

**MINUTES OF MEETING
DEERING PARK STEWARDSHIP DISTRICT**

The Evaluation Committee of the Deering Park Stewardship District held a Meeting on July 9, 2024 at 11:00 a.m., at Storch Law Firm, located at 420 S. Nova Road, Daytona Beach, Florida 32114.

Present:

Andrew Kantarzhi
Cindy Cerbone
Chris Warshaw
James Boyd
Robbie Lee
Chris Keller
Walt Nickel
Duncan Graham

District Manager
Wrathell, Hunt and Associates LLC (WHA)
Evaluation Committee Member
Evaluation Committee Member
Evaluation Committee Member
Wetland Solutions Inc.
Wright-Pierce
Wharton-Smith, Inc.

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

NOTE: NO OFFICIAL ACTION OF THE BOARD WILL BE TAKEN

Mr. Kantarzhi called the meeting to order at 11:11 a.m.

Mr. Kantarzhi stated that no questions or comments from the public will be answered; however, public comments regarding this matter will be heard at the CDD's Regular meeting at 2:00 p.m., today.

SECOND ORDER OF BUSINESS

**Evaluation of Responses to Statement of
Qualifications: RFQ for Design-Builder for
Edgewater Wetland Park Project**

Mr. Kantarzhi stated that Phillips & Jordan, Inc. and Jacobs "Phillips & Jordan" and Wharton-Smith, Inc. and Wright-Pierce "Wharton-Smith" are the two respondents to the Request for Qualifications (RFQs) for Design-Builder for the Edgewater Wetland Park Project. The Evaluation Committee Members received a hard copy and an electronic copy of each RFQ response to review prior to the Evaluation Committee meeting.

Mr. Kantarzhi explained the RFQ process and explained that the Evaluation Committee Members will evaluate, score and rank the bid responses, individually or as a group, based on the evaluation criteria and ranking form and provide a recommendation to the CDD Board at the CDD meeting that will be held later today. The CDD Board can consider and accept the Committee's scores, ranking and recommendation or complete individual or evaluation criteria ranking forms or complete it as a group at the CDD meeting.

A. Respondents

I. Phillips & Jordan, Inc. and Jacobs

II. Wharton-Smith, Inc. and Wright-Pierce

B. Evaluation Criteria

Aiding the Evaluation Committee Members in discussions to determine scoring for each respondent, as the Members chose to complete the evaluation criteria and ranking form as a group, Spokesperson Boyd pointed out the following differences in each response for each of the four categories:

Qualifications of Team

- Deemed both respondents and sub-contractors well-qualified to provide design-build services for the Edgewater Wetland Park Project.
- Phillips & Jordan has a good amount of team members experienced in specific wetland parks throughout Florida.
- Wharton-Smith team members also have good experience in other similar types of projects but not to the extent Phillips & Jordan.
- Wharton-Smith team members' have a lot of local experience with Edgewater Utilities and are specific to the region but would utilize nine sub-consultants whereas Phillips & Jordan lists two firms; it possible Phillips & Jordan has in-house personnel to perform the work or they might utilize subcontractors but just did not list them.
- Phillips & Jordan's response format is exactly the same as the qualification criteria in the RFQ, making it easier to review each category, versus the format of the response from Wharton-Smith.

Collaborative Delivery Approach

- Deemed that both respondents have a strong project approach focused on the nature of the project and both brought up potential issues that need to be addressed, like the variability of reclaimed water flow.
- Approach: Phillips & Jordan emphasized slightly more on what they would do with respect to the wetland build park type project. Wharton-Smith took the same approach as for a normal design-build project and applied it to this project, which they successfully demonstrated in their two Gainesville projects.
- Communication Plan: The Phillips & Jordan team is using an in-house person versus Wharton-Smith using a sub-consultant.
- Risks and Risk Management: Both approaches are good. Wharton-Smith mentioned the possibility of changing the layout from linear in nature to making it more visually attractive to the public.

Past Performance

- Deemed both respondents as having design-build experience. Regarding design or design and construction projects, overall, Wharton-Smith has a very strong presence in infrastructure-related design build projects, which Supervisor Boyd has worked with in the past. He does not have any experience with Phillips & Jordan.
- Phillips & Jordan is qualified but did not say whether it will use in-house personnel for survey and geotechnical work or failed to disclose adding subconsultants to its team. Wharton-Smith included them in its response.

Ms. Cerbone suggested the Committee review the last paragraph, on Page 14 of Phillips & Jordan bid package, as it might provide an answer to the subconsultant question.

Certified Minority Business Enterprise

- Mr. Kantarzhi pointed out that neither respondent is certified as a Minority Business Enterprise, which is a specific RFQ criteria; therefore, he recommended awarding zero points to both in that category.
- It was noted that Wharton-Smith's subconsultant, Liquid Solutions Group, LLC (LSG), is a certified Minority Business Enterprise and subconsultant, Eco-Build Strategies, is a certified Woman-Owned Minority Business Enterprise. Ms. Cerbone recalled that the main respondent

must be certified as a Minority Business Enterprise to receive a score in that category. She will confirm this with District Counsel.

The Committee Members discussed scores for each respondent in each category.

Regarding the Minority Business Enterprise category, Mr. Johnson reviewed statute and stated that it does not require the Evaluation Committee to give credit because a subcontractor is a certified Minority Business Enterprise or preclude the Evaluation Committee from giving points. The Committee has the discretion to award some or all of the points to the discretion that the respondents both have subcontractors. It was noted that Phillips & Jordan did not disclose subcontractors in its bid. Mr. Johnson stated that, if either respondent did not provide evidence of being a certified Minority Business Enterprise, the cleanest approach would be to award each respondent zero points in that category.

Mr. Johnson read the definition of Minority Business Enterprise.

Discussion ensued and questions were raised as to whether a respondent's domicile is in Florida and if they are considered a small business, which resulted in awarding zero points for the category.

Regarding subconsultants, Ms. Cerbone advised the Committee that, if the RFQ did not require respondents to list subconsultants, then respondents who did not are not remiss or found to have minor variance in their response.

C. Ranking

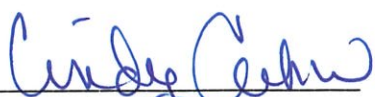
Mr. Kantarzhi recapped the overall group scores and ranking, as follows:

#1	Phillips & Jordan, Inc.	92 Points
#2	Wharton-Smith, Inc.	90 Points

THIRD ORDER OF BUSINESS

Adjournment

The meeting adjourned at approximately 12:38 p.m.


Secretary/Assistant Secretary


Chair/Vice Chair