

# **HARBOR BAY COMMUNITY DEVELOPMENT DISTRICT**

**DISTRICT OFFICE · 9428 CAMDEN FIELD PARKWAY · RIVERVIEW, FLORIDA 33578**

**HARBOR BAY  
COMMUNITY DEVELOPMENT DISTRICT  
BOARD OF SUPERVISORS' WORKSHOP  
OCTOBER 17, 2016**

**HARBOR BAY**  
**COMMUNITY DEVELOPMENT DISTRICT AGENDA**  
**OCTOBER 17, 2016 at 5:00 p.m.**

107 Manns Harbor Drive, Apollo Beach , FL 33572

<b>District Board of Supervisors</b>	Bob Collins Bob Cribbs Kathryn Dukes Ned Carr Joe McNeil	Chairman Vice Chairman Assistant Secretary Assistant Secretary Assistant Secretary
<b>District Manager</b>	Matthew Huber	Rizzetta & Company, Inc.
<b>District Attorney</b>	Jere Earlywine	Hopping, Green & Sams
<b>District Engineer</b>	Jamie Scarola	Scarola Associates Engineering Design and Land Consultants, P.A.

**All Cellular phones and pagers must be turned off while in the meeting room.**

**The District Agenda is comprised of seven different sections:**

The meeting will begin promptly at **5:00 p.m.** with the first section, which is called **Audience Comments**. The Audience Comment portion of the agenda is where individuals may comment on matters that concern the District. Each individual is limited to three **(3) minutes** for such comment. The Board of Supervisors or Staff is not obligated to provide a response until sufficient time for research or action is warranted. If the comment is maintenance related item, these items will need to be addressed by the District Administrator outside the context of this meeting. The second section is called **Staff Reports**. This section allows the District Administrator, Engineer, and Attorney to update the Board of Supervisors on any pending issues that are being researched for Board action. The third section is called **Business Administration** section contains items that require the review and approval of the District Board of Supervisors as a normal course of business. The fourth section is called **Business Items**. The business items section contains items for approval by the District Board of Supervisors that may require discussion, motion and votes on an item-by-item basis. Occasionally, certain items for decision within this section are required by Florida Statute to be held as a Public Hearing. During the Public Hearing portion of the agenda item, the public will be permitted to provide one comment on the issue, prior to the Board of Supervisors discussion, motion and vote. Agendas can be reviewed by contacting the Administrator's office at (813) 533-2950 at least seven days in advance of the scheduled meeting. Requests to address items that are not on this agenda must be submitted in writing with an explanation to the District Administrator at least fourteen (14) days prior to the date of the meeting and will be heard under "Public Comments". The fifth section is called **Staff Reports**. This section allows the District Administrator, Engineer, and Attorney to update the Board of Supervisors on any pending issues that are being researched for Board action. The sixth section is called **Supervisor Requests**. This is the section in which the Supervisors may request Staff to prepare certain items in an effort to meet residential needs. The final section is called **Audience Comments**. The Audience Comment portion of the agenda is where individuals may comment on matters that concern the District. Each individual is limited to three **(3) minutes** for such comment. The Board of Supervisors or Staff is not obligated to provide a response until sufficient time for research or action is warranted. If the comment is maintenance related item, these items will need to be addressed by the District Administrator outside the context of this meeting.

Public workshops sessions may be advertised and held in an effort to provide informational services. These sessions allow staff or consultants to discuss a policy or business matter in a more informal manner and allow for lengthy presentations prior to scheduling the item for approval. Typically, no motions or votes are made during these sessions.

Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting is asked to advise the District Office at (813) 533-2950, at least 48 hours before the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service at 1 (800) 955-8770, who can aid you in contacting the District Office.

Any person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that this same person will need a record of the proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which the appeal is to be based.

