFP Evaluation Committee Meeting on December 12, 2023 at 1:00 p.m., at 9116 Cortez Road W., Bradenton, Florida 34210.

Present were:

Kristen Suit	District Manager
Jeb Mulock	District Engineer
Jonathan Johnson (via telephone)	District Engineer
Karen Wilson	Evaluation Committee Member
David Brasher	Evaluation Committee Member
Reggie Tisdale	Evaluation Committee Member
Ed Hill	Developer Representative

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Ms. Suit called the meeting to order at 1:00 p.m. The attendees are listed above.

NOTE: NO OFFICIAL ACTION OF THE BOARD WILL BE TAKEN

Ms. Suit noted that no official action will be taken at this meeting. The Evaluation Committee will evaluate the responses to the RFP and present a recommendation to the CDD Board, who will then make the final decision at the Special meeting immediately following this meeting.

SECOND ORDER OF BUSINESS

**Evaluation of Lake Flores, Outfall DS-3
Project Proposal Packages**

- A. Affidavit of Publication**
- B. RFP Package**
- C. Respondents**

Ms. Wilson prepared and distributed documents to the Evaluation Committee Members, along with the District Engineer's Costs Estimates, to aid in the evaluation process.

Ms. Wilson addressed Mr. Tisdale’s comments regarding the different responses for conditions, confirmed that the two respondents, E.T. MacKenzie of Florida, Inc. (ETM) and Frederick Derr & Company (FDC) will provide a signed and sealed design spec with steel and they will prepare a schedule, once the contract is awarded and executed.

Mr. Brasher stated that he met with both respondents and stated his opinion that the fact that the work area is confined might have driven the costs up.

Discussion ensued regarding the responses not including any value engineering proposals, ETM’s response did not include qualifications, possibility of additional costs if the plans change and the borrow pit. It was noted that the Temporary Construction Easement was recorded with the County.

The Evaluation Committee Members submitted individual criteria ranking forms for each respondent to Ms. Wilson to calculate the scores and ranking.

Ms. Wilson recapped the overall scores and ranking, as follows:

- #1 E.T. MacKenzie of Florida, Inc. 93.75 points
- #2 Frederick Derr & Company 93.11 points

Based on scoring, ETM was determined to be the recommended respondent.

Asked if the ETM data is just for Florida or firm wide, Ms. Wilson stated it is Florida data; ETM did not confirm if they do work for the Florida Department of Transportation (FDOT).

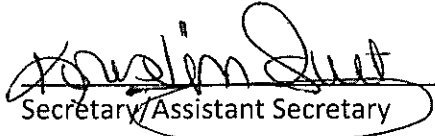
Ms. Suit had Mr. Johnson join the meeting, via telephone, to address a question about the evaluation process. Mr. Johnson confirmed that the CDD Board can rely on the Evaluation Committee’s process and accept the Committee’s scores and recommendations as its own.

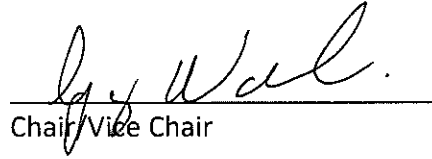
THIRD ORDER OF BUSINESS

Adjournment

The meeting adjourned at 1:38 p.m.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]


Secretary Assistant Secretary


Chair Vice Chair