Anastasia Mosquito Control District
of St. Johns County
www.amcdsje.org

District Board Meeting
August 12, 2021
Thursday at
5:00 P.M.
ANASTASIA MOSQUITO CONTROL DISTRICT
ST. JOHNS COUNTY

PROPOSED AGENDA
Thursday, August 12, 2021
5:00pm

Invocation and Pledge: Commissioner Brandhorst

Consent Items: Approval of:

1. Treasurer’s Report
2. Vouchers (Cancelled Checks)
3. Chemical Inventory
4. Minutes: Regular Board Meeting, July 15, 2021 at 5:00 p.m.
5. Approval of 17 workshop on Feb 28/2022 before AMCA meeting in Jacksonville
6. Approval of host of the FMCA/Military Fly-In Class in middle of January, 2022

Unfinished Business:

1. Discussion and approval of the company for construction of the SiT mass rearing facility based on bidding and committee recommendation ... Mr. Richard Weaver (20 minutes)
2. AMCD & UF’s Ph.D. student report ... Mr. Kai Blore (10 min)
3. Discussion and approval of Commissioner Mrs. Brandhorst to attend the FMCA meeting, Duck Key, November 16-18, 2021 .... Commissioner Mrs. Brandhorst (5 min)

New Business:

1. Discussion and approval of updated policy for Commissioners ... Commissioner Mrs. Moeller (20 min)
2. AMCD’s education & applied research symposium (180 minutes) at AMCA annual meeting, Jacksonville, Feb 28-March 4, 2022 ... Dr. Rui-De Xue (10 min)

Reports:

1. Director
2. Attorney

Commissioners’ reports and comments:

Attachments: For information purpose only.
Consents
TREASURER’S REPORT

JULY 2021 RECONCILE

REPORT FOR AUGUST 2021 MEETING

CASH BALANCES ENDING: 7/31/21

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<tr>
<td>S.B.A. Fund</td>
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<td>Bank of America</td>
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Total Funds as of 07/31/21 $10,201,871.77

SOURCE OF INCOME LOCAL/ SBA FUND: 7/31/21

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<tr>
<th>Revenue</th>
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<tr>
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<tr>
<td>Prcr Year Tax Distrib.</td>
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<td>SBA Fund - Return on Investment</td>
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<td>Local Fund, Interest</td>
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<td>Surplus Sales</td>
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<tr>
<td>Dormatory Rent</td>
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Total Deposits by 07/31/21 $42,842.89

CHEMICAL & INSECTICIDE INVENTORY

REPORT FOR AUGUST 2021 MEETING

SUMMARY

VOUCHERS PRESENTED

REPORT FOR AUGUST 2021 MEETING

Local Fund: Several
# Anastasia Mosquito Control District

**VOUCHERS (Electronic Bill Pay & Canceled Checks)**

From 07/01/21 through 07/31/21

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<tr>
<th>Date</th>
<th>Num</th>
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Total 110 · Wells Fargo Bank - Local - Other: -719,333.57 = 13,336,632.05

Total 110 · Wells Fargo Bank - Local: -719,333.57 = 4,412,253.73

TOTAL: -719,333.57 = 4,412,253.73
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# Anastasia Mosquito Control District

## Reconciliation Detail

110 · Wells Fargo Bank - Local, Period Ending 07/31/2021

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<th>Date</th>
<th>Num</th>
<th>Name</th>
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<td><strong>Cleared Transactions</strong></td>
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<td>-606,492.09</td>
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Total Checks and Payments

Deposits and Credits - 6 items

| General Journal       | 07/31/2021 | 9-#478 | Laryssa Fanney            | X   | 388.10      | 388.10    |
| General Journal       | 07/31/2021 | 9-#476R| Defense Dept              | X   | 24,566.98   | 24,945.08 |
| General Journal       | 07/15/2021 | 9-#430 |                          | X   | 2,264.04    | 27,209.12 |
| General Journal       | 07/21/2021 | 9-#425R| SmartCage-UF              | X   | 9,681.88    | 35,891.00 |
| General Journal       | 07/21/2021 | 9-#475R| SIT-Vero Beach            | X   | 20,465.36   | 56,346.36 |
| General Journal       | 07/26/2021 | 9-#418 | Dennis Hollingsworth      | X   | 3,302.78    | 59,649.14 |

Total Deposits and Credits

Total Cleared Transactions

|            |            |            |                         |     | -546,842.95 | -546,842.95 |

| Cleared Balance |            |            |                         |     | 4,585,849.35 |

Uncleared Transactions

Checks and Payments - 4 items

| Bill Pmt - Check | 07/20/2021 | 8068 | Florida Best Block       | X   | -4,037.03   | -4,037.03 |
| Bill Pmt - Check | 07/22/2021 | 8069 | Nationwide Retiremen...  | X   | -1,005.00   | -5,042.03 |
| Bill Pmt - Check | 07/29/2021 | 8070 | Compass Group Inc.       | X   | -166,903.59 | -171,916.62 |
| Bill Pmt - Check | 07/29/2021 | 8071 | Williams J. Youker       | X   | -1,650.00   | -173,565.62 |

Total Checks and Payments

Total Uncleared Transactions

Register Balance as of 07/31/2021

|            |            |            |                         |     | -720,438.57 | 4,412,253.73 |

New Transactions

Checks and Payments - 1 item

| Bill Pmt - Check | 08/05/2021 | 8072 | Nationwide Retiremen...  | X   | -1,005.00   | -1,005.00 |

Total Checks and Payments

Total New Transactions

|            |            |            |                         |     | -1,005.00   | -1,005.00 |

Ending Balance

<p>|            |            |            |                         |     | -721,443.57 | 4,411,248.73 |</p>
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<td>Type</td>
<td>Date</td>
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<td>Cleared Transactions</td>
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<td>Deposits and Credits - 1 item</td>
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<tr>
<td>Total Cleared Transactions</td>
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State Board of Administration  
Local Government Surplus Funds Trust Fund  
Participant Statement  
AGENCY ACCOUNT  101071  
07/01/2021  -  07/31/2021

ANASTASIA MOSQUITO CONTROL DIS  
OF ST JOHNS COUNTY  
120 EOC DRIVE  
ST. AUGUSTINE, FL 32092

Participant Return 07/31/2021 : 0.19 %

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For questions regarding your statement, please call (850) 488-7311  
https://www.sbafla.com/prime
Anastasia Mosquito Control District
Reconciliation Summary
112 · Bank of America, Period Ending 07/31/2021

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<td>Type</td>
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<td><strong>Total Cleared Transactions</strong></td>
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<tr>
<td><strong>Cleared Balance</strong></td>
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<tr>
<td><strong>Register Balance as of 07/31/2021</strong></td>
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<tr>
<td><strong>Ending Balance</strong></td>
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Your Full Analysis Business Checking
for July 1, 2021 to July 31, 2021

Account summary

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<th>Description</th>
<th>Amount</th>
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<tbody>
<tr>
<td>Beginning balance on July 1, 2021</td>
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<tr>
<td>Deposits and other credits</td>
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<td>Withdrawals and other debits</td>
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<td>Service fees</td>
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<tr>
<td><strong>Ending balance on July 31, 2021</strong></td>
<td><strong>$312,115.16</strong></td>
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</tbody>
</table>

Account number: 8981 0275 2170

- # of deposits/credits: 1
- # of withdrawals/debits: 47
- # of days in cycle: 31
- Average ledger balance: $268,810.31
| Date: 7/31/21 |  |
|--------------|----------------
| Date: 2/28/21 |  

**Total**  
970,069.46  
**BASE**  
91,668.46

| **DISTRICT TOTALS** |  |
|---------------------|----------------
| **MONTH OF JUNE 2021** |  
| **CHEMICAL & FUEL INVENTORY** |  
| **ANASTASIA MOSQUITO CONTROL DISTRICT OF ST. JOHNS COUNTY** |  

<table>
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<th>BEGINNING</th>
<th>AMOUNT PURCHASED</th>
<th>TRANSFERED IN</th>
<th>AVAILABLE</th>
<th>TRANSFERED OUT</th>
<th>AMOUNT USED</th>
<th>ENDING</th>
<th>BOOKED</th>
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<th>(under) OVER</th>
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<th>PHYSICAL BALANCE</th>
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**REVIEWED BY:**  
[Signature]  
**PREPARED BY:**  
[Signature]
### Chemical & Fuel Inventory

Anastasia Mosquito Control District of St. Johns County

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<tr>
<th>Invoice Date</th>
<th>Purchased From</th>
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<th>Physical Count</th>
<th>Value Pre-Budget</th>
<th>Actual Cost</th>
<th>Total</th>
<th>GALS</th>
<th>GAL$</th>
<th>VEC$</th>
<th>TOTAL</th>
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**Month of June 2021**

**Value**

Anastasia Mosquito Control District of St. Johns County

**Chemical Description**

- Jet A
- Gasoline
- Exctorac 12AS
- RSL 4
- Sustain MGE
- Strike Pellets
- Natural Dry
- Maldo
- Mosquitoist Two
- Duet
- Coco Bear
- ALVATER 20-20
- AnaBac XT
- ATALTOSE NR
- ATALTOSE XR
- ATALTOSE WSP

**Chemical Description** (Indicate lbs. gals. or ea.)
Anastasia Mosquito Control District of St. Johns County  
120 EOC Drive, St. Augustine, FL 32092  
Telephone: (904)-471-3107 * Fax (904) 471-3189 * Web: www.amcslc.org

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

Thursday, July 15, 2021

Next Meeting(s): Thursday, August 12, 2021 – 5:00 PM

MINUTES

The regular Board meeting for the Anastasia Mosquito Control District of St. Johns County was held on Thursday, July 15, 2021, at 5:00 P.M.

Board members in attendance:
- Mrs. Jeanne Moeller, Chairperson
- Mrs. Trish Becker, Vice-Chairperson (via phone call)
- Mrs. Gina LeBlanc, Secretary/Treasurer
- Mrs. Catherine Brandhorst, Commissioner
- Ms. Gayle Gardner, Commissioner

Also in attendance:
- Dr. Rui-De Xue, Director
- Mr. Wayne Flowers, Attorney
- Mr. Ron Flick, Compass Group

Chairperson Moeller called the meeting to order.

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

Approval of Commissioner Becker Joining the Meeting Via Phone

A. A motion was made to approve Commissioner Becker’s attendance via Phone
- Motioned by: Commissioner Catherine Brandhorst
- Seconded by: Commissioner Gina LeBlanc
- VOTE accepted unanimously by all commissioners
- MOTION PASSED UNANIMOUSLY

ROLL CALL: Chairperson Moeller noted ~ All Commissioners were present, except Commissioner Becker, she was present via phone with the approval of the board.

CITIZEN PARTICIPATION: For Items not on the Agenda ~ None

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

Note: A change in the Agenda, New Business one and two were switched because you cannot approve a Millage Rate before you approve a budget.

A. A motion was made to approve the Agenda with the New Business order change.
- Motioned by: Commissioner Gayle Gardner
- Seconded by: Commissioner Gina LeBlanc
- VOTE accepted unanimously by all commissioners
- MOTION PASSED UNANIMOUSLY

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

A. A motion was made to approve the Consent Agenda as presented.
   - Motioned by: Commissioner Catherine Brandhorst
   - Seconded by: Commissioner Gina LeBlanc
   - VOTE: Accepted unanimously by all commissioners
   - MOTION PASSED UNANIMOUSLY

**Consent Items ~ APPROVAL OF:**

1. Treasurer’s Report
2. Vouchers (Cancelled Checks)
3. Chemical Inventory
4. Minutes: Regular Board Meeting, June 17, 2021 at 5:00 p.m.
5. DACS Work Plan Narrative
6. Public hearing Dates: 1st hearing, Thursday, September 9, 2021 at 5:30 P.M. and final hearing, Thursday, September 23, 2021 at 5:30 P.M.
7. Board members to attend the FMCA annual meeting, Duck Key, November 15-18, 2021
8. Update about policy of military leave
9. Budget amendments

**UNFINISHED BUSINESS:**

**Item 1: Education Center Construction Update**

*Mr. Ron Flick, Compass Group*

Mr. Flick started his update discussing some significant items that have occurred which include, the completion of phase one of all set development and design meetings here with the center. He continued to explain that some advancements have been made, such as, critical flow patterns to confirm the flow is efficient, 3D modeling that helps in the decision-making cycle, backdrop and photography decisions have been made as of July 8th. Mr. Flick stated that a building permit has been obtained with a little back and forth between Compass Group and Saint John’s County. Florida Power and Light (FPL) has installed a transformer, site mobilization was initiated immediately after the permit was obtained and all utilities are in place, which is a requirement for the construction to be coordinated and completed. Mr. Flick continued discussing site mobilization items, such as, trailer set up, and installation of several things like the foundation boards and the underground water distribution piping has been installed, completed, inspected and passed. He mentioned they’ve committed $423,000 dollars to Saint Johns County vendors as part of their commitment to select as many local providers as possible. Mr. Flick also discussed tax savings to date, amounting to $2,700 dollars and $5,500 dollars in process.

- THERE WAS NO MOTION ON THIS ITEM

**Item 2: Update About GLP**

Dr. Qualls started the update explaining AMCD had a Good Laboratory Practice (GLP) facilities inspection by consultant Dr. Karl Malamud-Roam. She continued explaining in 2019 AMCD started the process of moving towards Good Laboratory Practices compliance, so the district can
serve as an efficacy testing laboratory for Environmental Protection Agency (EPA). Products that go through registration need to be certified as Good Laboratory Practices or implementing GLP. Dr. Qualls mentioned Dr. Malamud-Roam came back after 2020, because there was not much travel in 2020, and during that period of time the staff did a lot of work on recommendations that he gave to the AMCD board to bring AMCD to compliance. She continued, AMCD formed a committee and the committee spent a lot of hours bringing up our standard operating procedures. Dr. Qualls stated a lot of additional environmental monitoring was done as well, which means any type of incubator, insectary or chemical storage, specific for GLP studies is monitored, this was something Dr. Malamud-Roam really focused on because you have to be able to demonstrate that everything was conducted at the correct environmental conditions. She continued explaining that in order to become fully compliant they had to designate personnel for all different aspects of GLP, including Quality Assurance (QA), and the designated personnel have all developed documents.

Dr. Qualls explained with Dr. Malamud-Roam’s visit one of the processes was for him to walk through our facility as an EPA Inspector, which included providing him with an inventory of every piece of equipment and room that would serve as a potential place where GLP studies would be conducted. This took a lot of time for our QA group to be trained because EPA is going to be interested in assuring that the protocols we have set, are followed. Dr. Qualls confirmed it was a good visit and Dr. Malamud-Roam confirmed AMCD will be ready to do GLP studies by December 2021. The only hold back is having a sponsor that is interested in doing a GLP study, so, the next step is to identify a sponsor that needs a GLP study done, and to submit their product through registration. She continued explaining AMCD could do a GLP like study and submit that to the EPA, they will not give the district a certification but they will tell us whether the study was done to GLP standards or not, if it was done to GLP standards successfully and a company calls needing a facility, the EPA can recommend AMCD and confirm that AMCD has been inspected and is GLP compliant.

o THERE WAS NO MOTION ON THIS ITEM

NEW BUSINESS

Item 1: Discussion and Approval of DACS Work Plan Budget for FY2021/2022

➤ Dr. Xue opened the discussion mentioning that not much has changed with the DACS budget since the last board meeting and we have received the form DR- 420 from the county appraiser. He stated an adjustment was made to the revenue but no adjustment needed to be made to expenditures. He continued to explain staff transferred the draft budget items to the Department of Agriculture request form and the DACS budget has to be approved today due to the fact the deadline for that form is July 15, 2021. Dr. Xue mentioned that there are two months before the final budget needs to be approved, so, changes need to be made before the Final Public Hearing on September 24, 2021 because the Department of Agriculture request’s that a certified budget is due September 30, 2021.

➤ Commissioner Becker had a question regarding page three, section 13 under other salaries and wages, she noticed that Public Relation (PR) is listed twice and wondering if it was a typo.

➤ Dr. Xue and Commissioner Moeller confirmed it was a typo, that would be fixed.

A. A motion was made to approve the DACS work plan budget with the condition that the typo on page three section 13 under other salaries and wages will be fixed.

  o Motioned by: Commissioner Gayle Gardner
  o Seconded by: Commissioner Gina LeBlanc
  o VOTE: Accepted unanimously by all commissioners

  o MOTION PASSED UNANIMOUSLY

Item 2: Discussion and Approval of Recommendation of Tentative Millage Rate for FY21/22
Commissioner Moeller opened the discussion stating that we are looking to lower the millage rate to .2 thousand. She mentioned you can continue to lower the millage rate but once the millage rate has been lowered and set at .2 thousand you cannot raise it. Commissioner Moeller continued to explain the amount of taxes have gone up 8.9% because of all the houses that have gone up, which means we are bringing in more money.

A. A motion was made to lower the Tentative Millage Rate to .2 thousand and approve the Tentative Millage Rate with that adjustment.
   - Motioned by: Commissioner Gayle Gardner
   - Seconded by: Commissioner Gina Leblanc
   - VOTE: Accepted unanimously by all commissioners
   - MOTION PASSED UNANIMOUSLY

REPORTS:

1. **Director** ~ Dr. Xue reported that eight sentinel chickens have tested positive for eastern equine encephalitis (EEE), the mosquito population in some areas has increased a lot and the service request have also increased a lot. He stated the field technicians have started ground adulticiding at night and early in the morning, our helicopters are in operation and will be doing a barrier treatment around the neighborhood vegetation in World Golf Village, St. Johns golf course and Flagler Estates.

2. **Attorney** ~ Mr. Flowers mentioned he hopes everyone got their financial disclosures filed before July 1st and had no further comments.

COMMISSIONER COMMENTS:

**Commissioner Becker** ~ was supposed to lobby last year, however because of COVID the flight was cancelled and was given until the end of 2020 to use the credit, due to the fact COVID was still rampant, they gave us until the end of August 2021. The Board approved a trip to either New Jersey’s Universities or Puerto Rico’s Vectr Center, however neither of those places are allowing visitors, so I am in Washington DC and going to be touring the different museums. The difficulty is that you cannot go into some of the facilities without a pass and I was hoping to see the Insect Zoology Center at the Smithsonian National History Museum, but that was closed to the public. I talked to a couple of people there through email, they were not allowed to give me a tour. Capitol Hill is closed, so, I can’t meet with any of the representatives to discuss the SMASH ACT. I’ll be here taking pictures and trying to find out about any cool displays we could have.

**Commissioner Gardner** ~ no comment.

**Commissioner LeBlanc** ~ just wanted to thank the staff, they are doing an amazing job with everything. I appreciate your hard work from administration all the way to the field work.

**Commissioner Brandhorst** ~ apologized for being absent and tardy earlier in the year, explaining her husband is not doing well and asked for prayers.