**HARBOR BAY COMMUNITY DEVELOPMENT DISTRICT**  
**DISTRICT OFFICE • 9428 CAMDEN FIELD PARKWAY • RIVERVIEW, FL 33578**

---

---

October 7, 2016

**Board of Supervisors**  
**Harbor Bay Community**  
**Development District**

Dear Board Members:

A special meeting and shade meeting of the Board of Supervisors of the Harbor Bay Community Development District will be held on **Monday October 17, 2016 at 5:00 p.m.** at the MiraBay Clubhouse located at 107 Manns Harbor Drive, Apollo Beach, Florida 33572. The following is the tentative agenda for these meetings:

- 1. CALL TO ORDER/ROLL CALL**
- 2. AUDIENCE COMMENTS ON AGENDA ITEMS**
- 3. CONSENT AGENDA ITEMS/BUSINESS ADMINISTRATION**
  - A. Consideration of the Minutes of the Board of Supervisors’  
Special Meeting Held on September 20, 2016..... Tab 1
  - B. Consideration of the Minutes of the Board of Supervisors’  
Continued Meeting Held on September 22, 2016..... Tab 2
  - C. Consideration of the Minutes of the Board of Supervisors’  
Regular Meeting Held on September 22, 2016..... Tab 3
- 4. BUSINESS ITEMS**
  - A. Open Attorney Client Session
    1. Discussion of Settlement Negotiations
  - B. Close Attorney Client Session
  - C. Consideration of Landscape Maintenance Proposals..... Tab 4
- 5. STAFF REPORTS**
  - A. District Counsel
  - B. District Engineer
  - C. District Manager
- 6. SUPERVISOR REQUESTS**
- 7. AUDIENCE COMMENTS**
- 8. ADJOURNMENT**

I look forward to seeing you at the meeting. In the meantime, if you have any questions, please do not hesitate to contact me at (813) 933-5571.

Sincerely,  
*Matthew Huber*  
Matthew Huber  
District Manager

# **Tab 1**

MINUTES OF MEETING

Each person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.

HARBOR BAY COMMUNITY DEVELOPMENT DISTRICT

The Special Meeting, Regular meeting of the Board of Supervisors of Harbor Bay Community Development District was held on **Wednesday, September 20, 2016 at 5:03 p.m.** at the MiraBay Clubhouse, located at 107 Manns Harbor Drive, Apollo Beach, Florida 33752.

Present and constituting a quorum were:

Bob Collins	Board Supervisor, Chairman
Bob Cribbs	Board Supervisor, Vice Chairman
Ned Carr	Board Supervisor, Assistant Secretary
Joe McNeil	Board Supervisor, Assistant Secretary
Kathy Dukes	Board Supervisor, Assistant Secretary

Also present were:

Matthew Huber	District Manager, Rizzetta & Co.
Jere Earlywine	District Counsel, Hopping, Green & Sams, P.A.
Raul Anaya	Club Director
Mindy Anderson	Club Manager
Ashley Adkins	Representative, WTS

Audience members

**FIRST ORDER OF BUSINESS**

**Call to Order and Pledge of Allegiance**

The meeting was called to order and roll call performed confirming that a quorum was present.

The Pledge of Allegiance was conducted.

**SECOND ORDER OF BUSINESS**

**Audience Comments on Agenda Items**

Audience comments were entertained regarding the desire for additional seating on the first floor of the clubhouse and the pricing for the Kay Green Design proposal.

**THIRD ORDER OF BUSINESS**

**Interior Design Presentations**

Representatives from both Interiors Unlimited and Kay Green Designs made in depth presentations of their proposals focusing on the intended use of the facility and the budget for the project. Both responded to Board and audience comments on the topic.

**HARBOR BAY COMMUNITY DEVELOPMENT DISTRICT**

**September 20, 2016 - Minutes of Meeting**

**Page 2**

48 A lengthy discussion ensued, with no official Board action being taken. It was decided to  
49 continue the meeting until September 22, 2016 just prior to the regular meeting scheduled to begin  
50 at 6:00 p.m.

