

**BOGGY CREEK IMPROVEMENT DISTRICT
BOARD OF SUPERVISORS' MEETING MINUTES**

FIRST ORDER OF BUSINESS

The Board of Supervisors' Meeting for the Boggy Creek Improvement District was called to order on Thursday, September 18, 2018 at 3:38 p.m. at 6900 Tavistock Lakes Blvd, Orlando, FL 32827. Members listed below constituted a quorum.

Richard Levey	Chair
Thad Czapka	Assistant Secretary
Scott Gasaway	Assistant Secretary

Also, attending:

Jeff Newton	District Engineer
Larry Kaufmann	Construction Supervisor
Tucker Mackie	Hopping Green & Sams
Jennifer Walden	Fishkind & Associates, Inc.
Lynne Mullins	Fishkind & Associates, Inc.
Stephen Flint	Tavistock Development
Scott Thacker	Tavistock Development
Amanda Lane	Fishkind & Associates, Inc. (via phone)

SECOND ORDER OF BUSINESS

Public Comment Period

Mr. Levey called for any public comments on any agenda items. There were no members of the public present at this time.

THIRD ORDER OF BUSINESS

**Consideration of Minutes of
the August 23, 2018 Board
of Supervisors' Meeting**

Board Members reviewed the minutes from the August 23, 2018 Board of Supervisors' Meeting.

On Motion by Mr. Czapka, second by Mr. Gasaway, with all in favor, the Board of Supervisors for the Boggy Creek Improvement District approved the Minutes of the August 23, 2018 Board of Supervisors' Meeting, as presented.

FOURTH ORDER OF BUSINESS

Discussion of Budgetary Review/Cash Flow Analysis

Ms. Walden explained that the Fiscal Year 2018 budget has been on track but the Accountant for the District, Ms. Lane, came across the fact that the District's cash flow was low this year. Upon researching this further you can see behind Tab 2 that Fiscal Year 2017 expenses hit in Fiscal Year 2018 in the early part of the year which is allowed and they were paid in Fiscal Year 2018 and that was a total of \$162,000.00. Ms. