

Minutes of Meeting
Armstrong Community Development District

The regular meeting of the Board of Supervisors of the Armstrong Community Development District was held Wednesday, July 12, 2017 at 1:00 p.m. at the Eagle Landing Sales Center, 3973 Eagle Landing Parkway, Orange Park, Florida.

Present and constituting a quorum were:

Marilyn Ayers	Vice Chairperson
Nancy Klock	Supervisor
Keith Jones	Supervisor
Mike Taylor	Supervisor

Also present were:

Darrin Mossing	District Manager
Katie Buchanan	District Counsel
Keith Hadden	District Engineer
Dean Vincent	East West
Darrin Mossing, Jr.	GMS, LLC

FIRST ORDER OF BUSINESS

Roll Call

Mr. Mossing called the meeting to order.

SECOND ORDER OF BUSINESS

Public Comment

There being none, the next item followed.

THIRD ORDER OF BUSINESS

Approval of the Minutes of the June 7, 2017 Meeting

On MOTION by Ms. Ayers seconded by Ms. Klock with all in favor the minutes of the June 7, 2017 meeting were approved as presented.

Mr. Mossing stated we are going to amend the agenda to include the resignation submitted by Michael Carlo.

FOURTH ORDER OF BUSINESS

Organizational Matters

A. Acceptance of Resignation Letter from Mike Carlo

On MOTION by Ms. Ayers seconded by Ms. Klock with all in favor Michael Carlo's resignation was accepted.

B. Appointment of New Supervisor to Fill Unexpired Term of Office (11/2018)

Mr. Mossing asked are there any nominations from the board to fill this position?

On MOTION by Ms. Ayers seconded by Mr. Jones with all in favor Mike Taylor was appointed to serve the unexpired term of office.

C. Oath of Office for Newly Elected Supervisor

Ms. Klock being a notary public of the State of Florida administered the oath of office to Mr. Taylor.

D. Election of Officers, Resolution 2017-07

Ms. Buchanan stated at this point I imagine we would adjust our last resolution designating a slate of officers and add Mike as an assistant secretary.

On MOTION by Ms. Klock seconded by Ms. Ayers with all in favor Resolution 2017-07 adding Mike Taylor as an assistant secretary to the slate of officers was approved.

Ms. Buchanan stated Mike you are entitled to compensation of \$200 per meeting.

Mr. Taylor accepted compensation.

FIFTH ORDER OF BUSINESS

Discussion of Fiscal year 2018 Budget

Mr. Mossing stated the proposed fiscal year 2018 budget was enclosed in your agenda package. It is basically an administrative only budget and meant to be funded by developer contributions. There is a slight increase from the prior year to include the fee for the annual audit. There is no action required by the board of supervisors it is informational only unless you

July 12, 2017

Armstrong CDD

have any questions or comments. I believe the public hearing is set for your August meeting to formally adopt that.

SIXTH ORDER OF BUSINESS

Consideration of Agreement with Armstrong Venture, LLC Regarding the Construction of Tynes Boulevard Extension

Ms. Buchanan stated at this point I would ask that you either table the item or approve the agreement in concept and delegate authority to the chairman to execute. As I understand it the district would like to put in place an agreement similar to a hold harmless where the developer is to be responsible for any additional funds that are necessary for the construction of Tynes Boulevard and agrees to indemnify the district for any actions it undertakes in connection with Tynes Boulevard. That being said you don't have the document in front of you and I would like to make sure we have it in place before we issue a notice to proceed, which will be at the next meeting.

This item was tabled until the next meeting.

SEVENTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

There being none, the next item followed.

B. District Engineer

Mr. Hadden stated we advertised and short listed last month and England Thims & Miller were selected as the CEI for Tynes and we have received prices from them.

Ms. Buchanan asked have you received any proposed changes because the agreement was in their package?

Mr. Hadden stated there have been no changes.

Ms. Buchanan asked you worked with the chairman and you are comfortable with the level of compensation that they proposed?

Mr. Vincent responded yes.

Ms. Buchanan asked would we expect to execute it between meetings and ratify it or are you going to bring it back?

Mr. Vincent stated we would expect to execute it between meetings.

Mr. Hadden stated we don't need them onsite until we start construction.

C. District Manager

There being none, the next item followed.

EIGHTH ORDER OF BUSINESS

Consideration of Proposals for Construction Services on Tynes Boulevard 1A, 1B and 2 Infrastructure Improvements

Mr. Vincent stated we received bids at noon on July 10th in accordance with the procedures. We received seven bids and were required under the interlocal agreement to seek bids on 1A, 1B and 2 all at the same time but separate. What we were going to propose is an overview of the bid results that relate to 1A only. We were looking at 1A only because there was only funding in place for 1A, a combination of county funding and Armstrong Ventures funding. All of this will have to be in place at the time of execution of contract, which will be before the next meeting. Even though we received bids on all three legal counsel has informed me that we are good for six months.