51

52 **FOURTH ORDER OF BUSINESS**

**Staff Reports**

53

54 **A. District Counsel**

55 No Report

56

57 **B. District Engineer**

58 No report.

59

60 **C. District Manager**

61 No report.

62

63 **FIFTH ORDER OF BUSINESS**

**Audience Comments**

64

65 No Resident Comments.

66

67 **SIXTH ORDER OF BUSINESS**

**Supervisor Requests**

68

69 No Supervisor Requests

70

71 **SEVENTH ORDER OF BUSINESS**

**Continuation**

72

On a Motion by Mr. Cribbs, seconded by Mr. McNeil, with all in favor, the Board continued the meeting at 8:08 p.m. until September 22, 2016 at 6:00 p.m at the MiraBay Clubhouse, located at 107 Manns Harbor Drive, Apollo Beach, Florida 33752 for Harbor Bay Community Development District.

73

74

75

76

77 \_\_\_\_\_  
Secretary/Assistant Secretary

77 \_\_\_\_\_  
Chairman/ Vice Chairman

78

## **Tab 2**

MINUTES OF MEETING

Each person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.

HARBOR BAY COMMUNITY DEVELOPMENT DISTRICT

The continued meeting of the Board of Supervisors of Harbor Bay Community Development District was held on **Thursday, September 22, 2016 at 6:00 p.m.** at the MiraBay Clubhouse, located at 107 Manns Harbor Drive, Apollo Beach, Florida 33752.

Present and constituting a quorum were:

Bob Collins	Board Supervisor, Chairman
Bob Cribbs	Board Supervisor, Vice Chairman
Ned Carr	Board Supervisor, Assistant Secretary
Joe McNeil	Board Supervisor, Assistant Secretary
Kathy Dukes	Board Supervisor, Assistant Secretary

Also present were:

Matthew Huber	District Manager, Rizzetta & Co.
Jere Earlywine	District Counsel, Hopping, Green & Sams, P.A.
Jamie Scarola	District Engineer, Scarola Associates Eng.
Raul Anaya	Club Director
Ashley Adkins	WTS
Mindy Anderson	Club Manager
Meredith Shreve	Representative, Interiors Unlimited
Audience Members	

**FIRST ORDER OF BUSINESS**

**Call to Order and Pledge of Allegiance**

The meeting was called to order and roll call performed confirming that a quorum was present.

The Pledge of Allegiance was conducted.

**SECOND ORDER OF BUSINESS**

**Audience Comments**

Audience comments were entertained regarding the clubhouse refurbishment project and its budget, concerns with the way the District is spending money, and various maintenance related items.



48 **THIRD ORDER OF BUSINESS**

**Consideration of Proposals for Interior  
Design Project**

49  
50  
51  
52  
53  
54  
55  
56  
57

A lengthy discussion was held regarding the proposals for the interior design project with the main focus being on pricing, insurance coverage, product, qualifications of proposers, legal requirements, and desired outcome. Ms. Shreve stated that she would be partnering with FBI (Florida Business Interiors) and the required insurance coverage would be through them. Mr. Carr made a motion to contract with FBI to only replace the furniture and tables, but the motion failed due to the lack of a second.

On a Motion by Mr. Cribbs, seconded by Ms. Dukes, with all in favor, the Board of Supervisors authorized a not-to-exceed amount of \$8,000 to hire Kay Green to finalize the design concept for the clubhouse refurbishments for Harbor Bay Community Development District.

58

59 **FOURTH ORDER OF BUSINESS**

**Staff Reports**

60  
61  
62  
63  
64  
65  
66  
67  
68  
69

- A. **District Counsel**  
No report.
- B. **District Engineer**  
No report.
- C. **District Manager**  
No report.

70 **FIFTH ORDER OF BUSINESS**

**Audience Comments**

71  
72

No resident comments.

73  
74 **SIXTH ORDER OF BUSINESS**

**Supervisor Requests**

75  
76  
77

No Supervisor requests.

78 **SEVENTH ORDER OF BUSINESS**

**Adjournment**

79

On a Motion by Mr. Cribbs, seconded by Mr. Collins, with all in favor, the Board of Supervisors adjourned the meeting at 7:41 p.m. for Harbor Bay Community Development District.

80  
81  
82  
83  
84  
85

\_\_\_\_\_  
Secretary/Assistant Secretary

\_\_\_\_\_  
Chairman/ Vice Chairman

## **Tab 3**

MINUTES OF MEETING

Each person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.

HARBOR BAY COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of Harbor Bay Community Development District was held on **Thursday, September 22, 2016 at 7:56 p.m.** at the MiraBay Clubhouse, located at 107 Manns Harbor Drive, Apollo Beach, Florida 33752.

Present and constituting a quorum were:

Bob Collins	Board Supervisor, Chairman
Bob Cribbs	Board Supervisor, Vice Chairman
Ned Carr	Board Supervisor, Assistant Secretary
Joe McNeil	Board Supervisor, Assistant Secretary
Kathy Dukes	Board Supervisor, Assistant Secretary

Also present were:

Matthew Huber	District Manager, Rizzetta & Co.
Jere Earlywine	District Counsel, Hopping, Green & Sams, P.A.
Jamie Scarola	District Engineer, Scarola Associates Eng.
Raul Anaya	Club Director
Ashley Adkins	WTS
Mindy Anderson	Club Manager
Audience Members	

**FIRST ORDER OF BUSINESS**

**Call to Order and Pledge of Allegiance**

The meeting was called to order and roll call performed confirming that a quorum was present.

The Pledge of Allegiance was conducted.

**SECOND ORDER OF BUSINESS**

**Audience Comments**

There were no audience comments put forward at this time.

**THIRD ORDER OF BUSINESS**

**Consent Agenda/Business Administration**

- A. Consideration of the Minutes of the Board of Supervisors' Special Meeting held on August 25, 2016
- B. Consideration of Operation and Maintenance Expenditures for August 2016 (\$181,804.58)

- 48 C. Consideration of Mira Bay Amenity Center Operation and Maintenance Expenditures
- 49 for June 2016 (\$75,961.92)
- 50 D. Mira Bay Club Manager
- 51 E. Club Director
- 52

On a Motion by Mr. Collins seconded by Mr. Cribbs, with all in favor, the Board of Supervisors approved Consent Agenda Items A-E, with the amendments to the minutes of the special meeting held on August 25, 2016, for Harbor Bay Community Development Center

53  
54  
55  
56  
57  
58  
59  
60

**FOURTH ORDER OF BUSINESS**

**Consideration of Proposal for  
Dissemination Services**

Mr. Huber stated that the proposal is being presented in response to an unexpected notice from Prager Sealy, LLC that they would no longer be providing these services, so Rizzetta has offered to fulfill these services on an interim basis at the same cost.

On a Motion by Mr. Cribbs seconded by Mr. McNeil, with all in favor, the Board of Supervisors approved the proposal from Rizzetta & Co., Inc. for dissemination services at a cost of \$2,000 annually for Harbor Bay Community Development Center

61  
62  
63  
64  
65  
66  
67  
68  
69  
70

**FIFTH ORDER OF BUSINESS**

**Consideration of Insurance Proposals**

Mr. Huber reviewed the proposals from Egis (\$75,847) and Stahl (\$87,997) and the coverage provided by each policy. He noted that the Egis proposal includes the liquor, but Stahl would be an additional \$618. The District budgeted \$100,197 this year, so there will be a substantial savings this year. He recommended that he be authorized to work with the Chairman to select the insurance coverage for the District. It was noted that insurance companies generally do not provide proposals until the last minute.