**Commissioner Moeller** ~ I had the privilege of talking to our Florida Mosquito Control Association (FMCA) Executive Director, Karen Crawford, because there were a few things I just wanted to make sure I heard correctly and she did inform me of several changes that might be made. She was looking at having a meeting in Duck Key in November, they have not set their registration forms yet but they are looking to do that, non-members can attend, however they will probably pay somewhere between 25%-40% more of a higher rate than those that are members. January 18, 2022 and January 19, 2022 are lobby
days in Tallahassee, we are looking at a hotel room, so get that on your calendar if you want to go, however please know sometimes lobby meetings can start at 8 in the morning and end as late as after 5 in the evening. The other interesting thing I was told is they are seriously looking at a flat rate, which means they will not charge for individual members, the flat rate will include all employed by AMCD. Also, the FMCA was sending us about 37 Wing Beats Magazines for the quarter, they are going to stop sending so many out, but will continue to give them out at FMCA meetings, and would like to know how many AMCD would like to receive. I saw mosquito control in my area twice, so, I thank you for that and I really appreciate all your hard work

ATTACHMENTS: ~

1. None

ADJOURNMENT:
Chairperson Moeller adjourned the meeting at 5:45 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.
2021 MEMO

TO: Board of Commissioners
FROM: Dr. Rui-De Xue, Director
CC: Dr. Qualls
DATE: August 4, 2021
RE: Approval of 17th Arbovirus Surveillance and Mosquito Control Date (Feb 28, 2022)

The 17th Arbovirus surveillance and Mosquito Control Workshop, March 27-30, 2020 has been postponed twice due to the COVID-19 pandemic. Due to the AMCA annual meeting will be held in Jacksonville, Florida, March 1-4, 2022 and save the cost for travel for international and national scientists, we would like to hold our 17th workshop on Feb 28, 2022 before the AMCA annual meeting. The date is tentative and final decision will be based on the pandemic situation in Feb, 2022.
TO: Board of Commissioners

FROM: Dr. Rui-De Xue, Director

CC: Dr. Qualls

DATE: August 4, 2021

RE: Approval of hosting the FMCA and Military Fly-in class, January 10-13, 2022

The FMCA and Military asked AMCD for hosting the FMCA and Military fly-in class in January 10-13, 2022. They will pay for everything directly and the Military (about 20 people) will directly handle their fix wing aircraft parking in the St. Augustine Airport. Several helicopters from other Districts will be landed and parked in our testing field. The training is a major classroom teaching/presentations for registration, inspections, pesticides, regulations, and droplet sizes & efficacy. The class benefits to our aerial program and is a good opportunity for our employees to learn other programs and regulations of pesticides, and building network and promote AMCD reputation. The dates are tentative and the final decision will be based on the COVID-19 pandemic situation in January 2022.
UNFINISHED BUSINESS

#1
TO: Board of Commissioners  
FROM: Dr. Rui-De Xue, Director, Richard Weaver Business Manager  
DATE: August 12, 2021  
RE: AMCD SIT Building RFP

On August 3, 2021 at 9:00 AM the AMCD bid opening and review committee met to open the bids for the AMCD SIT Building. Committee members were Commissioner Jeanne Moeller, and staff Richard Weaver Business Manager, Dr. Whitney Qualls Entomologist, Kay Gaines Operations Manager and Scott Hanna CFO.

AMCD had 3 contracting companies receive bid solicitation packages, 2 companies came to the pre-bid meeting and were qualified to submit bids, 2 companies submitted bids.

The committee members each ranked each company’s bid submissions using the bid ranking form. The forms points were tallied by section and then averaged using the individual committee members point scores to get an average score for each section of the ranking form. These points were than totaled to get a score for each company. These scores were than used to rank the companies, the companies were than ranked 1 and 2, 1 being the best (see attached ranking forms).

Prices and scores:

1. Harrell Construction, score of 93.6, point price of $2,099,361.00. Cost breakdown:
   a. Design & engineering cost, Site Plan: $33,522.00.  
   b. Design & engineering cost, Building: $51,613.00.  
   c. Permitting, permits and impact fee costs: $48,668.00  
   d. Construction cost $1,965,558.00.  
   e. Total project cost: $2,099,361.00.  
   f. Sales tax savings: ($30,000.00).

2. Compass Group, score of 86.6, point price of $2,254,826.00. Cost breakdown:
   a. Design & engineering cost, Site Plan: $29,500.00.  
   b. Design & engineering cost, Building: $90,000.00.  
   c. Permitting, permits and impact fee costs: $32,237.00  
   d. Construction cost $2,103,089.00.
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<td><strong>Permitting, Permits and Impact Fee Costs</strong></td>
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<td>C</td>
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<td>Estimated Sales Tax savings</td>
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<td>(cost reduction)</td>
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</table>
Experience of Firm/Firms (Tab’s 1, 2, 3, 4, 8, 9 and 10)

INTRODUCTION/COVER LETTER: You should provide no more than a 2 page letter of introduction. The letter should highlight or summarize whatever information you deem appropriate as a cover letter, but at the least, this section should include the name, address, telephone number, and e-mail address of one contact to whom any correspondence should be directed.

BUSINESS ORGANIZATION: In this section, you should describe your business organization and who will serve as major participants and their respective roles. Organization. State full name, address, telephone number and web address of the proposing firm. Indicate whether those in the proposing group will operate as a sole proprietorship, individual, partnership, or corporation, and the state of its incorporation or license to operate. As applicable, provide the name of the branch office or other subordinate element that will perform or assist in performing the services described herein. Major participants. Interested parties may use joint venture partners or sub-consultants. If you plan to use this approach, provide the following in list form on a summary page (specific information about each partner or sub-consultant should be provided in the appendix, if desired). A list of major participants, especially consultants, and complete addresses, and their role. Should any of the participants include a Minority Business Enterprise (MBE), this should be noted. Specific role in the project of each participant noted above.

Estimated percentages of participation of each participant noted above. Confirmation of acceptance. By written confirmation, please note the following acceptance within the proposal (a signed statement will be sufficient).

Your firm/organization/joint venture consents that proposals will not be accepted from any company, firm, person, or party, parent or subsidiary, against which the District has an outstanding claim, or a financial dispute relating to prior contract performance with the District. Any time the District discovers such a dispute during any point of evaluation, the proposal will not be considered further.

Through a statement of disclosure, your firm/organization/joint venture will provide sufficient detail of any relationship, especially financial, between members of your firm and any District Board members, employees or there family members. This will allow the District to evaluate possible conflicts of interest. However, it will remain at the District discretion whether the extent of any conflict of interest remains substantial to disqualify any proposal.

Your firm/organization/joint venture consents that its proposal will remain valid for a period of not less than sixty (60) days from the due date of the proposal and not less than one year.

FIRM EXPERIENCE / CAPABILITY: In this section, proponents will provide a list of their firm’s work on projects the same as this one or similar to this one. The information will be presented at least in summary form and then can be followed as appropriate by a narrative. Same-type projects. On the first page(s) of this section, the following will be provided in summary form as a list for the same type projects, either completed or substantially completed by the firm.

NOTE: This should also be completed for each major joint venture partner or sub-consultant in the proponent’s group.

Name, location and description of project(s),
Date of project / completion date,
Describe the company’s involvement in the project.
Value in dollars,
Size and scope of project.

Name of client’s project manager and telephone number.

Name of architect of record and project architect and their role in this project.

Similar projects. To provide additional information, proponents can provide information on their work on projects related to this one (i.e. similar in design, construction or project approach), either completed or substantially completed.

PROJECT TEAM: This section will present those within your proposal who will deal directly on a day-to-day basis with this project.

Organizational chart. Provide an organization chart which gives a visual delineation of the organizational structure, and in particular, who will be interacting on a day-to-day basis between those on the design team and the District, especially the architect of record or the project architect (if different). A narrative of personnel and responsibilities can be included, as you deem appropriate. Within your organization chart, please note participation of any Minority Business Enterprise (MBE) or employees.

Summary of key personnel. On the first page(s) of this subsection, please provide a summary in list fashion of key personnel within the project team, their role in the project and a brief summary of their prior experience. This should be followed by a resume of each key staff person who will participate in the project, including key and relevant experience in similar projects.

Project manager. Indicate who the assigned project manager will be, the person’s experience and background. The project manager’s resume should be included and cover in detail their experience with similar projects.

FINANCIAL STRENGTH: This section should provide information demonstrating that the firm is financially sound and possesses sufficient financial resources to accomplish the project.

REFERENCES: References (at least three) including contact, relationship, address and phone number. Note: the District reserves the right to contact any previously mentioned client about your performance.

MISCELLANEOUS: This section provides an opportunity for you to provide other information that the project team considers relevant. Be specific.

Award points on a scale of 1 to 15 with 15 being the highest

Points awarded 14.4
### Knowledge of Project (Tab 5)

**DEMONSTRATED UNDERSTANDING OF PROJECT/CLIENT’S GOALS:** In this section, proponents will discuss their understanding of the project and its goals, why they believe their firm/partnership/joint venture is the most qualified to undertake the work and how they would approach the project. Project understanding. Provide a narrative that demonstrates your understanding of the project/strategy and project goals. Methodology. Provide a description or outline of the methodology. This should include how your project team will approach the project and its working relationship with others such as the District. Be specific about how your project team can translate the methodology you propose to meet program goals, interact with others outside of the project team who will be involved in the project and relevance of your approach to the District's intent and needs. Be specific about how your project team will work with the design/build contractor to assure quality performance. Provide information on any special services or techniques which you will offer which differentiates your proposal from any other.

*Award points on a scale of 1 to 10 with 10 being the highest score*  
Points awarded: 8.8

### Length of Time for Completion of Project (Tab 7)

**SCHEDULE:** Assume all work will proceed in a prompt and orderly manner. The proposal should indicate the expected amount of time to perform the services listed. Consideration will be given to the firm which can perform the service within the least amount of time. A time line will be provided. Note: The contract will have a clause allowing AMCD to deduct money due from the contract total for contract completion after the contracts scheduled completion date (late). The contract will have a clause allowing AMCD to add money due from the contract total for contract completion before the contracts scheduled completion date (early). Penalties will be made in the amounts of $15,000.00 for a full calendar month project is completed behind schedule. Rewards will be made in the amounts of $5,000.00 for a full calendar month project is completed ahead of schedule.

*Award points on a scale of 1 to 10 with 10 being the highest score*  
Points awarded: 9.4

### Minority Outreach (Tab 6)

**MINORITY/LOCAL OUTREACH:** Provide information about your past experience in encouraging minority participation and how this experience will provide you with the basis for involving local and minority participation on this project. This might include being a MBE firm or participation of MBE suppliers or vendors.

*Award points on a scale of 1 to 5 with 5 being the highest score*  
Points awarded: 5

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**Were there any exceptions to the RFP document? Yes No (if Yes list below)**

---

**Total points:** 13.6

**Ranking:** 1

### Committee Members

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<th>PRINT NAME</th>
<th>SIGNATURE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jerome McElhinney</td>
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<td>Marcia Gaines</td>
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<td>Richard Weaver</td>
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<td>Scott Hanna</td>
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<tr>
<td>Wanda O'Neal</td>
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<td><strong>RANKING FORM RFP 20/21-1-1 (Tab 11)</strong></td>
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<tr>
<td><strong>Firm Name</strong></td>
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<td>Project</td>
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<td><strong>Construction Costs (site &amp; building)</strong></td>
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<tr>
<td>Project</td>
<td>A</td>
</tr>
<tr>
<td></td>
<td>B</td>
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<td></td>
<td>C</td>
</tr>
<tr>
<td><strong>Construction Price, General Conditions and Other construction, total cost (lines A, B, C)</strong></td>
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<td><strong>Award points on a scale of 1 to 15 with 15 points awarded to the lowest price</strong></td>
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<tr>
<td>Points awarded</td>
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<tr>
<td><strong>Additional Cost Information</strong></td>
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<tr>
<td>Alternate cost (if any)</td>
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<tr>
<td>Estimated Sales Tax savings</td>
<td>$68,200.00</td>
</tr>
</tbody>
</table>


Experience of Firms/Firms (Tabs 1, 2, 3, 4, 8, 9 and 10)

INTRODUCTION/COVER LETTER: You should provide no more than a 2 page letter of Introduction. The letter should highlight or summarize whatever information you deem appropriate as a cover letter, but at the least, this section should include the name, address, telephone number, and e-mail address of one contact to whom any correspondence should be directed.

BUSINESS ORGANIZATION: In this section, you should describe your business organization and who will serve as major participants and their respective roles.

Organization. State full name, address, telephone number and web address of the proposing firm.

Indicate whether those in the proposing group will operate as a sole proprietorship, individual, partnership, or corporation, and the state of its incorporation or license to operate.

As applicable, provide the name of the branch office or other subordinate element that will perform or assist in performing the services described herein.

Major participants. Interested parties may use joint venture partners or sub-consultants. If you plan to use this approach, provide the following in list form on a summary page (specific information about each partner or sub-consultant should be provided in the appendix, if desired).

A list of major participants, especially consultants, and complete addresses, and their role.

Should any of the participants include a Minority Business Enterprise (MBE), this should be noted.

Specific role in the project of each participant noted above.

Estimated percentages of participation of each participant noted above.

Confirmation of acceptance. By written confirmation, please note the following acceptance within the proposal (a signed statement will be sufficient).

Your firm/organization/joint venture consents that proposals will not be accepted from any company, firm, person, or party, parent or subsidiary, against which the District has an outstanding claim, or a financial dispute relating to prior contract performance with the District. Any time the District discovers such a dispute during any point of evaluation, the proposal will not be considered further.

Through a statement of disclosure, your firm/organization/joint venture will provide sufficient detail of any relationship, especially financial, between members of your firm and any District Board members, employees or other family members. This will allow the District to evaluate possible conflicts of interest. However, it will remain at the District discretion whether the extent of any potential of interest remains substantial to disqualify any proposal.

Your firm/organization/joint venture consents that its proposal will remain valid for a period of not less than sixty (60) days from the due date of the proposal and not less FIRM EXPERIENCE / CAPABILITY: In this section, proponents will provide a list of their firm's work on projects the same as this one or similar to this one. The information will be presented at least in summary form and then can be followed as appropriate by a narrative.

Same-type projects. On the first page(s) of this section, the following will be provided in summary form as a list for the same type projects, either completed or substantially completed by the firm.

NOTE: This should also be completed for each major Joint venture partner or sub-consultant in the proponent's group

Name, location and description of project(s).

Date of project / completion date.

Describe the company's involvement in the project.

Value in dollars.

Site and scope of project.

Name of client's project manager and telephone number.

Name of architect of record and project architect and their role in this project.

Similar projects. To provide additional information, proponents can provide information on their work on projects related to this one (i.e. similar in design, construction or project approach), either completed or substantially completed.

PROJECT TEAM: This section will present those within your proposal who will deal directly on a day-to-day basis with this project.

Organizational chart. Provide an organization chart which gives a visual delineation of the organizational structure, and in particular, who will be interacting on a day-to-day basis between those on the design team and the District, especially the architect of record or the project architect (if different). A narrative of personnel and responsibilities can be included, as you deem appropriate. Within your organization chart, please note participation of any Minority Business Enterprise (MBE) or employees.

Summary of key personnel. On the first page(s) of this subsection, please provide a summary in list fashion of key personnel within the project team, their role in the project and a brief summary of their prior experience. This should be followed by a resume of each key staff person who will participate in the project, including key and relevant experience in similar projects.

Project manager. Indicate who the assigned project manager will be, the person's experience and background. The project manager's resume should be included and cover in detail their experience with similar projects.

FINANCIAL STRENGTH: This section should provide information demonstrating that the firm is financially sound and possesses sufficient financial resources to accomplish the project.

REFERENCES: References (at least three) including contact, relationship, address and phone number. Note: the District reserves the right to contact any previously mentioned client about your performance.

MISCELLANEOUS: This section provides an opportunity for you to provide other information that the project team considers relevant. Be specific.

Award points on a scale of 1 to 15 with 15 being the highest

Points awarded: [Blank]
Knowledge of Project (Tab 5)

DEMONSTRATED UNDERSTANDING OF PROJECT/CLIENT'S GOALS: In this section, proponents will discuss their understanding of the project and its goals, why they believe their firm/partnership/joint venture is the most qualified to undertake the work and how they would approach the project.

Project understanding. Provide a narrative that demonstrates your understanding of the project/strategy and project goals. Methodology. Provide a description or outline of the methodology. This should include how your project team will approach the project and its working relationship with others such as the District.

Be specific about how your project team can translate the methodology you propose to meet program goals, interact with others outside of the project team who will be involved in the project and relevance of your approach to the District's intent and needs.

Be specific about how your project team will work with the design/build contractor to assure quality performance.

Provide information on any special services or techniques which you will offer which differentiates your proposal from any other.

Award points on a scale of 1 to 10 with 10 being the highest score

| Points awarded | 8.2 |

Length of Time for Completion of Project (Tab 7)

SCHEDULE: Assume all work will proceed in a prompt and orderly manner. The proposal should indicate the expected amount of time to perform the services listed.

Consideration will be given to the firm which can perform the service within the least amount of time. A time line will be provided. Note: The contract will have a clause allowing AMCD to deduct money due from the contract total for contract completion after the contracts' scheduled completion date (late). The contract will have a clause allowing AMCD to add money due from the contract total for contract completion before the contracts' scheduled completion date (early). Penalties will be made in the amounts of $15,000.00 for a full calendar month project is completed behind schedule. Rewards will be made in the amounts of $5,000.00 for a full calendar month project is completed ahead of schedule.

Award points on a scale of 1 to 10 with 10 being the highest score

| Points awarded | 8.5 |

Minority Outreach (Tab 6)

MINORITY/LOCAL OUTREACH: Provide information about your past experience in encouraging minority participation and how this experience will provide you with the basis for involving local and minority participation on this project. This might include being a MBE firm or participation of MBE suppliers or vendors.

Award points on a scale of 1 to 5 with 5 being the highest score

| Points awarded | 3.5 |

Were there any exceptions to the RFP document? Yes No (If Yes list below)

Total points 86.6

Ranking 2

Committee Members

<table>
<thead>
<tr>
<th>PRINT NAME</th>
<th>Signature</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jerome J. Moore</td>
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<tr>
<td>Maria R. Moore</td>
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<tr>
<td>Marcia S. Moore</td>
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<td>Richard L. Moore</td>
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<tr>
<td>Scott H. Moore</td>
<td></td>
</tr>
<tr>
<td>Wilma W. Moore</td>
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</tbody>
</table>

PRINT NAME

SIGNATURE
RFP FY 20/21-1
HARRELL CONSTRUCTION CO., INC.
AMCD STERILE INSECT TECHNOLOGY (SIT) BUILDING
SUBMITTED TO:

ANASTASIA MOSQUITO CONTROL DISTRICT OF ST. JOHNS COUNTY

BY:
HARRELL CONSTRUCTION CO., INC.
4185 SUNBEAM ROAD, BLDG. 200
JACKSONVILLE, FL 32257

RFP CLOSING:
4 P.M. ON JULY 30, 2021
INDEX

1. Introduction / Cover Letter
2. Business Organization
3. Firm Experience / Capability
4. Project Team
5. Demonstrated Understanding of Project/Client's Goals
6. Minority/Local Outreach
7. Schedule
8. Financial Strength
9. References
10. Miscellaneous
11. RFP Ranking Form
TAB #1
July 30, 2021

Anastasia Mosquito Control District
Of St. Johns County
120 EOC Drive
St. Augustine, Florida 32092

Re: Request for Proposal FY 20/21-1

To Whom It May Concern:

We are pleased to offer the qualifications of Harrell Construction Co., Inc. to provide Design-Build Services for the Anastasia Mosquito Control District of St. Johns County for the AMCD Sterile Insect Technology (SIT) Building.

