

Anastasia Mosquito Control District of St. Johns County

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BOARD OF COMMISSIONERS

Jeanne Moeller, Chairperson
Trish Becker, Vice-Chairperson
Gina LeBlanc, Secretary/Treasurer
Catherine Brandhorst, Commissioner
Gayle Gardner, Commissioner



DISTRICT DIRECTOR

Dr. Rui-De Xue



Thursday, February 11, 2021

Next Meeting(s): Thursday, March 11, 2021 – 5:00 PM

MINUTES

The regular Board meeting for the Anastasia Mosquito Control District of St. Johns County was held on Thursday, February 11, 2021, at 5:00 P.M.

Board members in attendance:

Mrs. Jeanne Moeller, Chairperson
Mrs. Trish Becker, Vice-Chairperson
Mrs. Gina LeBlanc, Secretary/Treasurer
Mrs. Catherine Brandhorst, Commissioner (arrived at 5:20 P.M.)
Ms. Gayle Gardner, Commissioner

Also in attendance:

Dr. Rui-De Xue, Director
Mr. Wayne Flowers, Attorney

Dr. Rui-De Xue informed Commissioner Moeller that Commissioner Brandhorst was on her way to the meeting.

Also, representatives for Dimare Construction Co. and Compass Construction were in attendance in the audience, as well as a representative for Harrell Construction Co., Inc., accompanied by one representative from Pizzazz Scenic and one representative from Castano Group.

Chairperson Moeller called the meeting to order.

CEREMONY: New Commissioner Catherine Brandhorst was sworn into office by AMCD Attorney Mr. Wayne Flowers upon her arrival at 5:20 P.M.

ROLL CALL: Chairperson Moeller noted ~ All were present except Commissioner Brandhorst

Commissioner Moeller led the invocation and the Pledge of Allegiance to the flag.

CITIZEN PARTICIPATION: For Items not on the Agenda ~ None

APPROVAL OF AGENDA: Chairperson Moeller called for approval of the Agenda.

A. A motion was made to approve the Agenda as presented.

- Motioned by: Commissioner LeBlanc
- Seconded by: Commissioner Becker
- VOTE accepted unanimously by Commissioner Moeller, Commissioner Becker, Commissioner Leblanc, and Commissioner Gardner
- **MOTION PASSED UNANIMOUSLY**

APPROVAL OF CONSENT AGENDA: Chairperson Moeller called for approval of the Consent Agenda as modified.

B. A motion was made to approve the Consent Agenda as presented.

- Motioned by: Commissioner Becker
- Seconded by: Commissioner LeBlanc
- VOTE: Accepted unanimously by Commissioner Moeller, Commissioner Becker, Commissioner Leblanc, and Commissioner Gardner
- **MOTION PASSED UNANIMOUSLY**

- Commissioner Moeller proposed that the first item under Unfinished Business “New Commissioner statement... Commissioner Mrs. Brandhorst” be moved under Commissioner Comments. Attorney Mr. Wayne Flowers confirmed that as Chairperson, Commissioner Moeller had the authority to make the move at her discretion without the need for an amendment.

Consent Items ~ APPROVAL OF:

1. Treasurer’s Report
2. Vouchers (*Cancelled Checks*)
3. Chemical Inventory
4. Minutes: Regular Board Meeting, December 10, 2020 at 5:00 PM and January 14, 2021 at 5 P.M.
5. 2021/2022 budget calendar
6. Purchase spectrophotometer for pesticide analysis
7. Quarter budget analysis
8. Budget Amendments ~

UNFINISHED BUSINESS:

Item 1: New Commissioner Statement ... Commissioner Mrs. Brandhorst ~

- Commissioner Moeller moved this item to Commissioner Comments as the board awaited the arrival of Commissioner Mrs. Brandhorst.
 - **THERE WAS NO MOTION ON THIS ITEM**

Item 2: Approve the award for Permitting and Construction of the AMCD Disease Vector Education Center Building to ??? ~ Mr. Richard Weaver