On a Motion by Mr. Cribbs, seconded by Ms. Dukes, with all in favor, the Board of Supervisors authorized the Chairman to review and execute the insurance proposals with a not-to-exceed amount of \$87,997 for Harbor Bay Community Development Center.

71  
72  
73  
74  
75  
76  
77

**SIXTH ORDER OF BUSINESS**

**Consideration of Rizzetta – Seawall  
Invoice**

A brief discussion was held regarding the services provided by Rizzetta & Company relative to the Seawall.

On a Motion by Mr. McNeil, seconded by Mr. Carr, with all in favor, the Board of Supervisors approved the Rizzetta – Seawall invoice totaling \$8,850.00 for Harbor Bay Community Development District.

78  
79  
80

81 **SEVENTH ORDER OF BUSINESS** **Consideration of Prompt Payment**  
82 **Policies**

83  
84 Mr. Earlywine reviewed the resolution and responded to Board questions on the topic.  
85

On a Motion by Mr. Collins, seconded by Mr. Cribbs, with all in favor, the Board of Supervisors approved Resolution 2016-14, adopting prompt payment policies for Harbor Bay Community Development District.

86  
87 **EIGHTH ORDER OF BUSINESS** **Consideration of Addendum to Prior**  
88 **Work Authorization**

89  
90 This item was tabled.  
91

92 **NINTH ORDER OF BUSINESS** **Discussion of Street Trees**

93  
94 Discussion was held regarding ongoing concerns with the maintenance of the street trees  
95 and the HOA request that the district takeover this maintenance to ensure consistency throughout  
96 the community. A recommendation was made to complete the project over three years. It was also  
97 noted that the HOA has developed a plan regarding replacement of the street trees and guidelines  
98 for the removal and/or replacement of trees and the legal implications for the District.  
99

On a Motion by Mr. McNeil, seconded by Ms. Dukes, with all in favor, the Board of Supervisors authorized Mr. Cribbs and District Counsel to develop a draft transition agreement, for consideration at a later time, to address the phased pruning/trimming of the street trees for Harbor Bay Community Development District.

100  
101 **TENTH ORDER OF BUSINESS** **Consideration of Bay Estates Gates**  
102 **Proposal**

103  
104 A brief discussion was held regarding the proposal from the Handyman Company to  
105 repaint the gates and replace the existing signage at the entrance to the Bay Estates.  
106

On a Motion by Mr. Cribbs, seconded by Ms. Dukes, with all in favor, the Board of Supervisors approved the proposal from the Handyman Company totaling \$3,655 for the upgrades to the Bay Estates gates for Harbor Bay Community Development District

107  
108 **ELEVENTH ORDER OF BUSINESS** **Consideration of Holiday Lighting**  
109 **Proposal**

110  
111 Mr. Huber spoke regarding the proposal from Illuminations Holiday Lighting to provide,  
112 install, and remove the holiday lighting for the District. He emphasized the need to order the lights  
113 as soon as possible to ensure that everything is available to meet the District's desired time line for  
114 installation.  
115

On a Motion by Mr. McNeil, seconded by Mr. Carr, with all in favor, the Board of Supervisors approved the proposal from Illuminations Holiday Lighting totaling \$7,500 for Harbor Bay Community Development District.

116  
117  
118

**TWELFTH ORDER OF BUSINESS**

**Consideration of Pending EAC Items**

Mr. Earlywine informed the Board that the declaration has been signed and recorded. He recommended that an e-blast be sent to residents letting them know that it has been finalized. A brief discussion was held regarding a desire to survey residents regarding any interest in serving on the EAC Committee.

122

**THIRTEENTH ORDER OF BUSINESS**

**Extension of Amenity Contract**

Mr. Huber asked that the Board authorize Staff to extend the WTS Amenity Agreement for one month as the current agreement expires at the end of September and a decision on the new contract is pending.