Harrell Construction was founded in Jacksonville, FL in July of 1977. We bring to the table over 44 years of design-build construction experience on large commercial projects. The following projects are examples of Design-Build Laboratories we have built over the years:

- Associated Minerals Assay Laboratory, Green Cove Springs, FL
- Praxair Liquid Oxygen Laboratory, Jacksonville, FL
- Florida Rock Assay Laboratory, Newberry, FL
- SAC Assay Laboratory, Branford, FL
- Eagle LNG Plant Laboratory, Jacksonville, FL
- AMCD Bldg. 100 Arbovirus Laboratory, St. Augustine, FL
- AMCD Bldg. 500 Insectary Laboratory, St. Augustine, FL
- AMCD Bldg. 600 Screened Laboratory, St. Augustine, FL
- AMCD Bldg. 800 Multipurpose Laboratory, St. Augustine, FL

The submission of this Proposal signifies and confirms acceptance of all of the terms of Anastasia Mosquito Control District’s Request that this Proposal references.

Harrell Construction has prepared this proposal in substantial conformity to the RFP documents issued by AMCD.

We are excited about the possibility of continuing our relationship with you on this project and again showing you how our quality and integrity can make a positive impact on your construction experience.

Best regards,

Glenis L Harrell, Jr., President
4185 Sunbeam Road, Bldg. 200
Jacksonville, FL 32257
Email: gharrell@harrell-construction.com
TAB #2
SECTION 2A: ORGANIZATION

Harrell Construction Co., Inc.
4185 Sunbeam Road, Bldg. 200
Jacksonville, FL 32257
904-739-5700 - Office
904-739-5959 - Fax
www.harrell-construction.com

Harrell Construction Co., Inc. is a Florida Corporation which was incorporated on June 13, 1977.

Our Florida Contractor License number: CGC010394
Design Build-General Contractor – 40%

Harrell Construction Co., Inc.
4185 Sunbeam Road, Bldg. 200
Jacksonville, FL 32257
904-739-5700
904-739-5959 (Fax)

Architect, Mechanical & Electrical Engineers – 30%

Doherty Sommers Architects-Engineers, Inc.
(A Woman Owned Business)
370 15th Avenue S.
Jacksonville Beach, FL 32250

Civil Engineers – 25%

Matthews Design Group
7 Waldo Street
St. Augustine, FL 32084

Metal Building Supplier & Metal Building Designer – 5%

VP Buildings
3200 Players Club Circle
Memphis, TN 38125
1. Harrell Construction Co., Inc. consents that proposals will not be accepted from any company, firm, person, or party, parent or subsidiary, against which the District has an outstanding claim, or a financial dispute relating to prior contract performance with the District. Any time the District discovers such a dispute during any point of evaluation, the proposal will not be considered further.

2. Harrell Construction Co., Inc. does not have any relationship financial or otherwise with any District Board Members, employees or their family members. (See Tab 10 Miscellaneous - Conflict of Interest & Clean Hands Disclosure Form)

3. Harrell Construction Co., Inc.'s proposal will remain valid for a period of not less than sixty (60) days from the due date of the proposal and not less than sixty (60) days from notification of progress in each step of the evaluation.
SECTION 3A:
SAME TYPE PROJECTS

Anastasia Mosquito Control District of St. Johns County Research Facility Project

- Completed 2019
- Harrell Construction Co., Inc. was the Design Build General Contractor on this project
- $3,649,815.00 (Original Contract) with Owner Direct Purchases
- Research Facility Complex
- Project Manager—William Youker - 904-739-5700
- Architect, Mechanical & Electrical Engineer
  Doherty Sommers Architect Engineers- Craig Sommers, A.I.A.
- Civil Engineer
  Matthews Design Group-Scott A. Knowles, PE, LEED AP

Anastasia Mosquito Control District of St. Johns County Base Station Project

- Completed 2016
- Harrell Construction Co., Inc. was the Design Build General Contractor on this project
- $4,046,955.00 (Original Contract) with Owner Direct Purchases
- 23,000 SF Base Station Complex
- Project Manager—William Youker - 904-739-5700
- Architect, Mechanical & Electrical Engineer
  Doherty Sommers Architect Engineers- Craig Sommers, A.I.A.
- Civil Engineer
  Matthews Design Group-Scott A. Knowles, PE, LEED AP

Anastasia Mosquito Control District of St. Johns County Chemical Storage Bldg.

- Completed 2014
- Harrell Construction Co., Inc. was the Design Build General Contractor on this project
- $213,150.00
- 720 SF Chemical Storage Building
- Project Manager—William Youker - 904-739-5700
- Architect, Mechanical & Electrical Engineer
  Doherty Sommers Architect Engineers- Craig Sommers, A.I.A.
- Civil Engineer
  Matthews Design Group-Scott A. Knowles, PE, LEED AP
SECTION 3B: SIMILAR PROJECTS

St. Johns Marine Storage Building

- Completed 2021
- Harrell Construction Co., Inc. was the Design –Build Contractor for this project
- $472,000
- Project Manager- Donald Sanow
- Owner's Project Manager-Paul Lambert-904-251-370
- Architect-DSAЕ-Craig Sommers, A.I.A.-904-241-0691

The Arc Jacksonville -Grove House Residential Home and Garage

- Completed 2019
- Harrell Construction Co., Inc. was the General Contractor for this project.
- $795,844.00
- New 6 Bedroom Community Residential Home and Garage
- Project Manager-Glen Harrell-904-739-5700
- Owner's Project Manager- Jim Whittaker-904-355-0155

Cable USA- Hurricane Irma Reconstruction

- Completed 2019
- Harrell Construction Co., Inc. was the Design - Build Contractor for this project
- $1,613,422.00
- Hurricane Irma Reconstruction
- Project Manager – Jason Harrell—904-739-5700
- Owner’s Project Manager-Gilbane Construction—Donald Lombardo-860-209-0881
- Architect- DSAЕ-Craig Sommers, A.I.A.--904-241-0691
Greyhound / Mega Bus Terminal

- Completed 2019
- Harrell Construction Co., Inc. was the Furnish & Erect Contractor for this project
- $826,345.00
- Transportation Facility
- Project Manager – Jason Harrell – 904-739-5700
- Owner’s Project Manager-Balfour Beatty Construction-Dave Cambell-904-237-2618
- Architect-Pond and Company-Joshua Sprowls-904-543-0400
TAB #4
SECTION 4: PROJECT TEAM

A. Organization Chart – Project Team

Harrell Construction
  Jason Harrell
  Project Manager

Doherty Sommers Architects Engineers
  Craig Sommers
  Architect

Matthews Group
  Scott Knowles
  Civil Engineer

Harrell Construction
  Thompson Taylor
  Assistant Project Manager

Harrell Construction
  Trulie Towne
  Accountant

Doherty Sommers Architects Engineer
  Karen Doherty
  Mechanical Engineer

Matthews Group
  Matthew Jurney
  Architect

Harrell Construction
  Robert Thornton
  Superintendent

Doherty Sommers Architects Engineers
  Javier Gomez
  Electrical Engineer

Harrell Construction
  Subcontractors
  /Vendors

Geomatics
  Russ Flint
  Surveying

Harrell Construction
  Maryem Magee
  Administrative Assistant

Augustine Alarm
  Tyler Halbrooks
  System Design

HARRELL CONSTRUCTION COMPANY, INC.

"BUILT WITH QUALITY AND INTEGRITY"

4185 Sunbeam Rd, Bldg 200
Jacksonville, Fl. 32257
Phone (904) 736-5700
www.harrell-construction.com
SECTION 4B:
SUMMARY OF KEY PERSONNEL

Glenis L. Harrell, Jr
President
Chief Executive Officer

President, Chief Executive Officer, Founder - Responsible for overall operation management since inception. 46 years of experience in Design Build projects. President of Northeast Florida Builders Association 1985-1986.

Representative Projects:

- Emergency disaster recovery repairs for Coca Cola after Hurricane Katrina.
- Nichia - Furnish & Erect 500,000 sf construction product manufacturing plant for Kajima in Macon, GA.
- Florida Rock Assay Laboratory in Newberry, FL

Jason Harrell
Vice President.
Director of Operations & Safety Director

Vice President – Oversees daily operations. Represents Harrell Construction in all business relations with customer before, during & after completion of projects. Responsible for the Co-creation, implementation and regulation of Safety practices in the office and on the job sites. Includes compliance with OSHA Standards.

Representative Projects:

- Jacksonville University Basketball Arena, Jacksonville FL
- United Airlines MRO Maintenance Hangar, Tampa, FL

Thompson Taylor
Assistant Project Manager

Assistant Project Manager - Represents and assists Harrell Construction in all business relations with customer before, during & after completion of project. Assists with preparation of owner presentations, proposals, budgets, estimates and schedules necessary to define the owner’s requirements and full scope of project. Experienced in project construction management. OSHA 30 Hour Certification.

Representative Projects:

- AMCD of St. Johns Co. Research Facility, St. Augustine, FL
- Subaru Delivery Shop Annex & Lot Repairs, Jacksonville, FL
SECTION 4B: SUMMARY OF KEY PERSONNEL

Robert Thornton
Superintendent

Superintendent - Serves as front line representative for Harrell Construction while insuring job safety at jobsites as well as enforcing all company policies for our employees and subcontractors.

Representative Projects:

- AMCD of St. Johns Co. Research Facility, St. Augustine, FL
- Subaru Delivery Shop Annex & Lot Repairs, Jacksonville, FL
- The ARC Kaden Place, Jacksonville, FL

Trulie Towne
Accountant

Accountant - Responsible for Accounting, Communications and Owner Direct Purchases (ODO's)

Maryem Magee
Administrative Assistant

Administrative Assistant - Assists project team with Clerical Support and Communications.
SECTION 4C: PROJECT MANAGER

Jason Harrell
Vice President, Director of Operations & Project Manager
Safety Director & Project Manager

Vice President, Director of Operations & Project Manager - Oversees operation. Represents Harrell Construction in all business relations with customer before, during & after completion of projects. Responsible for the Co-creation, implementation and regulation of Safety practices in the office and on the job sites. Includes compliance with OSHA standards.

Representative Projects:

- Jacksonville University Basketball Arena - Furnish & Erect construction of Basketball Facility for Balfour Beatty Construction on the Jacksonville University Campus in Jacksonville, FL.

- United Airlines - Furnish & Erect construction of United Tampa Line Maintenance Hangar for The Haskell Company at the Tampa International Airport in Tampa, FL.

- UPS Jacksonville Expansion - Furnish & Erect construction of Distribution Center for Kajima Building and Design Group in Jacksonville, FL.

- Cable USA - Design-Build Construction project for Hurricane Irma Reconstruction in Fort Myers, FL.
ORGNISATIONS

Professional Business Men's Association
Varo-Pruden Presidents Advisory Council
Metal Building Erector and Contractors Association

CERTIFICATIONS

American Heart Association Adult CPR Provider
National Safety Council Basic First Aid
National Safety Center for Construction Education Construction Site Safety Certification
JEA/JIP 10 Hour Safety Certified
OSHA 10 Certified
National Safety Alliance 16 Safety Leadership Development
AGC Supervisor Training Program
Varo-Pruden Optima Certified Installer
Varo-Pruden Lvl 3 VP Command User training
Certified Operator on industrial lifts

EDUCATION

Remington College - Tampa, FL

JASON L. HARRELL
VICE - PRESIDENT * DIRECTOR OF OPERATIONS
Harrell Construction Co., Inc.
4185 Sunbeam Rd., Bldg. 200
Jacksonville, FL 32257

EXPERIENCE - Over 25 years

Vice-President – 2017
- Management of day-to-day construction operations.
- Creation, construction, marketing and sales of commercial, industrial and building projects
- Management of sales and production staff.
- Financial management of firm as well as planning for short and long-term corporation objective.

VP. PEMB Division Leader 2006-Present
- Management and supervision of all field resources
- Control construction estimates, contracts and purchasing
- Responsible for commercial furnish and erect PEMB project estimating, project management, supervision of field personnel, cost control, project scheduling
- Negotiates contracts and purchases; promotes customer relations
- Planning for long and short-term Division Objectives

Safety Director 2002-Present
- Responsible for the co-creation, implementation and regulation of safety practices in the office and on the job sites
- Includes familiarity and compliance with OSHA standards
- Conducts weekly safety audits as well as quarterly safety and drug awareness meetings

Project Manager / Estimator - PEMB Division 2001- Present
- Management and supervision of all field resources
- Control construction estimates, contracts, and purchasing
- Responsible for commercial furnish and erect PEMB project estimating, project management, supervision of field personnel, cost control, project scheduling.

REPRESENTATIVE PROJECTS

- Jacksonville University Basketball Arena- Jacksonville, FL
- United Airlines MRO Maintenance Hanger-Tampa, FL
- UPS Jacksonville Expansion -Jacksonville, FL
- Cable USA – Fort Myers, FL
- The Rock Church-Gainesville, FL
Caren Doherty has extensive experience in the practice of mechanical engineering. She has worked on many different HVAC, controls and plumbing designs and systems. Licensed since 1998, she has worked on a wide variety of projects throughout the country. These include aviation facilities, restaurants, retail buildings and tenant spaces, medical facilities, industrial facilities and office buildings.

**PROJECT EXPERIENCE**

**Native Sun Natural Foods, Jacksonville, Florida**
Design Engineer and principal for an 18,000 SF organic supermarket and offices utilizing energy efficient Koreteck panels over a pre-engineered metal building frame. The project included several hot and cold display cases, large cold storage refrigerators and freezers and a kitchen for in-house food preparation.

**Alteon (Boeing) Flight Training Facility, College Park, Georgia**
Design Engineer and principal on a 52,000 SF flight training facility.

**Corporate Hangars, Craig Airport, Jacksonville, Florida**
Design Engineer and principal on a 12,000 SF three-bay corporate hangar building with an office adjacent to each hangar.

**PSS World Medical Corporate Hangar, Craig Airport, Jacksonville, FL**
Design Engineer and principal on a 10,000 SF single bay corporate hangar building with adjacent 2,000 SF office suite.

**Tru by Hilton, Jacksonville, Florida**
Design Engineer and principal for a new four story hotel. The project is approximately 40,000 SF with 91 guest rooms, a kitchen/dining space, fitness room, laundry facilities and lobby.

**AMCD, St. Johns County, Florida Building 100 (Administrative Offices & Research Laboratories), 200 (Maintenance & Vehicle Storage), 300 (Chemical Storage), 400 (Housing Building), 500 (Greenhouses), 700 (Sentinel Chicken Building), 800 (Multipurpose Lab) and 900 (Hangar)**
Design Engineer and principal for the AMCD facility. This included a variety of buildings types from storage to office to hangars to housing. The buildings for the facility were all constructed out of pre-engineered metal building systems with masonry wainscotting.

**Lakewood Dentistry, Jacksonville, Florida**
Design Engineer and principal for a 6,500 SF dentist office building.

**Rittenberg Dentistry, Jacksonville, Florida**
Design Engineer and principal for a 4,000 SF dentist office building that replaced the dentists original office building designed in the 1950’s. The new building has modern dental lab equipment and exam rooms while maintaining the residential feel of the neighborhood.

**Montoya Office Building, Jacksonville, Florida**
Design Engineer and principal for a 20,000 SF office building for Montoya & Associates and Landsouth Construction.

---

**CAREN M. DOHERTY, P.E.**
**ENGINEER - PRINCIPAL**

---

**YEARS OF EXPERIENCE**
- DSAE – 17 Years
- Industry – 39 Years

**EDUCATION**
- Bachelor of Mechanical Engineering  
  Georgia Institute of Technology

**PROFESSIONAL REGISTRATION**
- Florida 55021
- Georgia PE028353
- South Carolina 6401
- North Carolina 045444
- Maryland 005022
- Virginia 058558

**PROFESSIONAL AFFILIATIONS**
- American Society of Heating, Refrigerating and Air-Conditioning Engineers, Inc. (ASHRAE)
- Women Business Owners
- Society of Women Engineers (SWE)
Craig A. Sommers, A.I.A.
ARCHITECT - PRINCIPAL

DOHERTY SOMMERS
ARCHITECTS ENGINEERS, INC.

YEARS OF EXPERIENCE
- DSAE – 17 Years
- Industry – 28 Years

EDUCATION
- Bachelor of Environmental Design
  Miami University
- Master of Architecture
  Miami University

PROFESSIONAL REGISTRATION
- Florida 16480
- Georgia 8732
- South Carolina 6401
- North Carolina 13946
- Maryland 0018780
- Virginia 017959
- New Hampshire 4359

PROJECT EXPERIENCE

Native Sun Natural Foods, Jacksonville, Florida
Design Architect and principal for an 18,000 SF organic supermarket and offices utilizing energy efficient Koreteck panels over a pre-engineered metal building frame. The project included several hot and cold display cases, large cold storage refrigerators and freezers and a kitchen for in-house food preparation.

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Design Architect and principal of a 12,000 sf three-bay corporate hangar building with an office adjacent to each hangar.

PSS World Medical Corporate Hangar, Craig Airport, Jacksonville, FL
Design Architect and principal of a 10,000 SF single bay corporate hangar building with adjacent 2,000 SF office suite.

The Boulevard, Jacksonville Beach, Florida
Design Architect and principal for a 50,000 SF retail complex consisting of three buildings.

AMCD, St. Johns County, Florida Building 100 (Administrative Offices & Research Laboratories), 200 (Maintenance & Vehicle Storage), 300 (Chemical Storage), 400 (Housing Building), 500 (Greenhouses), 700 (Sentinel Chicken Building), 800 (Multipurpose Lab) and 900 (Hangar)
Design Architect and principal for the AMCD facility. This included a variety of building types from storage to office to hangars to housing. The buildings for the facility were all constructed out of pre-engineered metal building systems with masonry wainscoting.

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Design Architect and principal for a 6,500 SF dentist office building.

Rittenberg Dentistry, Jacksonville, Florida
Design Architect and principal for a 4,000 SF dentist office building that replaced the dentist’s original office building designed in the 1950’s. The new building has modern dental lab equipment and exam rooms while maintaining the residential feel of the neighborhood.

Montoya Office Building, Jacksonville, Florida
Design Architect and principal for a 20,000 SF office building for Montoya & Associates and Landsouth Construction.
Scott A. Knowles, PE, LEED AP
Sr. Professional Engineer

Education/Training
BS Agricultural Engineering
University of Florida, 1994

Registrations/Certifications
Professional Engineer: Florida, 2000

LEED Accredited Professional, 2009

Certified FDEP Stormwater, Erosion and Sedimentation Control Inspector, 2003

Certified FDEP Stormwater, Erosion and Sedimentation Control Inspector, 2008

Years of Experience
12 years with MDG
24 years total

SR. PROFESSIONAL ENGINEER

Scott Knowles has extensive experience in all phases of land development engineering, including site and roadway design, stormwater modeling and drainage design, utility engineering and coordination, and regulatory permitting. He has provided project management for an eclectic mix of projects that included services similar to those required for this RSQ including: site plans, land use plans, parking lots, sidewalks, multiuse paths/trails, demolition plans, grading plans, utility design and coordination, drainage design improvements and stormwater management facilities, SWPPP, roadway and intersection design, master planning, grant administration, permitting with governmental agencies, as well as post design support services. He has engineered and permitted a wide variety of projects, which have included municipal facilities, large residential subdivisions, large shopping centers, commercial office buildings, mining sites, roadways, ponds, schools and churches, and recreational facilities. His vast expertise in all areas of civil engineering and the construction industry has fortified his skills on best constructability and biddability design methods. Scott is highly skilled in construction administration services and has conducted pre-construction meetings and led the preparation of bid documents and provided bidding assistance. Rounding out his engineering expertise, Scott has specialized experience in Geographic Information System (GIS) databases, and in pump and power systems design for sanitary and stormwater lift stations.

Relevant Experience

Anastasia Mosquito Control District of St. Johns County Base Station, Phases 1 & 2, St. Augustine, Sr. Project Manager. Working with Harrell Construction, MDG provided conceptual site design and full civil engineering services for the new AMCD base station. The project scope included utility design, stormwater design, construction administration, and permitting with St. Johns County, SJRWMD and FDEP. Phase 1 includes an office, classroom, building maintenance facility, chemical storage facility, and fueling site. Phase 2, which is nearing construction completion, includes a student housing facility, multiple laboratory facilities, two greenhouses, environmentally controlled poultry facility for rearing disease sentinels, a heliport with associated hangar and fueling facility.

St. Johns County Combined Fire Station 5 & Sheriff’s Office South Regional Command Center, St. Augustine, Sr. Project Manager. MDG provided civil engineering site design for this nearly 23,000 SF fire station with four bay doors, which holds six fire apparatus. This new building located at 3370 U.S. 1 South houses a new southeast command center for the St. Johns County Sheriff’s Office in St. Augustine. The facility also includes a three-story drill tower and fitness room. This combination fire station and Sheriff’s Office replaces Stations 5 and 11 in south St. Johns County. The scope of work included site plan depicting site layout, roadways, traffic signal design, buildings, and site improvements; a demolition plan; utility plan; construction details accompanying the plan sets; and a Stormwater Pollution Prevention Plan (SWPPP). MDG also secured regulatory permits with St. Johns County, SJRWMD, FDEP, and FDCT.

St. Johns County Health & Human Services Center, St. Augustine, Sr. Project Manager. Working closely with the project architects and St. Johns County, MDG provided engineering services for the new services facility located near the St. Johns County office complex. Completed in three phases, the project encompasses over 40,000 SF of building footprint on a 16-acre site. Project scope included complete civil site design, stormwater and utilities infrastructure design, and permitting with the City of St. Augustine, St. Johns County, Florida Department of Environmental Protection (FDEP), and St. Johns River Water Management District (SJRWMD). Notably, the Center’s stormwater facility includes a wet detention pond paired with two bio-retention ponds, providing diversity of landscaping to the site. The two large biofiltration ponds, complimented with stately cypress trees, canna lilies, and marsh grass, help particulates to settle before moving to the large retention pond. This pond is a showcase element of the building, located on the main axis and adjacent to the outdoor patio for staff and patients to gather, and is also used for irrigation.
Matthew Jurney, PLA
Director of Landscape Architecture

Education/Training
BA Landscape Architecture - University of Georgia, 2004

Registrations/Certifications
Professional Landscape Architect: Florida, 2006

Professional Affiliations
American Society of Landscape Architects

Years of Experience
1.5 years with MDG
15 years total

LANDSCAPE ARCHITECT

Matthew Jurney has over 15 years of experience in the landscape architecture and land planning industry. His expertise was developed while serving a variety of clients on a diverse range of projects from roadway widening to commercial and residential site developments. Matt served as the City of Jacksonville’s Landscape Architect and was responsible for ensuring compliance with the city’s requirements and codes. Additionally, during his tenure with FDOT District 2 as Landscape Architecture GEC Program Support, his responsibilities included landscape design, master planning, work on design-build and other roadway projects, cost estimating, 3D modeling, video production, and community involvement. Other professional responsibilities have included land development, residential design-build, landscape construction documents and administration, highest and best use studies and municipal regulatory administration. Samples of projects that Matt has provided landscape architecture, irrigation design and planning services includes:

Relevant Experience

City of Jacksonville | Landscape Architect. As an employee, Matt served as the city’s landscape architect and was responsible for plan reviews ensuring all new development was in compliance with COJ and regulatory agencies. This also included tree protection and tree mitigation requirements as well as compliance with all landscape and irrigation requirements established within the land development code. Matt also ensured compliance with Americans with Disabilities Act and Florida Accessibility Code site requirements for new constructions such as ramps, maximum slope, access routes, parking standards, and all other relevant facilities.

• Blue Green at World Golf Village, St. Johns County
• Legacy Trails at World Golf Village, St. Johns County Atlantic East Condominiums, St. Augustine, FL
• Landscape Architecture Services for FDOT District 2 Headquarters Building, Lake City, FL
• University of North Florida Social Science Building, Jacksonville, FL
• University of North Florida Greek Village Master Plan, Jacksonville, FL
• Hero’s Memorial Park, Palm Coast, FL
• Fidelity Pocket Park, Jacksonville, FL
• Winchester Ridge, Jacksonville, FL
• Timucuan Reserve (DRI), Jacksonville, FL
• Landscape Architect - General Engineering Consultant Program Support, Lake City, FL, FDOT D2
• Northside Properties Master Plan/Highest and Best Use Study, Jacksonville, FL
• Fire Stations 324 and #35, Jacksonville, FL
• Switzerland Point Elementary, St. Johns County
• Home Depot at Plantation Crossing, Middleburg, FL
• Target Store at Beach and Hodges, Jacksonville, FL
• Gainesville Mercedes Auto Mall, Gainesville, FL
• Shoppes at Amelia Island, Amelia Island, FL
• Mazda at the Avenues, Jacksonville, FL
• I-10 Corridor Aesthetic Enhancements, Jacksonville, FL
• Starke 301 Compete Streets PD&E Study, Jacksonville, FL
• New World Avenue Extension, Jacksonville, FL
• I-95 Corridor, FDOT D2, Jacksonville, FL
• University of North Florida Eco-Road, Jacksonville, FL
TAB #5
SECTION 5A: PROJECT UNDERSTANDING

Project Description and Understanding

AMCD is building a 6000 SF (60' X 100' foot print), 14' eave single story pre-engineered metal building (PEMB) that will house a production laboratory to grow and distribute treated male mosquitoes used for the reduction of general mosquito populations. This building will be located at AMCD’s current facility with options for 2 locations on site, the most cost-effective solution being the highest desired location. The current RFP is for the design and construction of the entire project. The design portion includes location of the building site based on economics and site suitability and includes the site design (civil engineering) and building design based on rough design sketches included within the RFP package as well as input from AMCD’s Director and staff during the design process. Construction is to include the site work and all necessary infrastructure, erection of the PEMB, and construction of the interior including, but not limited to, walls, ceiling, flooring, casework, electric, plumbing, HVAC, data, phone, alarms, keycard and installation of all equipment (both FBO and by GC).

Harrell Construction has been directed to use Matthews Design Group as the civil engineering group on this project.

Harrell Construction will work with AMCD staff to prepare a building plan for the SIT building. All plans and specifications will be in compliance with St. Johns County (SJC), State and Federal rules, building codes and regulations.

Harrell Construction will prepare all necessary permit application packages, prepare supporting documents and apply for and pay for permits.

The construction plans will be developed with, reviewed by, and approved by the AMCD Director and staff, once approved then the required permits will be pulled and the building’s final cost and construction schedule will be confirmed.

Upon final cost approval and execution of the Design-Build contract, construction will begin.

When building is completed, the facility will be fully functional and AMCD will have a Certificate of Occupancy (CO) for the building.
SECTION 5A:  
PROJECT UNDERSTANDING

Harrell Construction’s price will include all applicable sales tax, AMCD, through Harrell Construction (and sub-contractors), will pay for all substantial materials (individual purchase orders exceeding $4,000.00) less the sales tax (AMCD is exempt). Harrell Construction will then credit AMCD, using a negative change order, the purchase price and the applicable sales tax. This method will allow AMCD to save approximately 6.5% on the materials used for the building project. The estimated sales tax savings will be listed on the ranking form by Harrell Construction.

Harrell Construction believes we are uniquely qualified to deliver this design build project to AMCD in the most effective, efficient manner possible. This is based on our experience of nine other buildings for AMCD.

Harrell Construction is singularly capable of executing the design, fabrication and erection of the pre-engineered metal building component, in spite of the current economic environment and long lead times for the most critical components of this project.
Section 5B: Methodology

It’s likely you’re already familiar with the term design-build construction. But what exactly does design-build mean, and what are the advantages of using a design-build company for your construction project?

In short, design-build means exactly what it says. Instead of the traditional method of one company (an architect) handling the design and another (a general contractor) the construction, the same company handles both.

Here are seven key advantages to using the design-build method of construction over the classic design-bid-build method.

Singular Responsibility
With both design and construction in the hands of a single entity, with design-build construction there is a single point of responsibility for quality, cost, and schedule adherence. The design-builder is motivated to deliver a successful project by fulfilling multiple parallel objectives, including aesthetic and functional quality, budget, and schedule for timely completion. With design-build, AMCD is able to focus on scope/needs definition and timely decision making, rather than on coordination between designer and builder.

Enhanced Communication
Because design and construction are overlapped, and because bidding periods and redesign are eliminated, total design and construction time can be significantly reduced. With design-build construction, material and equipment procurement and construction work can begin before the construction documents are fully completed. The resulting time savings translates into lower costs and earlier utilization of the completed facility.

Faster Project Completion
Design-build construction projects can be completed in a shorter amount of time because bid time is reduced, scheduling for the project can begin before design is finalized, potential construction problems are uncovered early and enhanced communication keeps everything moving.

Quality Control
The singularized responsibility inherent in design-build serves as a motivation for quality and proper project performance. AMCD's requirements and expectations are documented in performance terms in the RFP and it is Harrell Construction's responsibility to produce results accordingly. Harrell Construction warrants to the owner that it will produce design documents that are complete and free from error. During the construction process this attention to quality does not end, as the designer becomes the master builder, and manages the construction of the project to completion.
Reduced Administrative Burden

During procurement, the potential exists for design-build to reduce AMCD's administrative burden. During actual design and construction, AMCD is not required to invest time and money in coordinating and arbitrating between separate design and construction contacts, but rather is able to focus on timely decision making.

Early Knowledge of Construction Costs

Construction costs are known far earlier than in other delivery systems. Harrell Construction is simultaneously estimating construction costs and can accurately conceptualize the completed project. Staged contracting for design-build services affords the owner one or more "go, no-go" decision points during design. The decision to proceed with the project is made before substantial design expenditure and with knowledge of final project cost.

Improved Risk Management

Performance aspects of cost, schedule and quality are clearly defined and responsibilities/risks are appropriately balanced (individual risks are managed by the party best positioned to manage that risk). Change orders due to "errors and omissions" are virtually eliminated, because the design-builder had responsibility for developing drawings and specifications as well as constructing a fully-functioning facility.

The Benefits of Design-Build

*Best Value. Faster Completion. Reduced Cost.*

Design-Build Method

![Diagram showing the Design-Build Process]

Design-Bid-Build

![Diagram showing the Design-Bid-Build Process]

*Source: Construction Industry Institute Post Study research comparing 36 projects ranging from $100K to $10 million: 20, 11.

"BUILT WITH QUALITY AND INTEGRITY"
TAB #6
Section 6: Minority / Local Outreach

Harrell Construction Co., Inc. was founded in Jacksonville, FL in 1977. Throughout our long history in North Florida, we have constructed a multitude of local projects in the Jacksonville and St Augustine area including work for the School for the Deaf and Blind, St Johns County Sheriff’s Office, St Johns County School Board and many local businesses and attractions. Our Subcontract base for the SIT Building has been identified and we plan to exceed 45%, local to St Johns County, participation. We anticipate over 90% of our workforce will come from the St Johns County, Duval and Flagler county areas.

Harrell Construction has already achieved over 20% MBE participation for the design portion of the contract.

Harrell Construction will employ the following strategies to encourage participation from MBEs. (Harrell Construction has committed to a goal of in excess of 10% for MBE).

1. Place emphasis on the importance of soliciting certified MBE firms for subcontracting opportunities at pre-bid conferences and in the bid documents. Examine specifications to identify special subcontracting opportunities and strongly encourage subcontract bids from MBE firms.

2. Provide detailed information to majority subcontractors concerning the bidding and good faith efforts requirements by holding meetings with the subcontractors.

3. Build new and strengthen existing business relationships through networking. Continue communicating with other North Florida contractors and associations to find out how their MBE outreach programs are working and to share "best practices" and ideas to improve our program.

4. Participate in educational opportunities throughout the community as they become available to share Harrell Construction’s outreach plan with interested businesses and organizations.

5. Be visible through participation in trade shows and business organizations of interest to MBE firms, majority contractors, and small businesses, and provide information to the general public about the MBE program, and continue outreach efforts to the business community.

6. Maintain or continue to maintain a database specifically for MBE firms and majority contractors to ensure those firms wishing to do business with Harrell Construction are easily identified and listed with up-to-date information.

7. Work with architects and engineers to make subcontracting opportunities more noticeable and more easily understood by potential contractors and subcontractors.
TAB #7
Section 7: Schedule

All work will proceed in a prompt and orderly manner. Harrell Construction Co., Inc. anticipates 90 days for design, 144 days for permitting and 218 days for construction. Harrell Construction Co., Inc. acknowledges that the contract will have a clause allowing for AMCD to deduct $15,000.00 a month from the contract total if completion exceeds calendar months from the date of commencement. The contract will also allow AMCD to add $5,000.00 a month to the total contract for early completion.
Section 8: Financial Strength

Bonding Agent
Cecil W. Powell & Company
219 N. Newnan Street
P.O. Drawer 41490
Jacksonville, FL 32203-1490
Contact: Robert T. Theus
Phone: 904-353-3181
Fax: 904-353-5700

Banking Relationships
TIAA Bank
301 West Bay Street
Jacksonville, FL 32202
Contact: Audra Lester
Phone: 904-623-3392
Fax: 904-623-8280

Suntrust Banks, Inc. now Truist
13927 Old St. Augustine Road
Jacksonville, FL 32258
Contact: Tammy Molter
Phone: 904-423-4043
Fax: 904-260-2908
RE: Harrell Construction Co., Inc

To Whom It May Concern:

Cecil W. Powell & Company is the bonding agent for Harrell Construction Co., Inc. Based on normal and standard underwriting criteria at the time of the request, Performance and Payment bonds will be provided on for projects up to $15,000,000 single $30,000,000 in the aggregate with the provision that we and Fidelity and Deposit Company of Maryland reserve the right to review final contractual documents, bond forms, and obtain satisfactory evidence of funding prior to any final commitment to issue bonds, and do not assume liability to any third party, including yourselves, if we do not execute said bonds.

Harrell Construction Co., Inc. is bonded through Fidelity and Deposit Company of Maryland. Fidelity and Deposit Company of Maryland has an A.M. Best rating of A+ XV and is licensed to conduct business in the State of Florida. Currently Harrell Construction Co., Inc has $23,000,000 unencumbered.

Harrell Construction Co., Inc. is an excellent contractor and we hold them in the highest regard. We feel extremely confident in our contractor and encourage you to offer them an opportunity to execute any upcoming projects.

If you should have any questions, please do not hesitate to give me a call.

Sincerely,

Robert T. Theus
Attorney in Fact
July 2, 2021

RE: Harrell Construction Co., Inc.

To Whom It May Concern:

Please accept this letter as my confirmation of TIAA Bank's account relationship status with Harrell Construction Co., Inc.

Revolving Line of Credit Facility
- Current balance = $0
- Availability = $100,000
- The line is unsecured.

Deposit Accounts
- The company and its related entities maintain several deposit accounts with a combined, seven figure average balance.

All accounts and credit facilities are in good standing and have been handled as agreed by the customer.

If I can be of further assistance, please do not hesitate to contact me.

Sincerely,

Audra Alaine Lester
(Commercial Portfolio Mgmt)

Audra Lester
AVP, Commercial Portfolio Manager
TIAA Bank
(904) 623-3392
Audra.lester@tiaabank.com
July 12, 2021

Harrell Construction Company Inc
4185 Sunbeam Road Suite 200
Jacksonville, FL 32257

Re: Bank Reference Letter

Please accept this letter as verification for the above mentioned client.

- Client relationship since 1991
- Client maintains all accounts as agreed and in good standing
- Accounts maintain average balances totaling in the six figures

Please let me know if you have any questions.

Sincerely,

Tammy Molter

Tammy Molter
SVP
SunTrust Bank now Truist
TAB #9
SECTION 9:
LIST OF REFERENCES

AMCD of St. Johns County
120 EOC Drive
St. Augustine, FL 32092
Contact: Richard Weaver
(904) 471-3107
Relationship-Client

VP Buildings
3200 Players Club Circle
Memphis, TN 38125
Contact: Paul Day
(901) 748-8000
Relationship-Supplier

The ARC-Jacksonville
1050 North Davis Street
Jacksonville, FL 32209
Contact: Jim Whittaker
(904) 355-0155
Relationship-Client

Balfour Beatty
255 S Orange Ave #1100
Orlando, FL 32801
Contact: David Campbell (407) 226-9819
Relationship-Client
TAB #10
CONFLICT OF INTEREST & CLEAN HANDS DISCLOSURE FORM

I HEREBY CERTIFY that

1. I (printed name) Glenis L Harrell, Jr. am the (title) President and the duly authorized representative of the firm of (firm name) Harrell Construction Co., Inc. whose address is 4185 Sunbeam Road, Bldg. 200, Jacksonville, FL 32257, and that I possess the legal authority to make this affidavit on behalf of myself and the firm for which I am acting; and,

2. Except as listed below, no employee, officer, or agent of the firm have any conflicts of interest, real or apparent, due to ownership, other clients, contracts, or interests associated with this project; and,

3. Neither the business nor any authorized representative or significant stakeholder of the business has been determined by judicial or administrative board action to be in noncompliance with or in violation of any provision of the Anastasia Mosquito Control District nor has any outstanding past due debt to the Anastasia Mosquito Control District: and

4. This proposal is made without prior understanding, agreement, or connection with any corporation, firm, or person submitting a proposal for the same services, and is in all respects fair and without collusion or fraud.

Signature: 

Printed Name: Glenis L. Harrell, Jr.

Firm Name: Harrell Construction Co., Inc.

Date: 7/30/21

Sworn to and subscribed before me this 30th day of July 2021.

