
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 Landscape Selection Committee meeting of the Board of Supervisors of Harbor Bay Community Development District was held on **Thursday, August 2, 2012 at 1:50 p.m.** at the MiraBay Clubhouse, located at 107 Manns Harbor Drive, Apollo Beach, Florida 33752.

Present and constituting a quorum:

Rip Ripley	Committee Member
Tom Hatcher	Committee Member
Julie Guill	Committee Member
Bob Collins	Committee Member
Paul Stumpf	Committee Member

Also present were:

Scott Brizendine	District Manager, Rizzetta & Company, Inc.
Jere Earlywine	District Counsel, Hopping, Green & Sams
John Toborg	Field Operations Manager, Rizzetta & Co., Inc.
Audience	

FIRST ORDER OF BUSINESS

Call to Order

Mr. Brizendine called the meeting to order and read the roll call.

SECOND ORDER OF BUSINESS

**Review and Evaluation of Proposals
Received from RFP for Landscape
Maintenance Services**

Mr. Brizendine stated that the purpose of today's meeting is to review and evaluate the proposals submitted for Landscape & Irrigation services from Cornerstone Solutions Group, Down to Earth, Girard Environmental, Lee Te Kim, Landscape Maintenance Professionals, Mainscape, P & L Lawn maintenance and ValleyCrest Landscape. He stated that the committee was forwarded copies of each of the proposals, along with a ranking sheet based on the approved criteria.

Mr. Brizendine noted that there are several representatives from the various firms in attendance and explained that the committee would not be responding to audience comments during the evaluation process. Mr. Earlywine added that there are very limited circumstances for allowing the bidders to supplement their packages and that is why the Committee will not be holding a question and answer period today. He explained that this will ensure that all firms have had the same opportunity to respond to questions.

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Mr. Brizendine noted that all of the bidders attended the mandatory pre-bid meeting and were provided a time frame within which to submit any questions to Mr. Toborg. Those questions and responses were provided to each of the perspective bidders and the Landscape Committee.

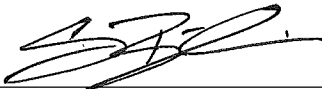
A brief discussion ensued regarding scoring the section relating to CDD experience. It was noted that they can either be scored at 0 if they have no CDD experience or 5 if they do. Committee Members provided their individual scores for each of the firms by category. The scores were added together to determine point totals by individual committee member and then as a total committee ranking. The final rankings were read into the record as follows: Cornerstone Solutions Group 336.45 points, Down to Earth 336.90 points, Girard Environmental 293.00 points, Lee Te Kim 424.80 points, Landscape Maintenance Professionals 351.80 points, Mainscape 350.90 points, P & L Lawn Maintenance 344.80 points, and ValleyCrest Landscape 356.45 points.

On a Motion by Mr. Ripley, seconded by Mr. Hatcher, with four in favor and one against (Paul Stumpf), the Landscape Selection Committee adopted the rankings as presented and recommended that the Board accept the rankings as presented, and enter into a contract with Lee Te Kim for Landscaping services based on those rankings for Harbor Bay Community Development District.

THIRD ORDER OF BUSINESS

Adjournment

Mr. Brizendine stated that there was no further business to come before the Committee and adjourned the meeting at 2:40 p.m.



Secretary/Assistant Secretary



Chairman/Vice Chairman