Ms. Buchanan stated correct, they agreed to hold their bid prices for six months.

Mr. Vincent stated I will inform the commissioners that we are leaving open the possibility of providing alternate funding between now and the next six months so there is a possibility that we will bring 1B and 2 back for consideration, evaluation and ranking at a future date. That being said Mr. Hadden can you provide the ranking?

Mr. Hadden stated they have it in the information package. We explained to everyone how we were going to do the evaluation. 40% of the evaluation was based on price but we also looked at their personnel, experience to do this type of work, understanding as well as the scale. What is in front of you is that ranking sheet and you can see the numbers that were given to the seven different contractors. Vallencourt was ranked no. 1 with 91 points out of 100, A.J. Johns was ranked no. 2 with 89 points out of a possible 100 and they go down from there. Down below you can see we are just doing 1A but you have the prices below so you can see where Watson was \$3,306,000, Vallencourt was \$3,488,000 but there was some concern about Watson's past experience it is fairly new and is only three years old but some of the personnel had worked on some projects we worked on in the past.

July 12, 2017

Armstrong CDD

Mr. Vincent stated they were all given the same information and required to provide a schedule of values and we felt the schedule of values provided by Watson is inferior to Vallencourt and a lack of clarification, which clearly influenced the evaluation.

Ms. Buchanan stated if we want to sum up the difference for the record between staff's ranking of no. 1 and no. 2 they were equally ranked when it comes to personnel, experience and understanding scope of work. Both are very good companies that could do the job for us. Vallencourt has a longer schedule than A.J. Johns and Watson but the pricing that Vallencourt provided was significantly better than the pricing from A.J. Johns, which ultimately led to the committee's ranking. At this point the board has the ability to modify these rankings based on anything you feel would be appropriate or you could have a motion to accept this ranking as presented. Our intent would be that we would authorize the ranking, staff would issue a notice of intent to award and would proceed to negotiate your form of agreement to move forward. Should we not be able to enter into contract with Vallencourt we would go to the number two ranked firm.

Mr. Hadden stated we will ask for unit prices on something that may be encountered to just have it in there. If something unforeseen came up we wouldn't know upfront how much it would cost.

Ms. Buchanan stated we would expect that all unit prices would be provided before we finalize the contract and it would match the lump sum price they provided.

On MOTION by Ms. Ayers seconded by Mr. Taylor with all in favor the rankings were approved with Vallencourt ranked no. 1 and the district engineer was authorized to bring back a contract for services to the next meeting.

Mr. Vincent stated now this has been accepted we will notify the others.

Ms. Buchanan stated when we get back to my office or Keith's office this afternoon we would expect that tomorrow morning a notice of intent to award with the rankings will be distributed to the seven bidders. At that point they have 72 hours to file a notice of protest with the district. Should we not receive that notice within 72 hours we are clear to move forward with negotiating a contract. If we do receive one then it will likely be followed by a public records

July 12, 2017

Armstrong CDD

request and then they have seven days to file a full blown protest. We don't see a lot of those but I just wanted to let you know that is a possibility.

NINTH ORDER OF BUSINESS

Supervisor's Requests and Audience Comments

There being none, the next item followed.

TENTH ORDER OF BUSINESS

Financial Statements as of May 31, 2017

A copy of the financial reports as of May 31, 2017 was included in the agenda package.

ELEVENTH ORDER OF BUSINESS

Consideration of Funding Request No. 11 (General Fund)

A copy of funding request no. 11 from the general fund was enclosed in the agenda package.

On MOTION by Mr. Taylor seconded by Ms. Klock with all in favor funding request no. 11 in the amount of \$6,450.61 from the general fund was approved.

TWELFTH ORDER OF BUSINESS

Consideration of Funding Request No. 6 (Construction Fund)

A copy of funding request no. 6 from the construction fund was enclosed in the package.

On MOTION by Ms. Klock seconded by Ms. Ayers with all in favor funding request no. 6 in the amount of \$25,337.64 from the construction fund was approved.

THIRTEENTH ORDER OF BUSINESS


Next Scheduled Meeting – 08/02/17 at 3:30 p.m. at the Eagle Landing Sales Center

Mr. Mossing stated the next scheduled meeting will be August 2, 2017 at 3:30 p.m. at the Eagle Landing Sales Center.

On MOTION by Mr. Taylor seconded by Ms. Klock with all in favor the meeting adjourned at 1:23 p.m.

July 12, 2017

Armstrong CDD


Secretary/Assistant Secretary


Chairperson/Vice Chairperson