Personally known

OR Produced identification Notary Public-State of Florida

My Commission expires 3/5/25

(Type of Identification)

(Printed, typed or stamped commissioned name of Notary Public)
ANASTASIA MOSQUITO CONTROL DISTRICT
OF ST. JOHNS COUNTY
120 EOC DRIVE, ST. AUGUSTINE, FLORIDA 32092
TELEPHONE: 904-471-3107

REQUEST FOR PROPOSAL FOR THE DEVELOPMENT OF A SITE PLAN, BUILDING PLAN,
PERMITTING AND CONSTRUCTION OF THE AMCD STERILE INSECT TECHNOLOGY (SIT)
BUILDING

RFP # 20/21-1

Acknowledgement of Receipt of RFP Forms
Revised 7/27/2021

- RFP Solicitation Document 20/21-1
- Ranking Form 20/21-1-1
- AMCD SIT Building Layout Floor Plan, RFP 20-21-1-2
- AMCD SIT Building Locations, RFP 20-21-1-3
- AMCD SIT Site Plan, RFP 20-21-1-4
- AMCD SIT Geotechnical Report North Parcel, RFP 20-21-1-5
- AMCD SIT Geotechnical Report South Parcel, RFP 20-21-1-6
- AMCD SIT As-built Grading Plan, North Parcel, RFP 20-21-1-7
- AMCD SIT As-built Grading Plan, South Parcel, RFP 20-21-1-8
- AMCD SIT As-built Utility Plan, North Parcel, RFP 20-24-1-9
- AMCD SIT As-built Utility Plan, South Parcel, RFP 20-24-1-10
- AMCD SIT Irradiators & Chillers, RFP 20-21-1-11 Addendum 1
- AMCD SIT Plumbing Fixture Basis of Design, RFP 20-21-1-12
- RFP 20/21-1 Addendum 1
- RFP 20/21-1 Addendum 2 with attachments
- RFP 20/21-1 Addendum 3 with attachments

I have received and reviewed all the above listed documents for bid solicitation 20/21-1.

Company Name Harrell Construction Co., Inc.

Print Name Glenis L. Harrell, Jr., President

Signature

Date Signed 7/30/21

Please include this signed document with your Bid, under tab 10 miscellaneous.
SECTION 10:
MISCELLANEOUS

Harrell Construction Co., Inc.’s VP Buildings
Hall of Fame Awards:

- 2021 United MRO, Tampa, FL - Transportation Category Winner
- 2021 The Rock of Gainesville, Gainesville, FL - Best of Church Category Winner
- 2020 USCG Elizabeth City, Elizabeth City, NC - Government Category Winner
- 2020 UPS Jacksonville Expansion, Jacksonville, FL – Distribution Category Winner
- 2019 Greyhound/Mega Bus Terminal, Jacksonville, FL - Best of Transportation Category Winner
- 2018 MAAS Aviation, Mobile, AL - Transportation Category Winner
- 2018 Morton Salt Packaging, Port Canaveral, FL – Best of Distribution Category Winner
- 2018 Ponce Papa Johns – St. Augustine, FL – Retail Category Winner
- 2017 AMCD Administration Complex, St Augustine, FL - Government Category Winner
SECTION 10: MISCELLANEOUS

Harrell Construction Co., Inc.'s Appreciation Plaque:

"In Appreciation for outstanding service to Anastasia Mosquito Control District and the Taxpayers of St. Johns County over the last 8 years. Since 2013 Harrell Construction Co., Inc. has maintained a professional partnership with Anastasia Mosquito Control District culminating in the development of an 18 acre complex comprised of 11 structures and buildings.

The Anastasia Mosquito Control District Board of Commissioner and staff thanks Harrell Construction Co., Inc. for their service."

Presented on this 11th day of March, 2021.
TAB #11
<table>
<thead>
<tr>
<th><strong>Firm Name</strong></th>
<th>Harrell Construction Co., Inc.</th>
<th><strong>Date</strong></th>
<th>7/30/2021</th>
</tr>
</thead>
</table>

**Design and Engineering Costs**

**Site Plan**
- Cost $33,522
- Total Cost $33,522 (points price)

Award points on a scale of 1 to 15 with 15 points awarded to the lowest price

**Design and Engineering Costs**

**Building**
- Cost $51,613
- Total Cost $51,613 (points price)

Award points on a scale of 1 to 15 with 15 points awarded to the lowest price

**Permitting, Permits and Impact Fee Costs**

**Project**
- Cost $48,668
- Total Cost $48,668 (points price)

Award points on a scale of 1 to 15 with 15 points awarded to the lowest price

**Construction Costs (site & building)**

- **A** Construction cost $1,750,389
- **B** General Conditions cost $215,169
- **C** Other construction costs $0

Construction Price, General Conditions and Other construction, total cost (lines A, B, C) $1,965,558 (points price)

Award points on a scale of 1 to 15 with 15 points awarded to the lowest price

**Projected Project Cost**

**Total RFP Contract Cost** $2,099,361.00

**Additional Cost Information**

- Alternate cost (if any) $0 (cost increase or decrease)
- Estimated Sales Tax savings $30,000.00 (cost reduction)
Experience of Firm/Firms (Tab’s 1, 2, 3, 4, 8, 9 and 10)

INTRODUCTION/COVER LETTER: You should provide no more than a 2 page letter of introduction. The letter should highlight or summarize whatever information you deem appropriate as a cover letter, but at least this section should include the name, address, telephone number, and e-mail address of one contact to whom any correspondence should be directed.

BUSINESS ORGANIZATION: In this section, you should describe your business organization and who will serve as major participants and their respective roles.
Organization. State full name, address, telephone number and web address of the proposing firm.
Indicate whether those in the proposing group will operate as a sole proprietorship, individual, partnership, or corporation, and the state of its incorporation or license to operate.
As applicable, provide the name of the branch office or other subordinate element that will perform or assist in performing the services described herein.
Major participants. Interested parties may use joint venture partners or sub-consultants. If you plan to use this approach, provide the following in list form on a summary page (specific information about each partner or sub-consultant should be provided in the appendix, if desired).
A list of major participants, especially consultants, and complete addresses, and their role.
Should any of the participants include a Minority Business Enterprise (MBE), this should be noted.
Specific role in the project of each participant noted above.
Estimated percentages of participation of each participant noted above.
Confirmation of acceptance. By written confirmation, please note the following acceptance within the proposal (a signed statement will be sufficient).
Your firm/organization/joint venture will provide sufficient detail of any relationship, especially financial, between members of your firm and any District Board members, employees or their family members. This will allow the District to evaluate possible conflicts of interest. However, it will remain at the District discretion whether the extent of any conflict of interest remains substantial to disqualify any proposal.
Your firm/organization/joint venture consents that its proposal will remain valid for a period of not less than sixty (60) days from the due date of the proposal and not less.
FIRM EXPERIENCE / CAPABILITY: In this section, proponents will provide a list of their firm’s work on projects the same as this one or similar to this one. The information will be presented at least in summary form and than can be followed as appropriate by a narrative.
Same-type projects. On the first page(s) of this section, the following will be provided in summary form as a list for the same type projects, either completed or substantially completed by the firm.
NOTE: This should also be completed for each major joint venture partner or sub-consultant in the proponent’s group
Name, location and description of project(s).
Date of project / completion date.
Describe the company’s involvement in the project.
Value in dollars.
Scope of project.
Name of client’s project manager and telephone number.
Name of architect of record and project architect and their role in this project.
Similar projects. To provide additional information, proponents can provide information on their work on projects related to this one (i.e. similar in design, construction or project approach), either completed or substantially completed.
PROJECT TEAM: This section will present those within your proposal who will deal directly on a day-to-day basis with this project.
Organizational chart. Provide an organization chart which gives a visual delineation of the organizational structure, and in particular, who will be interacting on a day-to-day basis between those on the design team and the District, especially the architect of record or the project architect (if different). A narrative of personnel and responsibilities can be included, as you deem appropriate. Within your organization chart, please note participation of any Minority Business Enterprise (MBE) or employees.
Summary of key personnel. On the first page(s) of this subsection, please provide a summary in list fashion of key personnel within the project team, their role in the project and a brief summary of their prior experience. This should be followed by a resume of each key staff person who will participate in the project, including key and relevant experience in similar projects.
Project manager. Indicate who the assigned project manager will be, the person’s experience and background. The project manager’s resume should be included and cover in detail their experience with similar projects.
FINANCIAL STRENGTH: This section should provide information demonstrating that the firm is financially sound and possesses sufficient financial resources to accomplish the project.
REFERENCES: References (at least three) including contact, relationship, address and phone number. Note: the District reserves the right to contact any previously mentioned client about your performance.
MISCELLANEOUS: This section provides an opportunity for you to provide other information that the project team considers relevant. Be specific.

Award points on a scale of 1 to 15 with 15 being the highest

Points awarded
**Knowledge of Project (Tab 5)**

**DEMONSTRATED UNDERSTANDING OF PROJECT/CLIENT’S GOALS:** In this section, proponents will discuss their understanding of the project and its goals, why they believe their firm/partnership/joint venture is the most qualified to undertake the work and how they would approach the project. Project understanding. Provide a narrative that demonstrates your understanding of the project/strategy and project goals. Methodology. Provide a description or outline of the methodology. This should include how your project team will approach the project and its working relationship with others such as the District. Be specific about how your project team can translate the methodology you propose to meet program goals, interact with others outside of the project team who will be involved in the project and relevance of your approach to the District's intent and needs. Be specific about how your project team will work with the design/build contractor to assure quality performance. Provide information on any special services or techniques which you will offer which differentiates your proposal from any other.

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<tr>
<th>Award points on a scale of 1 to 10 with 10 being the highest score</th>
<th>Points awarded</th>
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**Length of Time for Completion of Project (Tab 7)**

**SCHEDULE:** Assume all work will proceed in a prompt and orderly manner. The proposal should indicate the expected amount of time to perform the services listed. Consideration will be given to the firm which can perform the service within the least amount of time. A time line will be provided. Note: The contract will have a clause allowing AMCD to deduct money due from the contract total for contract completion after the contracts scheduled completion date (late). The contract will have a clause allowing AMCD to add money due from the contract total for contract completion before the contracts scheduled completion date (early). Penalties will be made in the amounts of $15,000.00 for a full calendar month project is completed behind schedule. Rewards will be made in the amounts of $5,000.00 for a full calendar month project is completed ahead of schedule.

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<th>Award points on a scale of 1 to 10 with 10 being the highest score</th>
<th>Points awarded</th>
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**Minority Outreach (Tab 6)**

**MINORITY/LOCAL OUTREACH:** Provide information about your past experience in encouraging minority participation and how this experience will provide you with the basis for involving local and minority participation on this project. This might include being a MBE firm or participation of MBE suppliers or vendors.

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<tr>
<th>Award points on a scale of 1 to 5 with 5 being the highest score</th>
<th>Points awarded</th>
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Were there any exceptions to the RFP document? **Yes** **No** (If Yes list below)

**Sprinkler System not included based on existing hydrant flow test on file.**

<table>
<thead>
<tr>
<th>Total points</th>
<th>Ranking</th>
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**Committee Members**

<table>
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<th>SIGANATURE</th>
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</table>
PROPOSAL FOR:

"BID FY20/21-1, Compass Group, Inc., AMCD STERILE INSECT TECHNOLOGY (SIT)".

ANASTASIA MOSQUITO CONTROL DISTRICT
of St. Johns County
Bid Name: AMCD Sterile Insect Technology Building
Tab 1. Introduction/Cover Letter

Compass Group's mission is to establish the trust and confidence of our clients as a preeminent provider of design/build and developmental services for the commercial, industrial, religious and residential/multi-family markets. We have completed in excess of fifty Design Build projects in the past twenty-two years, ranging in value from approximately $200,000 to $38 million in total scope. We achieve this through our commitment to deliver our clients a quality product with superior service while maintaining the highest standards of integrity in our professional relationships. In doing so, Compass Group establishes ourselves as a respected and active leader in the community.

Compass Group operates on three primary principles:

- **Commitment to People**: At Compass Group, we take no one for granted. Be it the employee, client, or subcontractor, we value our relationships and believe strongly in the Golden Rule.

- **Commitment to Quality, Time, and Cost**: Compass Group strives to provide its customers the highest quality product/service with a timely delivery in the most efficient manner possible.

- **Commitment to Safety**: With an aggressive in-house safety expert and job site inspections, Compass Group stays abreast of the latest OSHA and EM385 requirements, and rigorously enforces the same.

Compass Group was founded on the underlying principle of providing the highest quality construction services in the most open and honest way possible. Compass Group principals have assembled an outstanding staff of experienced, highly educated professionals who are foremost in their fields, to achieve this vision. The successful completion of a project can be measured in several manners. At Compass Group, we know it takes a team effort and that all stakeholders are part of the team.

For Compass Group, the primary point of contact for all correspondence will be as follows:
Mr. Ron V. Flick
President
Compass Group, Inc.
961687 Gateway Boulevard, Suite 201M
Amelia Island, Florida 32034
904-261-0059, extens on 28
Ron.flick@compassgrp.com
Bid Name: AMCD Sterile Insect Technology Building
Tab 2. Business Organization

A. Organization.
1. Compass Group, Inc.
   961687 Gateway Boulevard, Suite 201M
   Amelia Island, Florida 32034
   Main Office Line: 904-260-0059
   Main Office Fax: 904-261-3438
   https://www.compassgrp.com/

   Subchapter C – Corporation, incorporated in the State of Florida.
   State of Florida Certified General Contractor – CGC1515930

2. At this time, there are no branch offices or other subordinate elements.

B. Major Participants.
1. A “List of Major Participants” is attached in the following pages.
2. Proposed subcontractors that are Minority Business Enterprises are noted on the attached list.
3. Each participant’s specific role in the project is noted on the list.
4. Each participant’s percentage of participation is noted on the list.

C. Confirmation of Acceptance. By written confirmation, please note the following acceptance within the proposal.
1. Your firm/organization/joint venture consents that proposals will not be accepted from any company, firm, person, or party, parent or subsidiary, against which the District has an outstanding claim, or financial dispute relating to prior contract performance with the District. Any time the District discovers such a dispute during any point of the evaluation, the proposal will not be considered further.
2. Through a statement of disclosure, your firm/organization/joint venture will provide sufficient detail of any relationship, especially financial, between members of your firm and any District Board members, employees or their family members. This will allow the District to evaluate possible conflicts of interest. However, it will remain at the District discretion whether the extent of any conflict of interest remains substantial to disqualify any proposal.
3. Your firm/organization/joint venture consents that its proposal will remain valid for a period of not less than sixty (60) days from the due date of the proposal and not less than sixty (60) days from notification of progress in each step of evaluation.

Acknowledged by: [Signature]
Ron Flick, President. February 1, 2021.
Bid Name: AMCD Sterile Insect Technology Building
Tab 2. Business Organization

A. Major Participants.

<table>
<thead>
<tr>
<th>Name</th>
<th>Role</th>
<th>Percent of Participation</th>
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</thead>
<tbody>
<tr>
<td>Compass Group</td>
<td>Prime/CM</td>
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<tr>
<td>Pi-Tech</td>
<td>EOR</td>
<td>TBD</td>
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<tr>
<td>Florida Metal Buildings</td>
<td>PEMB</td>
<td>10%</td>
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<tr>
<td>First Mayan Group</td>
<td>Interior</td>
<td>10% / MBE</td>
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<tr>
<td>Perimeter Glass</td>
<td>Storefronts</td>
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<tr>
<td>NicoPlat Plumbing</td>
<td>Plumbing</td>
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<tr>
<td>Progressive HVAC</td>
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</tr>
<tr>
<td>Vilano Electric</td>
<td>Electrical</td>
<td>TBD</td>
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</table>
TAB #3
Bid Name: AMCD Sterile Insect Technology Building
Tab 3. Firm Experience/Capability

A. Same Type Projects.
   - Project Name: Amelia Island Care Center – Amenities Center,
     - 95123 Hendricks Road, Fernandina Beach, Florida 32034.
   - Start date of project: June 12, 2013. Project completed: November 24, 2014.
   - Description of Compass Group involvement in project:
     - Compass Groups was retained as the Design-Builder to develop and construct a
       training center for a provider of physical, emotional, and personal needs of the
       patients they serve. We provided services including assisting with land acquisition,
       land entitlements, development of plans and specifications, permitting with all
       agencies required, construction of the facility to provide occupancy and use by the
       Care Center.
   - Value of Project: $2,750,000.00
   - Size and Scope of the Project: 15,000 sf facility; Ground Up/New Construction of Type V-B,
     Day-Care Occupancy Group D. Please see the following project summary page for additional
     information.
   - Name of Client: Marc Beaven, phone number: 270-724-4218.
   - Name of Architect (Of record and design): STG Design. They provided conceptual and
     permitting documents.

B. Similar Project:
   - Project Name: Florida Public Utilities Northeast Florida Regional Service Center, 780 Amelia
     Island Parkway, Fernandina Beach, Florida 32034.
   - Description of Compass Group involvement in project:
     - Compass Groups was retained as the Design-Builder to develop and construct a
       service center and warehouse, with the capability to be an emergency operations
       center for the Utility to house employees and serve the Island. We provided services
       including assisting with land acquisition, land entitlements, development of plans and
       specifications, permitting with all agencies required, construction of the facility to
       provide occupancy and use by the Utility. During the course of construction, a non-
       designated dump site was discovered. Compass Group developed remediation plans,
       permitted and completed the remediation.
   - Value of Project: $4,169,349.43
• Size and Scope of the Project: 25,488 sf facility; Ground Up/New Construction, Constructed to Impact-Resistant/Miami Dade Standard; Office Type V-B Sprinklered, Warehouse, III-B Sprinklered. Please see the following project summary page for additional information.
• Name of Client: Marc Cutshaw, phone number: 904-753-1272.
• Name of Architect (Of record and design): Miranda Architects. They provided conceptual and permitting documents.

Additional Information:

At Compass Group, we make the time to do it right the first time and deliver the project on schedule. We take pride in every project. We do not overcommit and under deliver. We selectively take projects so that we can provide the attention to the individual projects needs and deliver the best product.
Design-Build Project

Project Name: Amelia Island Care Center - Amenities Center
95123 Hendricks Road
Fernandina Beach, Florida 32034

Award Amount: $2,750,000.00
Final Amount: $2,750,000.00

Completed: 11/24/2014

Self-Performed: 26% Construction Management, SWPP, & Cleaning

No. of Subcontractors: Thirty-Five (35) total subcontractors utilized

Scope Description:
15,000 SF Training Center for a Special Needs Facility
Group Meeting Areas, Kitchen Facility, Indoor Pool.

Construction Type:
Type V-B, Day-Care Occupancy Group D

Exterior & Finishes:
Hardie Plank Siding & Panel Systems,
Architectural Composite Shingles,
Prefinished Louvers & Shutters,
Acoustical & Hard Ceilings, Carpet,
LVT, & Stained Concrete Flooring,
Automatic Doors, Operable Partitions,
Kitchen & Multi-Purpose Rooms.
Complete Site Development, Storm Water,
Water & Sewer Services, Parking & Entry.
Considerations for Ambulatory Access.