- February 2, 2021 at 9 A.M. the AMCD did the bid opening. The reviewing committee met to open bids. Reviewing committee members were Commissioner Becker, Dr. Xue, Richard Weaver, Kay Gaines, and Scott Hanna. Richard explained how the reviewing committee ranked each company’s bid using the bid ranking form. The scores were then used to rank the companies 1-3, 1 being the best. Richard gave a breakdown of the ranking form, explaining that construction cost and point price were based on the main construction cost, which was the cost that points were awarded from, as opposed to total cost, which included alternates and estimated savings on sales tax. Point price for construction cost was worth 45

points. Experience of the firm was worth 30 points. Demonstrated understanding of the projects and goals was worth 10 pts. Minority outreach was worth 5 pts. Length of time for completion of the project was worth 10 pts. Ranking concluded Compass Group as #1, Harrell Construction as #2, and Dimare Construction as #3.

- Richard stated that numbers for Dimare on the memo provided were incorrect and that the actual numbers were \$1,843,000 for the point cost and \$2,058,000 for the total cost. Compass had a construction cost of \$2,198,950 and total of \$2,469,355. Harrell had a construction cost of \$3,465,000 and total cost of \$3,704,000. Because of variation in bids, the reviewing committee met with each construction company individually and went over their bids to make sure that each construction company understood the construction packet that was sent to them.
- Commissioner Moeller asked if all price points given were entirely filled out or if some were left blank. Richard responded that Compass and Harrell filled out the price points to completion, while Dimare had exceptions. Dimare later clarified on missing or unclear price points, but the bid was a sealed bid. Attorney Mr. Wayne Flowers suggested that since the bid was sealed, clarification made after the fact should not be considered as part of Commissioners determination of who the contract will benefit.
- Commissioner Moeller asked fellow Commissioners in what order they wished to hear from the contractors. Commissioner Becker suggested that there be a time limit on allotted speaking time for each company. Attorney Mr. Wayne Flowers stated that these are not bids, but proposals, and that decisions must be made based on the scores that were given based on the ranking sheets as they are laid out on the evaluation sheet. Commissioner Moeller asked if a 5%-15% cost for any changes will be added to the chosen bid. Richard confirmed that the percentage for this is usually 5% and has never exceeded 10% and that this is not just for change orders or the contractors, but also for furniture, etc., that the District may have to buy to make the building function. It was decided that contractors would speak in reverse order of how they were ranked.
- Commissioner Brandhorst entered the meeting at 5:20 P.M. Commissioner Brandhorst was sworn into office by Attorney Mr. Wayne Flowers.
- Frank Dimare of Dimare Construction approached the podium. He stated that his company provided the best base bid and was the only local contractor to present. Commissioner Becker explained that she was a part of the scoring committee and explained why she gave Dimare low scores for certain price points. Frank stated that he understood her reasoning and that he is glad he was able to clarify with staff earlier in the week to fill in gaps in their proposal that were originally missing.
- Glen Harrell of Harrell Construction approached the podium and thanked the AMCD for the 8 year relationship and partnership that the District has had with Harrell Construction. Joe Ash Brunette with Castano Group and Bob Nelson with Pizzazz Scenic accompanied Glen. Commissioner Becker asked about the roughly 1 million dollar difference between Harrell Construction's bid and the other two contractors. Harrell stated that he could not speak to what his competitors have done, but only to what he has done. Barnett explained the 10 G network and cloud based system needed to manage the facility that went into the bid along with other variables that contributed to the value. Bob Nelson emphasized how his world-

wide experience in delivering eye-candy displays make Harrell the best option for the project.

- Compass Group Construction approached the podium and thanked the District for this opportunity and asked if there are any questions after giving a brief explanation of his vision and excitement for the project. Commissioner Becker asked questions about where the laborer work will come from, about the software that will be used, about the acquisition of the helicopter that will be in the education center, and about the bee display. The Compass representatives responded accordingly.
- Commissioner Gardner stated that she feels Compass gave the most realistic offer. Commissioner Becker thanked all contractors and weighed the proposals, ultimately stating that she is leaning towards Compass. Commissioner Leblanc concluded that she values continued relationships and wished Harrell's proposal was closer to the other two contractors, but given all of the information that she would be inclined to choose Compass as well. Commissioner Brandhorst stated that she thought Harrell had the best presentation. Commissioner Moeller gave concluding statements about how she wished the Harrell bid was not so far off from the other bids and encouraged fellow Commissioners to make a motion.

C. A motion was made to approve Harrell Construction for the education center project.

- Motioned by: Commissioner Brandhorst
 - Seconded by: None
 - VOTE: None
 - **MOTION DIED FOR A LACK OF SECOND**
- Dr. Xue explained that while Harrell has done excellent work in the past, he does not want to support increased taxes that would result if Harrell Construction was approved due to the more than 1 million dollar surplus of Harrell Construction's bid in comparison with the other two bids.
 - Attorney Mr. Wayne Flowers stated that decisions cannot be made based off of which company is liked over the other, but must be made based off of the point price scores and how they are weighted in the approved ranking sheet.

D. A motion was made to approve Compass Construction for the education center project.

- Motioned by: Commissioner LeBlanc
- Seconded by: Commissioner Gardner
- VOTE: Accepted by Commissioners' Gardner, Becker, and LeBlanc
- VOTE: Opposed by Commissioners' Brandhorst and Moeller
- **MOTION PASSED 3:2**

Item 3: 2020 Intern student training program report ~ Dr. Whitney Qualls

- Dr. Qualls gave a PowerPoint presentation on the 2020 Internship Program. She explained how COVID impacted training for the interns and that the AMCD was corresponding to all CDC guidelines for the program. Dr. Qualls gave updates for each of the 2020 interns and their projects and experience with the AMCD.
 - **THERE WAS NO MOTION ON THIS ITEM**

NEW BUSINESS

Item 1: Update next 5 year work plan ~ Commissioner Brandhorst and Dr. Xue

- Dr. Xue detailed the next 5 year work plan that he and Commissioner Brandhorst had discussed together. He stated that the plan was a discussion that will be subject to change based on variables such as budget and money availability for the projects within the plan. There were eight points to the plan. The first point considered the installation of all equipment for the District's 2 new helicopters and budgeting money to use for the equipment that will be needed. The second point discussed a goal to finish the quarantine inspection by the EPA and the Florida Department of Agriculture in building 500 and to receive final certification for quarantine by next year. The third point was to thank the board for approval of the education building. The fourth point regarded budgeting for the SIT building design and that the building will hopefully be completed by the end of 2023. The fifth point considered possible expansion in 2024 and 2025. The sixth point discussed finishing the DOD contract through a grant by the end of 2023 and to finish the CDC grant with the University of Florida. The seventh point discussed continuing the annual mosquito control workshop. The eighth point looked to continue collaborations with the Federal Agency, University, and Industry for applied research. Commissioner Brandhorst and Dr. Xue agreed that the plan was not concrete and that it was an outline and that aspects are fluid to change as need be.
- Commissioner Moeller asked if there could be some sort of training for the new Commissioners at the upcoming arbovirus workshop.

E. A motion was made to have a commissioner training section at the 17th annual arbovirus workshop that is tentatively set for May and to have Commissioner Moeller in charge of it.

- Motioned by: Commissioner Becker
- Seconded by: Commissioner Gardner
- VOTE: Accepted unanimously by all commissioners
- **MOTION PASSED UNANIMOUSLY**

Item 2: Discussion and approval of the 17th arbovirus surveillance and NECE & AMCD equipment Dem ~ Dr. Xue

- Both the AMCD March, 2020 workshop and the AMCA April, 2020 workshop were cancelled due to the pandemic. The 17th arbovirus surveillance workshop plans to be held for this year following CDC social distancing and mask wearing guidelines if the COVID-19 pandemic limitations remain under control. Certain potential attendees are still under travel restrictions due to safety and liability issues. Dr. Xue proposed a temporary workshop schedule for May 10th, 2021 – May 12th, 2021. There would be a 50 people per day limit for the workshop. There would not be a banquet, only bagged lunch, with no shared food or drink. Attorney Mr. Wayne Flowers suggested a waiver form to address the release of liability related to COVID for people attending the workshop and agreed that he would compose one for the AMCD to distribute.
- #### **F. A motion was made to approve the 17th annual arbovirus surveillance and mosquito control workshop for May 10th-12th.**
- Motioned by: Commissioner LeBlanc
 - Seconded by: Commissioner Moeller
 - VOTE: Accepted unanimously by all commissioners
 - **MOTION PASSED UNANIMOUSLY**

REPORTS:

1. **Director** ~ Dr. Xue discussed that everything was being prepared for the coming season. A mandatory training for late February and March was scheduled to meet regulation requirements. Annual performance evaluations were being conducted with a deadline of the end of February. The District will work with commissioner Moeller and staff to prepare the SIT and mailed over 10 new copies to state senators and representatives. SIT proposal was submitted to local representatives and everyone said that it was a very good project and proposal and wished the AMCD good luck.
2. **Attorney** ~ Mr. Flowers stated that he did not have anything to report this month.

COMMISSIONER COMMENTS:

Commissioner Gardner ~ No comments.

Commissioner Becker ~ I would like to thank Compass and I hope you guys are ready to deal with us. This is quite the dog fight as they say in aerial terms. I think it's going to be great. I think you guys are going to do a fantastic job with it, you have great experience with set design and I know maybe not Disney Land but we're also not charging \$400 a ticket to go into our educational center. We need to be able to tell tax payers that we're taking care of their money wisely. The committee more than me, even though I'm on the committee, spent hours and days and we read every single line. This is just 1 of 11 stacks of paper that Richard made and went through and read and the whole committee didn't take anything lightly, especially as far as the scoring. I was very tough on the scoring because I thought if you couldn't follow a simple thing like write the name and the address of a person then how can we trust you to do a big thing. I think we made a good decision. I've got a thousand more masks from the health department that I've been giving out which brings my total up to over 15,000 as I stated earlier. COVID is still a very real thing, there are still lots of people dying from it, and it's not a joke and it's not funny and it's not a permanent thing if we all just put a mask on our face. It's not that crazy. Thank you (Compass) for staying, and I'm sorry that some of the people that stormed out after our decision was made were upset and saying remarks that weren't very nice when they left. Next week I will be speaking to the St. John's County Gardening Club, which has over 300 members. I do a lot of outreach, and so me and Eddie are going to be talking to them about plants and they're also very interested in volunteering with the education center to help us with the flowers and after they all get planted.

Commissioner LeBlanc ~ I would like to thank the staff as always, they're amazing and I really want to especially thank Kai Blore, Olivia Sypes, and Eddie for volunteering to serve as a judge for the science fair. Thank you, they did an awesome job.

Commissioner Brandhorst ~ If anybody has any input, any changes, anything that they think should be included in the 5 year plan let me know so we can make the changes. I realize you can't make changes far in advance, but it's entirely possible that we missed something or added something that shouldn't be there.

Commissioner Moeller ~ I really want to thank the staff. Richard in particular, and Kay. I am well aware that you have spent many awaking unpaid hours pulling together plans in order to put the RSP together for us and that is absolutely greatly appreciated by me and I am sure at the end of the day that we will have a state of the art project that we can be proud of. I will be speaking with Representative Stevenson by phone at 10 A.M. on Monday about our Appropriations bill and I can send out an email through Rudy with some notes about how the conversation went. If you need to respond to that or have any questions, you do not respond to me, please respond directly back to

our Director so that none of us inadvertently has a violation of Sunshine. And with that, our next meeting does start promptly at 5 P.M. on March 11th. I look forward to seeing you all then.

ATTACHMENTS: ~

1. None

ADJOURNMENT:

Chairperson Moeller adjourned the meeting at 7:03 P.M.

ATTEST


Chairperson, Commissioner Jeanne Moeller


Secretary/Treasurer, Commissioner Gina LeBlanc

These minutes are not intended to be a verbatim transcript of this meeting and could easily be misinterpreted by a reader who was not present. To obtain a full and accurate record of the meeting, an individual should view/listen to the entire proceedings via the District's DVD visual/recording system.