129

On a Motion by Mr. McNeil, seconded by Ms. Dukes, with all in favor, the Board of Supervisors authorized Staff to negotiate an extension of the WTS Amenity Management Agreement (at the current rates for one month) for Harbor Bay Community Development District.

130

**FOURTEENTH ORDER OF BUSINESS**

**Extension of Landscape Maintenance Contract**

Mr. Huber asked that the Board authorize Staff to extend the Lee T Kim Landscape Maintenance Agreement for one month as the current agreement expires at the end of September and the services are currently out to bid.

137

On a Motion by Mr. Cribbs, seconded by Mr. Collins, with all in favor, the Board of Supervisors authorized Staff to negotiate an extension of the Lee T. Kim Landscape Maintenance Agreement (at the current rates for one month) for Harbor Bay Community Development District.

138

**FIFTEENTH ORDER OF BUSINESS**

**Staff Reports**

140

**A. District Counsel**

Mr. Earlywine spoke regarding the conveyance of the remaining landscape areas within Admirals Pointe, and otherwise provided a brief update on the conveyances.

144

On a Motion by Mr. Collins, seconded by Mr. McNeil, with all in favor, the Board of Supervisors approved the remaining documents associated with the Admiral's Pointe common area conveyances for Harbor Bay Community Development District.

145

Mr. Earlywine provided a brief update on the status of the seawall upland area inspections and the anticipated timeline for their completion and the Board's receipt of the report. The report will contain recommendations on repairs for the Boards consideration.

146

147

148

149 Mr. Earlywine also briefly addressed the pending validation proceedings, and stated that a  
150 settlement offer had been made related to that litigation. General discussion ensued on the  
151 topic and a recommendation was made to hold a shade meeting to discuss the litigation,  
152 including matters related to settlement negotiations or strategy related to litigation  
153 expenditures. Mr. Earlywine reviewed the requirements for holding a shade meeting.  
154

On a Motion by Mr. McNeil, seconded by Mr. Collins, with all in favor, the Board of Supervisors authorized Staff to submit the required notifications to hold a shade and special meeting on October 17, 2016 at 5:00 p.m. at the MiraBay Clubhouse, located at 107 Manns Harbor Drive, Apollo Beach, Florida 33752 for Harbor Bay Community Development District.

155  
156 **B. District Engineer**  
157 Mr. Scarola informed the Board of a discussion he and Mr. Bolves had with a contractor  
158 completing work behind a new construction project that would impact the recent repairs  
159 made to the seawall.. He stated that Mr. Bolves was going to address the matter with the  
160 property owner.

161  
162 **C. District Manager**  
163 Mr. Huber informed the Board that the next meeting is scheduled for October 27, 2016 at 6  
164 pm.

165  
166 **SIXTEENTH ORDER OF BUSINESS** **Supervisors Requests**

167  
168 No Supervisor Requests

169  
170 **SEVENTEENTH ORDER OF BUSINESS** **Audience Comments**

171  
172 The Board and Staff responded to audience questions pertaining to the removal of street  
173 trees and concerns with the lifting of sidewalks. They also addressed questions pertaining to the  
174 timing for inspections/ repairs to wall cracks in the Whaler, as well as the length of time it takes to  
175 obtain responses to emails/voice mails.

176  
177 **EIGHTEENTH ORDER OF BUSINESS** **Adjournment**

178  
On a Motion by Mr. Cribbs, seconded by Ms. Dukes, with all in favor, the Board adjourned the meeting at 9:00 p.m. for Harbor Bay Community Development District.