Structural, Mechanical & Electrical:
Monolithic Slab, Wood Framed Structure,
Electrical Site Lighting and UGE Service,
Emergency Generator, Access Controls & Communications/Data,
Fire Sprinklers,
Fire Alarm, Split System HVAC, Kitchen Exhaust, Dehumidifier Systems,
Men's & Women’s Geng Restrooms,
ADA Complaint Restrooms, Kitchen Equipment, Hood & Grease Trap,
Indoor Pool.

Owner Information:
Care Centers of Nassau
95123 Hendricks Road
Fernandina Beach, Florida 32034
POC: Marc Beaven, CEO, 270-724-4218
**Design-Build Project**

**Project Name:** Florida Public Utilities Northeast Florida Regional Service Center  
780 Amelia Island Parkway  
Fernandina Beach, Florida 32034

**Award Amount:** $3,088,646.82  
**Final Amount:** $4,169,349.43 (discovered landfill/abatement)

**Completed:** 4/7/2014

**Self-Performed:** 20% Construction Management & Final Cleaning

**No. of Subcontractors:** Nineteen (19) total subcontractors utilized

**Scope Description:**
25,488 SF Service Center & Warehouse  
Constructed to Impact-Resistant/Miami-Dade Standards.

**Construction Type:**
Office: V-B, Sprinklered  
Warehouse: III-B, Sprinklered

**Exterior & Finishes:**
Hardie Plank Siding at Office, Painted  
Tilt Wall at Warehouse, Standing Seam  
Metal Roofing, Spray Foam Insulation,  
Acoustical Ceilings, Carpet, Ceramic Tile,  
Sealed Concrete Flooring, Impact Resistant  
Openings & Windows, Bullet Resistant  
Teller Windows, ADA Complaint Facility.  
Complete Site Development, Storm Water,  
Water & Sewer Services, Parking & Entry.  
Environmental Remediation of an Existing  
Dump Site.

**Structural, Mechanical & Electrical:**
Structural Concrete Foundations,  
CIP Tilt Wall at Warehouse, Wood Framed  
at Office, PEMB Covered Loading Dock,  
Electrical Site Lighting and UGE Service,  
Emergency Generator, Access Controls &  
Communications/Data, Fire Sprinklers,  
Split System HVAC, Gas Unit Heaters,  
Men's & Women's Locker Rooms with  
Showers and Rest Rooms.

**Owner Information:**
Florida Public Utilities  
911 South 8th Street  
Fernandina Beach, Florida 32034  
POC: Marc Cutshaw, Director, 904-753-1272
TAB #4
Bid Name: AMCD Sterile Insect Technology Building
Tab 4. Project Team

A. Organizational Chart.

Please review the attached organizational chart.

B. Summary of Key Personnel.

The first role of the Compass Group staff is to take the time to listen to the needs of the Anastasia Mosquito Control District to fully understand their processes and deliver their vision of the SIT building.

Project Executive/Director: Ron V. Flick, President.
Primary role will be to ensure the client’s satisfaction with the project. He will direct, delegate, and assign duties to the various team members. He will be involved in all Owner meetings and assist in coordination of the design drawings, permitting and construction. He is the Owner and President of Compass Group and will maintain a daily, hands on involvement with the project.

Project Manager: Westin Bryan
Primary role will be to ensure the adequate coordination, contact compliance, and quality control for the project. He will set up and lead all project meetings and provide overall project scheduling. He will review all submittals and project documents for compliance, review and coordinate the various trades to make sure there are no gaps in overall construction, review the drawings, plans and materials to be installed and make sure all the pieces of the puzzle fit. He will drive the project to ensure safety, quality, and timely construction process.

Project Manager: Thomas Casey
Primary role will be the day to day activities of the project site. He will be the on-site point of contact for Compass Group. He will coordinate subcontractor activities, supervise all crews, review their installation, and ensure quality of the work. He will make sure the construction activity does not interfere with the daily activity and operation of Anastasia Mosquito Control District.
Bid Name: Sterile Insect Technology Building
Tab 4. Project Team

C. Project Manager.

As noted above, Westin Bryan will be the Project Manager. The supporting or back up Project Manager will be Grayson Mathewson who will assist in plan and submittal review, job site safety and quality control inspections.

The success of a project is a Team effort. Compass Group uses ProCore Construction Management Software to keep all team members up to date in real time with all activities.

D. Design Team.

Compass Group intends to partner with Pi-Tech, Inc. due to their exceptional attention to detail and outstanding resumé. Please see attached.
Bid Name: AMCD Sterile Insect Technology Building
Tab 4. Project Team Organizational Chart

Ron V. Flick
Compass Group, Inc.
President/Project Executive

Grayson Mathewson
Compass Group, Inc.
Director of Construction Services

Dennis Adams, PE, SE
Pi-Tech, Inc.
Architect

Matt Ellis, PE, SE
Pi-Tech, Inc.
Structural Engineer

Westin Bryan
Compass Group, Inc.
Project Manager Laboratory

Gregory Bowles
Compass Group, Inc.
Project Manager/QC Facilities

Wade Williams,
PE, HFDP, BCS, RCo, LEED AP BD+P
Pi-Tech, Inc.
MEP Engineer

Tamra Krueger
Compass Group, Inc.
Project Manager Assistant

Thomas Casey
Compass Group, Inc.
Site Manager

Scott Knowles, PE
Mathews Design Group
Civil Engineer

Trade Subcontractors/
Vendors
Ron V. Flick  
President/CEO  
Certified General Contractor  
U.S. Army Veteran  

Education:  
Bachelors of Science Degree from East Tennessee State University  
Masters Degree in Public Administration from Troy State University  

While in the U.S. Army, Mr. Flick directed the Emergency Operations Center which managed the planning and executions of emergency relief for natural disasters, DOD support, coordination and cooperation with civilian law enforcement and mobilization station requirements. He directed an organizational staff responsible for managing a military community and operations with a population in excess of 35,000. He was a member of the Executive Steering Committee for the installation planning and development for major construction projects for the one, five and ten year plan in the budget cycle.

As President of Compass Group, Mr. Flick maintains a role in project development and operations to ensure the client’s needs are achieved. As the Executive Project Director, he is the team leader throughout all phases of the project development and delivery to the client. His role is to provide quality assurance so that the client’s expectations are met or exceeded. Additionally, he is responsible to the Client to ensure that all members of the team maintain a keen sense and balance of the client’s priorities of cost, quality, schedule and safety.

Mr. Flick has the combined experience of managing an EOC and extensive knowledge of coastal environment construction. He will be able to facilitate the fast track development, construction and final delivery of the project.

Projects:

- **Courtyard-Springhill Suites Amelia Resort**, Amelia Island, FL - $31 Million
- **Gateway to Amelia Infrastructure**, Amelia Island, FL - $2.0 Million
- **Village Center at Gateway to Amelia**, Amelia Island, FL - $3.0 Million
- **RDL Logistics**, Yulee, FL - $2.6 Million
- **Ron Anderson Chevrolet Dealership**, Yulee, FL - $3.2 Million
- **Riverfront Park**, St. Marys, GA - $1.0 Million
- **Springer Control Manufacturing and Addition**, Yulee, FL - $1.7 Million
- **Seaboard Credit Union**, Jacksonville, FL - $1.1 Million
- **First National Bank of Nassau County**, Fernandina Beach, FL - $1.0 Million
- **St Augustine Beach Police Station**, St. Augustine Beach, FL - $600,000.00
- **Timbelin Parc Assisted Living Facility**, Jacksonville, FL - $2.5 Million
- **Tennis Villas**, Amelia Island, FL - $3.9 Million
- **TownePlace Suites**, Jacksonville FL - $10 Million
- **Amelia Island Plantation Shops**, Amelia Island, FL - $3.25 Million
- **Amelia Hotel & Suites**, Amelia Island - $3.6 Million
Grayson Mathewson

Education
Bachelor of Science in Construction
Minor in Business Management
College of Science and Technology
Georgia Southern University, Statesboro, GA, 08/05 - 12/09

Computer Skills

Work Experience
Compass Group, Inc. – Amelia Island, FL
Compass Group Inc. is a Design Build, Construction Management and General Contracting company located on Amelia Island. Primarily working with owners and investors to acquire land and develop to suit. We range in project development type from Multifamily, Hospitality, Industrial/manufacturing and restaurants. Our projects have ranged from renovating a municipal park to and creating the very development that houses our corporate office at Gateway to Amelia. We work diligently with architects, engineers and the local community to preserve the nature that surrounds it.

09/16- Present
Director of Construction Services
Management Responsibilities:

Springhill Suites, New Smyrna Beach, FL 09/16-12/17
(Design/ Build of a 114,925 sqft, 114 bedroom, Podium Slab with Under Structure Parking, Springhill Suites by Marriott Property in New Smyrna Beach, FL)

Candlewood Suites, Lake Buena Vista, FL 01/18-05/18
(General Construction Management for a 130,000 sqft, 7 story, 163 Guestroom Candlewood Suites by IHG. Project included construction of a 130,000 sqft 4 story precast parking garage)

Towne Place Suites, Jacksonville, FL 06/18-08/19
(General Construction Management for a 60,711sqft, 94 bedroom TownePlace Suites by Marriott Property)

Courtyard/Springhill Suites, Amelia Island, FL 09/19-04/21
(Design Builder General Construction Management for a 156,231 sqft, 239 guestroom Dual Brand Courtyard and Springhill Suites by Marriott Property Hotel development with 2 story, 99,920 sqft precast parking structure

Responsibilities Include:
• Estimating and Project evaluations
• Setting and Managing the Construction Budget
• Subcontract Contract Negotiations and Execution
• Project Scheduling, Process Flow Management
• Management of onsite Personnel Through Construction
• Project Documentation Management and Control, Project Closeout Review
Gregory A. Bowles  
Project Manager  
Construction Quality Control Manager Certificate  
JEA Supervisory Safety In Leadership Certificate  
OSHA 30 Certificate

Education:  
Bachelors of Science Degree, Construction Management and Technology, from University of North Florida

Mr. Bowles has 33+ years of experience in the construction industry with responsibilities such as client relationships, contract management, estimating request for proposals/quotations, competitive bid process, construction cost accounting human relations, scheduling, field operations, quality control and installations for commercial general contracting, residential construction and land development. During this time he has developed and managed a general contracting firm as well as a certified minority general contracting and subcontracting firm. He has supervised multiple personnel, 20+ employees to self perform projects as well as contracted and managed subcontractors for trade specific work.

His experience is from the ground up, including conceptual designs and feasibility studies to implementation and installation of various various structures. The combination of education and field experience, he has the ability to prepare conceptual estimates, define subcontract scope of work, contract: procurement, foresee possible conflicts and delays, develop quality control plans and implement scheduling to endure project goals of quality, cost, time, and safety.

Projects:  
Addition & Renovations to Fuel Facility - Mayport Naval Air Station, Jacksonville, Florida

Breathable Air Systems Installation - Florida Air National Guard, Jacksonville, Florida

Storage Building - Florida Air National Guard  
Jacksonville, Florida

Fleet & Family Services Renovations - Roosevelt Naval Air Station, Jacksonville, Florida

Structural Wall Repairs - Roosevelt Naval Air Station, Jacksonville, Florida

Design/Build - JTA Office Building and Parking Lot  
Jacksonville, Florida

Design/Build - FDOT Columbia County Sidewalks  
Live Oak, Florida

Duval County Courthouse, Jacksonville, Florida

Fire Station #16, St. Johns County, Florida

Fire Station #35, Jacksonville, Florida

GSA Partition Contract, Sunbelt Region  
Florida - Statewide

Wells Fargo Hurricane Harvey Response  
Houston, Texas

Wells Fargo Fitness Center  
San Antonio, Texas
WESTIN K. BRYAN

Education
Bachelor of Science in Building Construction – December 2015
ACCE & ABET Accredited
University of North Florida
Jacksonville, FL December 2015

Relevant Experience
Compass Group - Project Manager - July 2021 – Present

Danis Construction - Project Engineer - September 2016 – July 2021

Baptist Hospital Chemistry Lab – Downtown Campus
Project Description: 8,000 SF renovation to the existing first floor chemistry laboratory. One of the requirements of the project was the lab had to remain operational during construction. We completed this project in 3 phases with close attention to schedule so the client could remain functional. Project Value: $2,500,000

Wolfson Children’s Hospital Pharmacy
Project Description: 3,500 SF renovation to the existing Oncology Pharmacy at Wolfson Children’s Hospital. Due to the nature of this project, it was subject to the highest level of AHCA construction protocol. The project was completed in 4 phases involving both administrative offices and sterile laboratories. Project Value: $2,000,000


City of Cocoa, Florida
Project Description: Surface water plant clearwell addition and reject pond rehabilitation. 700,000 gallon in-ground concrete clearwell, 30 MG/per day transfer pump station, building with electrical equipment room, yard piping, instrument, and control improvements. Demolition and replacement of existing 1.3-million-gallon reject storage pond concrete liner and underdrain system. Project Value: $8,730,271

Responsibilities Include

- Responsible for site coordination and logistics
- Project buyout, procurement, and closeout
- Billing and invoice approval as well as maintain Owner Direct Purchases
- Submittals, RFI’s, and drawing revision coordination
- Update and maintain project schedule
- Update, maintain, and audit project budget
- Coordinate between subcontractors, owner, and engineers
RELEVANT PROJECT LIST:
Hamilton County Courthouse Renovation. Chattanooga, Tennessee; Occupied renovation, eight (8) Phased Project; including ADA improvements, electrical & mechanical upgrades, roofing, tuckpointing, and exterior cleaning.

Chattanooga Community Kitchen, Chattanooga, Tennessee; Addition and renovation, including ADA improvements, new entry addition, modifications to retail spaces, interior build out.

Chattanooga Valley Elementary School, Flintstone, Georgia; Addition and renovation; Three (3) Phased Project; including addition of classroom and restroom wing; masonry restoration and repairs to existing structure, electrical and mechanical upgrades; ADA compliance; renovation of existing classrooms in group phases.

SKILLS & CERTIFICATIONS
OSHA 30 Certificate
First Aid & CPR Certificate

WORK HISTORY

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<th>Chronology:</th>
<th>Organization</th>
<th>Role</th>
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<td>Burt Wright Construction</td>
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<td>2018 - 2020</td>
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<td>Cronk Duch Partners</td>
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<td>2002 - 2003</td>
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<td>Estimator/ Project Superintendent</td>
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<td>2000 - 2002</td>
<td>Tommy Casey &amp; Associates</td>
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<td>1986 - 2000</td>
<td>United States Air Force</td>
<td>Inventory Management Supervisor</td>
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EDUCATION
Community College of the Air Force – Leadership, Logistics and Business Management.
GE Military College – General Studies, Superintendent Frontline Management Course.
Firm Information Sheet

Legal Name: Pi-Tech Inc.

Legal Address: 115 Forest Hill Rd.
Macon, Georgia 31210

Business/Street Addresses: Home Office (Macon, GA)
115 Forest Hill Road
Macon, Georgia 31210
Primary Contact: D. Scott Pipkins, Ph.D., P.E., S.E.
Email: spipkins@pi-techinc.com
Web: www.pi-techinc.com

Coastal Offices:
Primary Contact: Dennis E. S. Adams, P.E., S.E.
Email: dadams@pi-techinc.com

Branch Office (Brunswick):
1503 Newcastle Street, Suite 201
Brunswick, GA 31520
Phone: (912) 289-9563

Branch Office (Fernandina):
2873 Turtle Shores Drive
Fernandina Beach, FL 32034
Phone: (904) 556-7087

Entity Information: S-Corporation formed in Georgia, January 20, 1997

Years in Business: 24 years

Overview: Pi-Tech, Inc. is a 12-person structural and architectural engineering firm founded in Macon, Georgia in 1997, where we have been providing quality technical solutions to contractors, facility operators, and the general public for over 20 years. In 2014, Pi-Tech opened its first branch offices in Brunswick, Georgia and Fernandina Beach, FL to provide local engineering services to coastal Georgia and northeast Florida. Our staff consists of 3 senior licensed professional engineers, and 8 project engineers, all of whom possess a minimum 4-year ABET accredited BSE degree in either Civil or Mechanical Engineering. Pi-Tech's professional service capabilities include: structural and architectural analysis and design of buildings, structural design of industrial and environmental structures using steel, concrete, wood, masonry, aluminum, and reinforced fiber composites; construction plans and specifications; building code evaluations, structural inspections/condition assessments; and complete CADD services including BIM with Autodesk REVIT. Our engineers have extensive experience in analysis and design for a wide variety of structures including office buildings, schools, public facilities, hospitals, churches, wastewater treatment, and industrial facilities.
Expertise & Consulting Services
Pi-Tech, Inc. specializes in structural and architectural engineering services, with staff expertise and
expertise in a wide array of industries and areas of practice. Our engineers offer consulting services in
the following areas:

- New Construction – production of structural construction documents (plans and specifications)
  for new buildings and other structures. Our clients include architects, industrial facilities and
  municipal clients.
- Construction Administration Services
- Structural Evaluations – inspections and condition assessment of buildings, bridges, marine
  structures, industrial facilities, water & wastewater structures, etc.
- Environmental Structures – our engineers have extensive experience in designing and
  evaluating water and wastewater processing structures.
- Industrial Facilities – our staff provides structural consulting services to a wide array of
  industrial clients, including facilities in the pulp and paper, heavy mining, and maritime/port
  industries. Services include new construction and evaluations.

Partner Firms
While Pi-Tech staff specializes in structural and architectural engineering, our firm often partners with
other organizations to provide professional services outside the specific expertise of our in-house staff.
These other areas may include geotechnical, civil, mechanical-electrical-plumbing (MEP), fire
protection, material handling, controls, life safety engineering, and architectural services. Pi-Tech
partners most often with Clark Nexsen, a multi-disciplinary firm with offices located throughout the
southeastern United States.

Management Structure
Pi-Tech’s team consists of 8 Project Engineers working under the supervision of 3 licensed Principal
Engineers. Project Engineers at Pi-Tech have obtained a minimum 4-year ABET accredited engineering
degree, have passed the Fundamentals of Engineering examination, and are working toward a
professional engineering license. Each of our Principal Engineers has achieved P.E. licensure in one or
more states and has obtained a minimum of 10 years of experience in structural engineering.

