



Evaluation Committee Meeting Minutes

Town of Lake Park, Florida

Specialized Landscape Maintenance Services

Request for Qualifications (RFQ) #116-2025

Wednesday, August 13, 2025 11:30 A.M.

Commission Chamber, Town Hall, 535 Park Avenue

The Evaluation Committee Meeting for RFQ 116-2025 was held on Wednesday, August 13, 2025 at 11:30am. Present was Capital Projects Manager John Wille, Town Planner Anders Viane, Sanitation Foreman Dwayne Bell, Special Events Director Riunite Franks, CRA Administrator Allison Justice and Deputy Town Clerk Laura Weidgans. A representative from Chris Wayne & Associates was in attendance (Exhibit A).

Deputy Town Clerk Weidgans called the meeting to order at 11:31am. The Committee introduced themselves and read their scores out loud for each applicant. Chair Wille submitted the scoring sheets as Exhibit B. Deputy Town Clerk Weidgans read the total scores as follows:

- 1) Chris Wayne & Associates- 437 points total
- 2) ValleyCrest- 434 points total

CRA Administrator Justice spoke about the selection process and that it was not solely based on price, but also on qualifications.

Chair Wille announced that the results would be posted shortly and that the next step would be to issue a letter of intent to negotiate.

ADJOURNMENT:

The meeting was adjourned at 10:39am

Laura

Weidgans

Digitally signed by Laura Weidgans
DN: cn=Laura Weidgans, o=Town of
Lake Park, ou=Deputy Town Clerk,
email=lweidgans@lakeparkflorida.go
v, c=US
Date: 2025.08.13 11:56:04 -04'00'

Deputy Town Clerk

Laura Weidgans



Project # 116-2025

PROJECT: Town Hall

August 13, 2025

11:30am

Evaluation Committee Meeting Sign-in Sheet

CONTACT NAME & COMPANY		ADDRESS	PHONE	FAX	EMAIL ADDRESS
1	CWA	15863 97th Dr. N. SUPERFL	561.746.4225		CHES@CHICKSWEATINC.COM
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					

RFQ #116 2025

Specialized Landscape Maintenance Services

EVALUATION AND SCORING SHEET

Category	Chris Wayne & Associates	ValleyCrest
Relevant Urban Landscape Experience (25 pts)	25	25
Turf & Hedge Maintenance Experience (20 pts)	20	20
Personnel Certifications & Capacity (15 pts)	14	10
Irrigation System Maintenance Proficiency) (10 pts)	10	10
Responsiveness to RFQ (10 pts)	7	5
References and Client Satisfaction (10 pts)	10	10
Fee Schedule (10 pts)	10	7
Total Score:	96	87
Ranking	1	2

Evaluator:

Anders Viene

8-13-25

Written Name:

Date:

Anders Viene

Signature

RFQ #116 2025
Specialized Landscape Maintenance Services

EVALUATION AND SCORING SHEET

<u>Category</u>	<u>Chris Wayne & Associates</u>	<u>ValleyCrest</u>
Relevant Urban Landscape Experience (25 pts)	<u>15</u>	<u>10</u>
Turf & Hedge Maintenance Experience (20 pts)	<u>5</u>	<u>5</u>
Personnel Certifications & Capacity (15 pts)	<u>12</u>	<u>14</u>
Irrigation System Maintenance Proficiency) (10 pts)	<u>8</u>	<u>10</u>
Responsiveness to RFQ (10 pts)	<u>10</u>	<u>10</u>
References and Client Satisfaction (10 pts)	<u>10</u>	<u>10</u>
Fee Schedule (10 pts)	<u>10</u>	<u>5</u>
<hr/>		
Total Score:	<u>70</u>	<u>64</u>
Ranking	<u>1st</u>	<u>2nd</u>

Evaluator: Dwayne Bell, Sr. 8/12/2025

Written Name:

Date:


Signature

RFQ #116 2025

Specialized Landscape Maintenance Services

EVALUATION AND SCORING SHEET

Category	Chris Wayne & Associates	ValleyCrest
Relevant Urban Landscape Experience (25 pts)	<u>22</u>	<u>24</u>
Turf & Hedge Maintenance Experience (20 pts)	<u>17</u>	<u>19</u>
Personnel Certifications & Capacity (15 pts)	<u>14</u>	<u>15</u>
Irrigation System Maintenance Proficiency) (10 pts)	<u>8</u>	<u>10</u>
Responsiveness to RFQ (10 pts)	<u>10</u>	<u>10</u>
References and Client Satisfaction (10 pts)	<u>10</u>	<u>10</u>
Fee Schedule (10 pts)	<u>9</u>	<u>6</u>
<hr/>		
Total Score:	<u>90</u>	<u>94</u>
Ranking	<u>2</u>	<u>1</u>

Evaluator:

Rionite Franks

8/13/25

Written Name:

Date:

But C. Dink

Signature

RFQ #116 2025
Specialized Landscape Maintenance Services

EVALUATION AND SCORING SHEET

<u>Category</u>	<u>Chris Wayne & Associates</u>	<u>ValleyCrest</u>
Relevant Urban Landscape Experience (25 pts)	<u>24</u>	<u>25</u>
Turf & Hedge Maintenance Experience (20 pts)	<u>19</u>	<u>20</u>
Personnel Certifications & Capacity (15 pts)	<u>13</u>	<u>14</u>
Irrigation System Maintenance Proficiency (10 pts)	<u>9</u>	<u>10</u>
Responsiveness to RFQ (10 pts)	<u>10</u>	<u>10</u>
References and Client Satisfaction (10 pts)	<u>10</u>	<u>10</u>
Fee Schedule (10 pts)	<u>9</u>	<u>5</u>
<hr/>		
Total Score:	<u>94</u>	<u>94</u>
Ranking	<u>1</u>	<u>1</u>

Evaluator: Allison Justice 8.13.25

Written Name:

Date:


Signature

RFQ #116 2025
Specialized Landscape Maintenance Services

EVALUATION AND SCORING SHEET

<u>Category</u>	<u>Chris Wayne & Associates</u>	<u>ValleyCrest</u>
Relevant Urban Landscape Experience (25 pts)	<u>19</u>	<u>23</u>
Turf & Hedge Maintenance Experience (20 pts)	<u>18</u>	<u>20</u>
Personnel Certifications & Capacity (15 pts)	<u>12</u>	<u>15</u>
Irrigation System Maintenance Proficiency) (10 pts)	<u>10</u>	<u>10</u>
Responsiveness to RFQ (10 pts)	<u>10</u>	<u>10</u>
References and Client Satisfaction (10 pts)	<u>8</u>	<u>9</u>
Fee Schedule (10 pts)	<u>10</u>	<u>8</u>
<hr/>		
Total Score:	<u>87</u>	<u>95</u>
Ranking	<u>2</u>	<u>1</u>

Evaluator: John Wille 08 / 13 / 2025

Written Name:

Date:

Signature

437

434