179  
180  
181  
182  
183 \_\_\_\_\_  
184 Secretary/Assistant Secretary Chairman/ Vice Chairman

# Tab 4



**HARBOR BAY COMMUNITY DEVELOPMENT DISTRICT  
LANDSCAPE AND IRRIGATION MAINTENANCE SERVICES  
REQUEST FOR PROPOSALS**

**EVALUATION CRITERIA**

**Pre-Requisite:** Contractor has all applicable licenses?

**Pre-Requisite:** Contractor is authorized to do business in Florida?

**Pre-Requisite:** Contractor has 5 years of experience as a landscape maintenance contractor?

**1. Personnel & Equipment** (5 Points Possible)

This category addresses the following criteria: skill set and experience of key management and assigned personnel, including the project manager and other specifically trained individuals who will manage the property; present ability to manage this project; proposed staffing levels; capability of performing the work; geographic location; subcontractor listing; inventory of all equipment; etc. Skill set includes certification, technical training, and experience with similar projects. Please include resumes, certifications, etc., with Proposal.

**2. General Experience** (10 Points Possible)

This category addresses past & current record and experience of the Proposer in similar projects; volume of work previously awarded to the firm; past performance in any other contracts; etc.

**3. Experience with Bermuda Grass** (5 Points Possible)

This category addresses past & current record and experience of the Proposer in projects involving Bermuda turf.

**4. Understanding Scope of RFP** (5 Points Possible)

This category addresses the following issues: Does the Proposal demonstrate an understanding of the District's needs for the services requested? Does it provide all information as requested by the District including pricing, scheduling, staffing, etc.? Does it demonstrate clearly the ability to perform these services? Were any suggestions for "best practices" included? Does the Proposal as a whole appear to be feasible, in light of the scope of work? Did the contractor use the forms provided from the Project Manual in responding to the Proposal?

**5. Financial Capacity** (5 Points Possible)

This category addresses whether the Proposer has demonstrated that it has the financial resources and stability as a business entity necessary to implement and execute the work. Proposer should include proof of ability to provide insurance coverage as required by the District, any additional insurance being offered, and audited financial statements, or similar information.

**6. Price** (20 Points Possible)

This category addresses the proposed pricing for the work, taking into account the initial term and all renewal terms, as well as the reasonableness of all unit pricing and other pricing information. A full ten (10) points will be awarded to the Proposer submitting the lowest priced Proposal (Parts 1, 2, 3 and 4 of the Proposal, Part IV – Pricing (not including the Optional Landscaping Areas described herein), taking into account the initial term and all renewal years. All other Proposers will receive a percentage of this total amount based upon a formula which divides the lowest Proposal price by the Proposer's Proposal price and is then multiplied by the number of points possible in this part of the price evaluation (i.e., ten). Up to an additional ten (10) points will be awarded as to the reasonableness of all numbers and quantities provided in Parts 1, 2, 3, 4, 5 & 6 of the Proposal Part IV - Pricing (including but not limited to any unit prices provided, as well as Optional Landscaping Areas).

**Total Points Possible** (50 Points Possible)

**HARBOR BAY COMMUNITY DEVELOPMENT DISTRICT  
LANDSCAPE AND IRRIGATION MAINTENANCE SERVICES  
REQUEST FOR PROPOSALS**

**SCORING SHEET**

Criteria	Proposer – Lee Te Kim Lawn Care & Nursery
<b>Pre-Requisite:</b> Contractor has all applicable licenses?	
<b>Pre-Requisite:</b> Contractor is authorized to do business in Florida?	
<b>Pre-Requisite:</b> Contractor has 5 years of experience as a landscape maintenance contractor?	
<b><u>1. Personnel &amp; Equipment (5 Points Possible)</u></b>	
<b><u>2. General Experience (10 Points Possible)</u></b>	
<b><u>3. Experience with Bermuda Grass (5 Points Possible)</u></b>	
<b><u>4. Understanding Scope of RFP (5 Points Possible)</u></b>	
<b><u>5. Financial Capacity (5 Points Possible)</u></b>	
<b><u>6. Price (20 Points Possible)</u></b> <b><u>a.</u></b> 10 Points for Parts 1-4 of Proposal <b><u>b.</u></b> 10 Points for Reasonableness of All Values	
<b>TOTAL POINTS (50 Points Possible)</b>	