Pi-Tech Quality Assurance Program
All projects performed by Pi-Tech staff must be completed in accordance with the Quality Assurance
(QA) Program to ensure timely delivery of accurate and complete documents. The QA program
facilitates accurate design and documentation of design elements and is intended to eliminate errors and
omissions during the design process. Pi-Tech’s QA program includes the following elements:

- Regular training for EITs and junior staff by senior engineers
- Structural Design Standards – updated regularly to reflect current code & industry best practices
- Drafting and CAD Standards – written standards ensure all drawings and specifications
  produced by staff conform to an established level of appearance, quality and completeness
- Internal project scheduling & delivery system – milestones and deadlines are established for all
  projects with client input & regular checkpoints ensure timely completion of deliverables
- Technical library & knowledge base – collection of technical codes, standards, and academic /
  research documents continually updated to facilitate best design practices
Pi-Tech Key Personnel:

D. Scott Pipkins, Ph.D., P.E., S.E. - President

Dr. D. Scott Pipkins is the president and principal engineer of Pi-Tech, Inc. His current duties at Pi-Tech include project development, technical oversight and quality control of projects and financial management of the firm. Dr. Pipkins is a registered Professional and Structural Engineer in the State of Georgia (Registration PE024195, SE000062) and State of Florida (PE Registration #60613). He has a B.S. (1988) and Ph.D. (1992) in Civil Engineering from the Georgia Institute of Technology. He is a member of Tau Beta Pi Engineering Honor Society and maintains professional memberships in the American Society of Civil Engineers, American Institute of Steel Construction, Structural Engineering Institute, and the International Code Council. Dr. Pipkins currently serves on the Mercer University School of Engineering National Engineering Advisory Board. He is also a member of the Macon Rotary Club and Historic Macon and a supporter of historic preservation efforts in Macon. Prior to 1997, when he co-founded Pi-Tech, Dr. Pipkins worked at Knowledge Systems Inc., Georgia Tech, and the FAA Technical Center in Atlantic City, NJ. He is experienced in the structural analysis and design of structural systems built with steel, aluminum, concrete, masonry, wood and reinforced fiber composites. He has worked on a wide variety of projects involving aircraft, automobiles, pressure vessels and piping and civil structures such as schools, office buildings, public facilities, hospitals, churches and industrial structures.

Dennis E. S. Adams, P.E., S.E. – Principal, Coastal Operations Manager

Dennis graduated with a Bachelor of Science in Engineering from Mercer University in 2003 and joined Pi-Tech in 2008 after 10 years working as a project manager and engineer for a steel construction company. He has specialized experience in design and analysis of heavy industrial structures using steel and concrete, structural design for wastewater facilities, and detailed design of structural steel connections. His experience also includes structural design and evaluation of commercial buildings, and he has extensive experience designing single and multi-family residential structures for wind and flood loading in coastal regions. In 2014, Dennis relocated to Fernandina Beach, FL, opening the first branch offices of Pi-Tech and offering structural engineering services to coastal Georgia and northeast Florida. Dennis manages a staff of 3 project engineers in the coastal offices, and is a licensed professional engineer in Georgia (Registration PE035561, SE000255), Florida (License #76689), and more than 10 other states.

Matt Ellis, P.E., S.E. – Principal

Matt graduated from Mercer University School of Engineering with a Bachelor of Science in Engineering Degree in December 2002. He is a registered Professional Engineer in the State of Georgia (Registration PE035616, SE00061). He has worked at Pi-Tech, Inc. since January 2000 and currently holds the position of Principal Engineer. He has worked on projects that involved evaluation and redesign of existing structures as well as multiple large scale new construction projects, including schools, medical buildings, and multi-story commercial structures. He has experience designing reinforced concrete, steel, masonry and wood load bearing structures. He has designed deep foundations using auger cast drilled piles, helical anchors and driven pre-cast pile systems. He is proficient with several finite element analysis packages, including Visual Analysis and Mechanical Desktop, and has extensive experience delivering projects in both AutoCAD and REVIT Structure.
Key Personnel (Clark Nexsen)

Robert Carlton, P.E. – Principal
As our Industrial Market Leader, Robert and his team partner with industrial and manufacturing companies that create the goods we use every single day – from paper, to plastic, to components of the cars we drive. His team’s ability to deliver complex process layouts is complemented by automation and controls technology, which we customize for each client. Beyond his industrial expertise, Robert is an experienced plumbing and fire protection engineer for a broad range of facility types. Currently leading Clark Nexsen’s work with the Veterans’ Administration to mitigate legionella in their healthcare facilities, he is a trusted expert in the replacement, renovation, and new design of major systems for plumbing and fire protection.

Clint Hardie, P.E., Cx, RCx – Principal
Clint Hardie is a skilled communicator who ensures project success through collaboration with clients, stakeholders, and project teams. His natural leadership style and broad range of mechanical engineering experience make him a go-to resource within Clark Nexsen. A graduate from the Southern College of Technology in Georgia, Clint has more than 33 years of specialized mechanical experience working with clients including the U.S. Department of Agriculture, colleges and universities throughout Georgia, state municipal agencies such as the Georgia Department of Corrections, and various U.S. Department of Defense clients. Clint is a member of the Society of American Military Engineers (SAME), the National Society of Professional Engineers (NSPE), and the National Council of Examiners for Engineering & Surveying (NCEES), and is certified by NEBB in building systems commissioning (Cx) and retro-commissioning (RCx). A regular presenter at meetings and conferences, Clint is recognized as a problem solver who maintains focus on his client’s goals. He provides leadership and strategic guidance to the firm as a member of Clark Nexsen’s Board of Directors.

Wade Williams, PE, HFDP, BCS, RCx, LEED AP BD+P – Principal
Wade Williams began his professional career with Clark Nexsen in 2001. His experience encompasses mechanical building systems design, facility condition assessments, commissioning and retro-commissioning for federal, state, healthcare, and higher education projects. He leads the Macon office’s mechanical department, working closely with clients and project teams to ensure the highest level of performance and sustainability during all project phases. Representative clients include the University of Georgia, Athens, the Birmingham VA Medical Center in Birmingham, Alabama, the USDA, and NASA’s George C. Marshall Space Flight Center in Huntsville, Alabama. He is a licensed mechanical engineer in four states, a LEED AP with a specialty in building design and construction, an ASHRAE certified healthcare facility design professional (HFDp), and is certified by NEBB in building systems commissioning (BCS) and retro-commissioning (RCx). Wade has nearly 20 years of experience and holds a Bachelor of Science in Engineering with a specialization in mechanical engineering from Mercer University.
Relevant Project Experience
Pi-Tech has completed numerous projects within the healthcare and related industries during the last 24 years, including new hospital and medical office buildings, renovations and additions to medical facilities, pharmacies and laboratory facilities, and designs for installation of specialized medical and laboratory equipment. Clients include Navicent Health (Medical Center of Central Georgia), Southeast Georgia Health System, US Dept of Veterans Affairs and numerous private facilities. The following is a list of recent projects for which Pi-Tech served as Design Professional of Record in the healthcare and related sectors:

- Apex Surgery Center Expansion, Brunswick, Georgia
  - Surgery center addition with specialized medical equipment
- Optim Medical Center – Tatnall Expansion, Reidsville, Georgia
  - Operating Rooms, emergency room, patient rooms & warehouse additions to existing hospital facility
- Atrium Health Stryker System Installation, Navicent Health, Macon, Georgia
  - Installation of specialized medical equipment
- Sylvan Grove Pharmacy Renovations, Jackson, Georgia
  - Addition to existing pharmacy facility
- Little River Water Reclamation Facility Expansion, Newton County, Georgia
  - Included control building with specialized laboratory and offices
- Southern Ionics Sand Processing Facility, Offerman, Georgia
  - Included 15,000-SF office, warehouse and laboratory building
- Demineralizer Lab Building for Brunswick Cellulose, Brunswick, Georgia
- Specials Laboratory Addition – Coliseum Northside Hospital, Macon, Georgia
- Central Georgia Technical College Health Services Center, Warner Robins, Georgia
- Central Georgia Technical College Health Sciences Building, Milledgeville, Georgia
- Medical Center of Central Georgia 800 First Street Diagnostic Center, Macon, Georgia
- Medical Center of Central Georgia Cancer Center at 800 First Street, Macon, Georgia
- Spalding Regional Urgent Care Center, Griffin, Georgia
- HCA Coliseum Urgent Care Center at Providence, Macon, Georgia
- Fairview Park Hospital Medical Office Building, Dublin, Georgia
- Medick Office Building, Macon, Georgia
- Third Street Medical Center, Macon, Georgia
- Renovation of Lanier Building for the Medical Center of Central Georgia, Macon, Georgia
- VA Atlanta Emergency Room Addition, Atlanta, Georgia
- EP Lab Addition for the Coliseum Medical Center, Macon, Georgia
- University of Georgia Health Sciences Campus, Phase 2, Athens, Georgia
TAB #5
Bid Name: Sterile Insect Technology Building
Tab 5. Demonstrate Understanding of Project/Client’s Goals

A. Project Understanding.
Through our initial bid process review, it is our understanding the construction of the Sterile Insect Technology Building will facilitate research and rearing of sterile male mosquitos. It will be a centerpiece for scientists that features the latest and greatest clean room technology as well as administrative offices that will streamline day to day activities. The new SIT building will be constructed in a way so that it will efficiently serve the surrounding communities with the best mosquito control possible.

It will be an honor of Compass Group to bring this facility to reality.

B. Methodology.
At Compass Group, we take pride in every project. It is our goal to listen and understand our client’s needs and to provide a product that exceeds their expectations. We do not overcommit and under deliver. We selectively take projects so that we can provide the attention to each individual projects’ needs and deliver the best product.

It is clearly understood by both parties, the Owner and Compass Group’s team, that the integration of the Design Team throughout the construction and post process are essential to the best value outcome for our customer. For example, to Compass Group, the participation via design to incorporate safe-design considerations to avoid/prevent workplace hazards or at a minimum minimize those risk via design. During the construction periods there will be opportunities to more clearly define measures or minor adjustments which will mitigate those risks with same cay participation/responses due to the chain of command and organizational structure of the design build team.

During the process of construction, the Design Team will be participating in virtual meetings to provide rapid responses to conflicts, deviations and/or changes which may impact time, quality and/or performance of materials installation. While much of this is resolved in the design members approval of shop drawings and other submittals, there will always be clarifications needed during construct on to ensure the integration of merging materials in the field. Benefit in our process is that this is of no impact or demand on the Owner, but directly with design members on an almost near immediate responses and documentation for ongoing as-built drawings and details. Design members will participate in field inspections of critical milestones for verifying intent of design expectations for the
Bid Name: Sterile Insect Technology Building
Tab 5. Demonstrate Understanding of Project/Client’s Goals

site, building and its systems. Those critical inspections and milestones will be determined during the early stages of planning to ensure quality control of the site, building and its systems. Many times, these site visits will be on demand by Compass Group and can be conducted both in person (since we are all relatively local) and virtually as necessary. In either case, all these steps are the responsibility of our team in both time and costs, therefore no negative impact on delivery of a timely project and maintaining costs. Mockups and/or viewing of first model installations are determined by the Design Team and will be provided/scheduled to ensure schedule efficiency throughout the project timeline. Systems in progress inspections will occur to ensure the pace and quality of installations are in keeping with the standards established for electric, fire alarm systems, fire protection systems, plumbing, mechanical systems, and other unique stems peculiar to the project which are above and beyond code inspections.

Finally, with regards to the Design Team participation during construction, its members will be engaged throughout the process at no cost of time and/or money to the customer, exclusive of scope adds or changes directed beyond that of the original approved documents. The Design Team is constantly updating drawings to ensure they reflect the as built conditions during construction, thereby providing accurate details for inspection and our customer’s records. This helps all participating parties quickly wrap up tasks at the end of the project with confidence and accountability.

Compass Group utilizes ProCore Construction Management software to keep all stake holders up to date with the most current information, track all aspects of the project process, and keep everyone on task to achieve the goal. The ProCore software provides a one stop place for all document controls, including bidding, subcontracts, insurance, schedules, construction plans and specifications, RFI/RFIs, transmittals, submittals, daily logs, meeting minutes, inspections, quality and safety management. The software can be utilized on several platforms allowing for constant tracking and contact. With all parties on the same management software, we will collectively pre-plan for activities, communicate in real time with the stake holders, identify all safety concerns, and successfully execute the task.

With the efficiency and planning capabilities of the ProCore software, everyone can take the time to do the job right the first time. Even with everyone’s best efforts, deficiencies will occur. The software allows us to, in real time, log and communicate the item. As a team, we will identify proper methods of resolution and corrective measures. We will track and document the corrective measure to acceptable completion. In addition, we can review past trends and implement actions to prevent future potential issues. Doing the job right the first time always takes less time than correcting deficiencies. The Design-Build Team, with the active involvement of the subcontractors, will take the time to plan, review, and implement the task to deliver a safe site and quality best value project.
TAB #6
Bid Name: AMCD Sterile Insect Technology Building

Tab 6. Minority/Local Outreach

At the time of bid, we have a Minority Business Enterprise participation of ten percent (10%). We intend to increase that percentage of participation to no less than fifteen (15%) during the procurement process.

Selection of subcontractors and their procurement is a group effort at Compass Group. While maintaining long term relationships with numerous subcontractors, we do competitively bid all subcontractor scope, vendors, materials and equipment procurement. Costs are always a consideration in any project as well as developing the correct team for the successful completion.

With the receipt of the subcontractor’s proposals, we hold open discussions with the subcontractor to review for completeness and understanding of the project requirements. With their interaction, we review their work history, insurance and their current and upcoming committed workloads. Compass Group will make an outreach to local trade specific subcontractors and generate their interest in the project. We will go beyond electronic communications and make person to person contact (while maintaining current proper health and safety protocols). We will reach out to the qualified minority and female owned business. If needed, we will work with them to develop scope items for their involvement, to ensure participation requirements are achieved.
TAB #7
Bid Name: Sterile Insect Technology Building
Tab 7. Schedule

As there are several unique features and long lead time procurement items, we anticipate the project will not exceed a fiftee (15) month duration from prime contract execution to Certificate of Completion/Occupancy. Compass Group will work to expedite the process by identifying long lead time items and developing plans to schedule the work accordingly, to ensure constant forward progress. We will need Anastasia Mosquito Control’s active participation to achieve this goal.

We understand the statement for early completion bonus or liquidated damages for schedule delays. Compass Group will work for the early completion and timely delivery of Anastasia Mosquito Control’s vision.

Please see the attached preliminary schedule.
Bid Name: AMCD Sterile Insect Technology Building
Tab 8. Financial Strength

Please review the attached letter from Cecil W. Powell & Company.

Compass Group considers our financial statements as confidential. We will provide them upon request, with the understanding they will not be in public records.
July 28, 2021

Anastasia Mosquito Control District of St. Johns County
120 EOC Drive
St. Augustine, FL 32092

RE: Compass Group, Inc.
AMCD Sterile Insect Technology Building

To Whom It May Concern:

Cecil W. Powell & Company is the bonding agent for Compass Group, Inc. Based on normal and standard underwriting criteria at the time of the request, Performance and Payment bonds will be provided on the above referenced project, with the provision that we and North American Specialty Insurance Company reserve the right to review final contract documents, bond forms, and obtain satisfactory evidence of funding prior to any final commitment to issue bonds, and do not assume liability to any third party, including yourselves, if we do not execute said bonds.

Compass Group, Inc. is bonded through North American Specialty Insurance Company. North American Specialty Insurance Company has an A.M. Best rating of "A+ XV" and is listed on the U.S. Treasury Department's Listing of Approved Sureties (Department Circular 570).

Compass Group, Inc. is an excellent contractor and we hold them in the highest regard. We feel extremely confident in our contractor and encourage you to offer them an opportunity to execute any upcoming projects.

If you should have any questions, please do not hesitate to call.

Sincerely,

[Signature]

Robert T. Theus
Vice-President
Surety Department
Bid Name: AMCD Sterile Insect Technology Building
Tab 9. References.

In addition to the references provided in Tab 3. Firm Experience /Capability, and Tab 8. Financial Strength, the reference letter from Cecil W. Powell & Company, please review the following credit references.

- Swanson Fire Protection
  233 East Bay Street, Suite 1101
  Jacksonville, Florida 32202
  POC: John Swanson, President, 904-522-1659

- Burt Wright Construction
  913 Riverview Drive East
  St. Marys, Georgia 31558
  POC: Burt Wright, President, 904-626-9805

- Gate Precast
  402 Zoo Parkway
  Jacksonville, Florida 32226
  POC: Randy Phillips, 1-888-470-3450
Bid Name: AMCD Sterile Insect Technology Building
Tab 10. Miscellaneous.

- Conflict of Interest Form
- Acknowledgement of Addendum
CONFLICT OF INTEREST & CLEAN HANDS DISCLOSURE

FORM I HEREBY CERTIFY that
1. I (printed name) Ron Flick am the (title) President and the duly authorized representative of the firm of Compass Group, Inc. whose address is 961687 Gateway Blvd, Suite 201M Amelia Island, Florida 32034

and that I possess the legal authority to make this affidavit on behalf of myself and the firm for which I am acting; and,

2. Except as listed below, no employee, officer, or agent of the firm have any conflicts of interest, real or apparent, due to ownership, other clients, contracts, or interests associated with this project; and,

3. Neither the business nor any authorized representative or significant stakeholder of the business has been determined by judicial or administrative board action to be in noncompliance with or in violation of any provision of the Anastasia Mosquito Control District nor has any outstanding past due debt to the Anastasia Mosquito Control District: and

4. This proposal is made without prior understanding, agreement, or connection with any corporation, firm, or person submitting a proposal for the same services, and is in all respects fair and without collusion or fraud.

Signature: 

Printed Name: Ron V. Flick, President

Firm Name: Compass Group, Inc.

Date: 07/30/2021

Sworn to and subscribed before me this 30th day of July 2021.

Personally known

OR Produced identification ___________ Notary Public-State of Florida My

Commission expires ______________

(Type of Identification)

(Printed, typed or stamped commissioned name of Notary Public)
ANASTASIA MOSQUITO CONTROL DISTRICT
OF ST. JOHNS COUNTY
120 EOC DRIVE, ST. AUGUSTINE, FLORIDA 32092
TELEPHONE: 904-471-3107

REQUEST FOR PROPOSAL FOR THE DEVELOPMENT OF A SITE PLAN, BUILDING PLAN,
PERMITTING AND CONSTRUCTION OF THE AMCD STERILE INSECT TECHNOLOGY (SIT)
BUILDING

RFP # 20/21-1

Acknowledgement of Receipt of RFP Forms
Revised 7/27/2021

- RFP Solicitation Document 20/21-1
- Ranking Form 20/21-1-1
- AMCD SIT Building Layout Floor Plan, RFP 20-21-1-2
- AMCD SIT Building Locations, RFP 20-21-1-3
- AMCD SIT Site Plan, RFP 20-21-1-4
- AMCD SIT Geotechnical Report North Parcel, RFP 20-21-1-5
- AMCD SIT Geotechnical Report South Parcel, RFP 20-21-1-6
- AMCD SIT As-built Grading Plan, North Parcel, RFP 20-21-1-7
- AMCD SIT As-built Grading Plan, South Parcel, RFP 20-21-1-8
- AMCD SIT As-built Utility Plan, North Parcel, RFP 20-24-1-9
- AMCD SIT As-built Utility Plan, South Parcel, RFP 20-24-1-10
- AMCD SIT Irradiators & Chillers, RFP 20-21-1-11 Addendum 1
- AMCD SIT Plumbing Fixture Basis of Design, RFP 20-21-1-12
- RFP 20/21-1 Addendum 1
- RFP 20/21-1 Addendum 2 with attachments
- RFP 20/21-1 Addendum 3 with attachments

I have received and reviewed all the above listed documents for bid solicitation 20/21-1.

Company Name ________________________________
Compass Group, Inc.

Print Name ________________________________
Grayson Mathewson

Signature ________________________________

Date Signed ________ 07/28/2021____________

Please include this signed document with your Bid, under tab 10 miscellaneous.
<table>
<thead>
<tr>
<th>Design and Engineering Costs</th>
<th>Cost $29,500.00</th>
<th>Total Cost $29,500.00 (points price)</th>
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<tbody>
<tr>
<td>Site Plan</td>
<td>Points awarded</td>
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<tr>
<td>Award points on a scale of 1 to 15 with 15 points awarded to the lowest price</td>
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<th>Design and Engineering Costs</th>
<th>Cost $90,000.00</th>
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<tr>
<th>Permitting, Permits and Impact Fee Costs</th>
<th>Cost $32,237.00</th>
<th>Total Cost $32,237.00 (points price)</th>
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<tr>
<td>Project</td>
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<tr>
<td>Award points on a scale of 1 to 15 with 15 points awarded to the lowest price</td>
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<table>
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<tr>
<th>Construction Costs (site &amp; building)</th>
<th>Construction cost $1,493,689.00</th>
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<tbody>
<tr>
<td>Project</td>
<td>General Conditions cost $349,833.00</td>
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<tr>
<td>A</td>
<td>Other construction costs $259,567.00</td>
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</tbody>
</table>

| Construction Price, General Conditions and Other construction, total cost (lines A, B, C) $2,103,089.00 (points price) |
| Project                                  | Points awarded  |                                     |
| Award points on a scale of 1 to 15 with 15 points awarded to the lowest price |

| Projected Project Cost                   | Total RFP Contract Cost $2,254,826.00 |

<table>
<thead>
<tr>
<th>Additional Cost Information</th>
<th>Alternate cost (if any) $0.00 (cost increases or decrease)</th>
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</thead>
<tbody>
<tr>
<td>Estimated Sales Tax savings</td>
<td>$28,202.00 (cost reduction)</td>
</tr>
</tbody>
</table>
Experience of Firm/Firms (Tab's 1, 2, 3, 4, 8, 9 and 10)

INTRODUCTION/COVER LETTER: You should provide no more than a 2 page letter of introduction. The letter should highlight or summarize whatever information you deem appropriate as a cover letter, but at the least, this section should include the name, address, telephone number, and e-mail address of one contact to whom any correspondence should be directed.

BUSINESS ORGANIZATION: In this section you should describe your business organization and who will serve as major participants and their respective roles. Organization. State full name, address, telephone number and web address of the proposing firm. Indicate whether those in the proposing group will operate as a sole proprietorship, individual, partnership, or corporation, and the state of its incorporation or license to operate.
As applicable, provide the name of the branch office or other subordinate element that will perform or assist in performing the services described herein.
Major participants. Interested parties may use joint venture partners or sub-consultants. If you plan to use this approach, provide the following in list form on a summary page (specific information about each partner or sub-consultant should be provided in the appendix, if desired).
A list of major participants, especially consultants, and complete addresses, and their role.
Should any of the participants include a Minority Business Enterprise (MBE), this should be noted.
Specific role in the project of each participant noted above.
Estimated percentages of participation of each participant noted above.
Confirmation of acceptance. By written confirmation, please note the following acceptance within the proposal (a signed statement will be sufficient).
Your firm/organization/joint venture consents that proposals will not be accepted from any company, firm, person, or party, parent or subsidiary, against which the District has an outstanding claim, or a financial dispute relating to prior contract performance with the District. Any time the District discovers such a dispute during any point of evaluation, the proposal will not be considered further.
Through a statement of disclosure, your firm/organization/joint venture will provide sufficient detail of any relationship, especially financial, between members of your firm and any District Board members, employees, or there family members. This will allow the District to evaluate possible conflicts of interest. However, it will remain at the District discretion whether the extent of any conflict of interest remains substantial to disqualify any proposal.
Your firm/organization/joint venture consents that its proposal will remain valid for a period of not less than sixty (60) days from the due date of the proposal and not less

FIRM EXPERIENCE / CAPABILITY: In this section, proponents will provide a list of their firm’s work on projects the same as this one or similar to this one. The information will be presented at least in summary form and than can be followed as appropriate by a narrative.

Same-type projects. On the first page(s) of this section, the following will be provided in summary form as a list for the same type projects, either completed or substantially completed by the firm.

NOTE: This should also be completed for each major joint venture partner or sub-consultant in the proponent’s group

Name, location and description of project(s)

Date of project / completion date.

Describe the company’s involvement in the project.

Value in dollars.

Size and scope of project.

Name of client’s project manager and telephone number.

Name of architect of record and project architect and their role in this project.

Similar projects. To provide additional information, proponents can provide information on their work on projects related to this one (i.e. similar in design, construction or project approach), either completed or substantially completed.

PROJECT TEAM: This section will present those within your proposal who will deal directly on a day-to-day basis with this project.

Organizational chart. Provide an organization chart which gives a visual delineation of the organizational structure, and in particular, who will be interacting on a day-to-day basis between those on the design team and the District, especially the architect of record or the project architect (if different). A narrative of personnel and responsibilities can be included, as you deem appropriate. Within your organization chart, please note participation of any Minority Business Enterprise (MBE) or employees.

Summary of key personnel. On the first page(s) of this subsection, please provide a summary in list fashion of key personnel within the project team, their role in the project and a brief summary of their prior experience. This should be followed by a resume of each key staff person who will participate in the project, including key and relevant experience in similar projects.

Project manager. Indicate who the assigned project manager will be, the person’s experience and background. The project manager’s resume should be included and cover in detail their experience with similar projects.

FINANCIAL STRENGTH: This section should provide information demonstrating that the firm is financially sound and possesses sufficient financial resources to accomplish the project.

REFERENCES: References (at least three) including contact, relationship, address and phone number. Note: the District reserves the right to contact any previously mentioned client about your performance.

MISCELLANEOUS: This section provides an opportunity for you to provide other information that the project team considers relevant. Be specific.

Award points on a scale of 1 to 15 with 15 being the highest

Points awarded
Knowledge of Project (Tab 5)

DEMONSTRATED UNDERSTANDING OF PROJECT/CLIENT'S GOALS: In this section, proponents will discuss their understanding of the project and its goals, why they believe their firm/partnership/joint venture is the most qualified to undertake the work and how they would approach the project. Project understanding. Provide a narrative that demonstrates your understanding of the project/strategy and project goals. Methodology. Provide a description or outline of the methodology. This should include how your project team will approach the project and its working relationship with others such as the District. Be specific about how your project team can translate the methodology you propose to meet program goals, interact with others outside of the project team who will be involved in the project and relevance of your approach to the District's intent and needs. Be specific about how your project team will work with the design/build contractor to assure quality performance. Provide information on any special services or techniques which you will offer which differentiates your proposal from any other.

<table>
<thead>
<tr>
<th>Award points on a scale of 1 to 10 with 10 being the highest score</th>
<th>Points awarded</th>
</tr>
</thead>
</table>

Length of Time for Completion of Project (Tab 7)

SCHEDULE: Assume all work will proceed in a prompt and orderly manner. The proposal should indicate the expected amount of time to perform the services listed. Consideration will be given to the firm which can perform the service within the least amount of time. A time line will be provided. Note: The contract will have a clause allowing AMC to deduct money due from the contract total for contract completion after the contracts scheduled completion date (late). The contract will have a clause allowing AMC to add money due from the contract total for contract completion before the contract scheduled completion date (early). Penalties will be made in the amounts of $15,000.00 for a full calendar month project is completed behind schedule. Rewards will be made in the amounts of $5,000.00 for a full calendar month project is completed ahead of schedule.

<table>
<thead>
<tr>
<th>Award points on a scale of 1 to 10 with 10 being the highest score</th>
<th>Points awarded</th>
</tr>
</thead>
</table>

Minority Outreach (Tab 6)

MINORITY/LOCAL OUTREACH: Provide information about your past experience in encouraging minority participation and how this experience will provide you with the basis for involving local and minority participation on this project. This might include being a MBE firm or participation of MBE suppliers or vendors.

<table>
<thead>
<tr>
<th>Award points on a scale of 1 to 5 with 5 being the highest score</th>
<th>Points awarded</th>
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</thead>
</table>

Were there any exceptions to the RFP document? Yes No (if Yes list below)

<table>
<thead>
<tr>
<th>Total points</th>
<th>Ranking</th>
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Committee Members

<table>
<thead>
<tr>
<th>PRINT NAME</th>
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<td>PRINT NAME</td>
<td>SIGNATURE</td>
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</table>
UNFINISHED BUSINESS

#2
2021 MEMO

TO: Board of Commissioners
FROM: Dr. Rui-De Xue, Director
CC: Dr. Whitney Qualls
DATE: August 4, 2021
RE: Ph.D. student Kai Blore’s progress report

Through Anastasia Mosquito Control District funding and support, Kai Blore began doctoral studies in Medical Entomology at the University of Florida. To date, Kai has completed 2 semesters of coursework including Graduate Survey of Entomology and Insect Classification with plans to take Ecology of Vector-borne Diseases and Seminar in Insect Resistance Management in the Fall of 2021. On July 14th 2021, he was awarded a Florida Department of Agriculture and Consumer Services (FDACS) research grant fully funding his research project and tuition for the next 2 years. As a co-principle investigator (co-PI) in collaboration with Dr. Rebecca Baldwin (Associate Professor; University of Florida), the research proposal aims to study the effects of encapsulation and nano-formulation on insecticide efficacy. The goal of this research is to improve the performance of existing insecticides and to help mitigate the development of insecticide resistance in mosquito populations.
UNFINISHED BUSINESS

#3
TO: Board of Commissioners
FROM: Dr. Rui-De Xue, Director
CC: Commissioner Mrs. Brandhorst
DATE: August 4, 2021
RE: Discussion and approval of Commissioner Mrs. Brandhorst to attend the FMCA annual meeting, Duck Key, November 16-18, 2021

Commissioner Mrs. Catharina Brandhorst requests for attending the Annual meeting of the FMCA, Duck Keys, Florida, November 16-18, 2021. The cost for her trip included the registration fee, hotel, mileage, and per diem is about $1,620.
TO: Board of Commissioners
FROM: Dr. Rui-De Xue, Director
CC: Scott Hanna
DATE: August 4, 2021

RE: Discussion and approval of updated policy about Commissioners’ benefits (limit education fund)

Commissioner Mrs. Moeller requested for a proposal to change/update the policy of insurance and benefits for Commissioners to limit any Commissioners to use District education fund to support his/her continue education due to their term limitation and the Chapter 388 restriction for Commissioners’ salary and benefits. Follow sentence is the proposed change (draft) for your discussion and approve.

Added and changed sentence under the Health Insurance and Education Fund: Health insurance and education fund for Commissioners are not provided by the District.
SALARY and BENEFITS FOR COMMISSIONERS

10 SALARY

Commissioners shall receive a salary of $4800 per year, to be paid in twelve installments of $400 each during the first AMCD payroll processing of each month and which is subject to all federal and state taxes and withholdings. It is suggested that commissioners use direct deposit of these funds, to reduce paperwork for the staff.

In addition, commissioners may receive an additional $100 per month for supplies and other expenses related to AMCD business. This compensation will be done as a direct deposit into the commissioner’s specified account.

12 HEALTH INSURANCE

Health insurance for commissioners is not provided by the District.

13 LIFE INSURANCE

The commissioners’ right to complimentary life insurance was waived by a Vote of the Board of Commissioners. However, the commissioners can participate in the life insurance program at their own expense with no cost to the District.

15 TRAVEL EXPENSES

Commissioners will be paid for reimbursements for travel expenses, pursuant to Florida Statutes, Chapter 112. Board members shall be allowed reimbursement for travel expenses related to official AMCD business only, and shall be subject to the same travel policies and regulations that are utilized by District employees and the per diem rates as set by the “Simplified High Low Method” per the Department of Labor rates that follow the IRS. Travel expenses must be approved in advance by a majority of the Board prior to incurring the expense.

Use of District vehicles by Board members is not authorized; however, commissioners may accompany District personnel in AMCD vehicles. In-county travel expenses incurred by Board members will not be reimbursed.

BACK to “TOC”

10 As approved by the Board of Commissioners on 5-29-02, revised 4-9-15 (made effective January 1, 2016)
11 As approved by the Board of Commissioners on 12-10-15
12 As approved by the Board of Commissioners on May 29, 2002
13 As approved by the Board of Commissioners on March 12, 1998
14 As approved by the Board of Commissioners on March 8, 2001
15 As approved by the Board of Commissioners on May 29, 2002
NEW BUSINESS

#2
Congratulations! Your proposed symposium titled, Doing data better: AMCD's Education & Applied Research Benefit Operation (180 Minutes), for the AMCA 2022 Annual Meeting has been accepted. You will be notified of the final date and time for your session in mid-October 2021.

As a symposium organizer, you are responsible for making sure your invited speakers turn in their abstracts. Presenters must submit their abstracts by Friday, September 3, 2021. Abstracts should NOT be submitted as "General Submission." They should be submitted under the "Invited Symposium Session Presentation".

Please pass on the following directions to your speakers for submitting their abstracts:

1. Click Here to Begin- You will be taken the AMCA Call for Papers website
2. Login to your account.
   Accounts from the year prior are not valid. You will need to create a new account.
3. The "My Submission" Page has all the rules and regulations for submissions.
4. Step 1: Enter all Author information
5. Step 2. Enter your submission’s details. This is where you will select “Invited Symposium Presentation” and select your Abstract Topic
6. Submit your Abstract Title and Body. We also ask that you upload your abstract in a word document with proper formatting for the AMCA Abstract Book.
7. Step 3: Review your Submission and Submit.
   *Note - We ask that submissions stay within 300 words.

Presenters will also receive notification of the confirmed date and time of their presentation in mid-October 2021.

Should you have any questions, please let us know. Thank you for your submission!

Natalie Perry
Events Manager

American Mosquito Control Association
1 Capitol Mall, Suite 800
Sacramento, CA 95814
t: (888) 626-0630
c: (209) 623-9662
e: nperry@amgroup.us
www.mosquito.org
Reports
**Director report (July 2021)**

**Program Management:**

**Customer & professional service and service request process:** AMCD answered 698 for service requests in July. Dr. Xue, Dr. Qualls, and Dr. Peper reviewed eight manuscripts for Insects, IAMCA, Pathogen, and Scientific Report. Commissioner Mrs. Moeller attended the FMCA legislation committee meeting.

**Surveillance:** So far, eight sentinel chickens were tested for EEE positive. AMCD continued BG sentinel traps with BG lures and dry ice and ovitraps for Aedes mosquito surveillance once a week. BG traps collected 1,126 adult mosquitoes (major species were Culex and Aedes). CDC light traps collected 3,557 adult mosquitoes. Pilots and technicians conducted aerial surveillance for larval habitats and breeding sites for several times.

**Ground and aerial operation:** Positive larval dips were 702 and treated larvae for 212 times for 736 acres by ground application. Ground ULV sprayed 112 times and treated 65,433 acres, conducted barrier spraying 15 times for 11 acres, and hand fogging for 230 times. Aerial larviciding for 272 acres and aerial adulticiding for 6,403 acres of hot spots.

**Applied research:** SIT project, CDC smart cages, and DoD’s grant projects have been continued. Staff tested 7 new repellent products. Staff tested BTI and Allosid’s impact on fish in green house which was partially funded by DACS through UF. Staff published one article about salt marsh mosquito population in the Wetland Ecology. Staff works on new traps with new lures and WNV sentinel chicken project. AMCD collaborated with UF received two DACS grants (Nanotechnology and SIT). AMCD staff submitted the 1st year DoD grant progress report.

**Education:** Face book, twitter, and website have been updated frequently. AMCD provided the training for 4 P.V. High School students. AMCD hosted two group visiting in July. Education Specialist and staff answered several professional requests about mosquito and insecticides.

**Business Management & Administration:**

**Serve to the Board of Commissioners:** Staff prepared for July 15 Board meeting and financial committee meeting about millage on July 13.

**Budget and Auditor:** Staff update current budget and new budget for July 15’s Board meeting to approve. Board approved the draft budget and temporary millage rate at 0.2000 (reduced from last FY).

**Contract:** SIT’s RFP was released in July. Aerial insurance contract (August 1) has been renewed after Board approval a couple of months ago.

**Insurance:** Held fleet and worker Comp insurance meeting. This will be presented to the September 9’s Board meeting for approval.

**HR:** Three employees included myself tested positive for COVID-19 in the last week of July. AMCD disinfected all facility and equipment and follows the CDC’s new recommendation at work place. Four high school intern volunteers end on July 23 after 6 weeks. One intern student backed to school after about three months. Two temporary DACS grant positions were interviewed and hired through UF.

**Meeting:**

Jul. 7. Prepared for Board books

Jul. 9. 3pm. Attended zooming meeting.

Jul. 12. 10am. Met Commissioner Mrs. Becker about her visiting /use airline ticket credits and budget.

Jul. 13. 9am. Met Commissioner Ms. Gardner about millage rate and budget. Pm. Tele conversation with Commissioner Mrs. Moeller about proposed agenda and millage rate.


Jul. 15. 7am. Attended Scientific group meeting. 8am. Attended repellent testing. 5pm. Attended Board meeting. 7pm. Attended aerial adulticiding.

Jul. 16. Process and implement of Board meeting decision.

Jul. 19. Met aerial group about adulticiding.

Jul. 20. 10am. Held zoom meeting with Mr. Bond about project. 2pm. Met a Scientists about UF/DACS grant project.

Jul. 21. 10am. Met Mr. Baker about fleet insurance. Mr. Hanna and Mr. Weaver attended the meeting.

Jul. 22. Attended repellent testing and intern student presentations. Met Dr. Qualls and Mr. Ed about his resignation.

Jul. 23. Met new chair at Department of Entomology, met three Professors about projects and student training.

Jul. 28. Attended zooming meeting about vector control.
## Treatment Summary

From Date: 07-01-2021  
To Date: 07-31-2021  
Zone: All  
Material: All  
Task: All  

Printed on 2021-08-03 13:26:33 EST

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<td>1071 ea</td>
<td>3.32 acre</td>
<td>322.68 ea / acre</td>
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<td>Altosid XR</td>
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<td>Altosid XRG Air</td>
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<td>272 acre</td>
<td>10 lb / acre</td>
<td>13 times</td>
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<td>Aqualure 20-20 1:5</td>
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<td>43946.43 acre</td>
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<td>B.t.i. Briquets</td>
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<td>Dibrom .7</td>
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<td>Duet 50%</td>
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<td>3352.86 acre</td>
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<td>Mosquitomist Two</td>
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<td>Sustain MBG</td>
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<td>Talstar P</td>
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<td>VectoBac 12AS</td>
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## Task Time Summary

**From Date:** 07-01-2021  
**To Date:** 07-31-2021  
**Zone:** All  
**Employee Name:** All  
**Printed on:** 2021-08-03 13:25:46 EST

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## BG

**7/1/2021**

**To:**

**7/31/2021**

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**Daily Total** 509 63 884 1456

**Legend:**
- Malaria vector
- WNV/SLE vector
- EEE vector
- Dengue, yellow fever, chick-v, Zika
Attachments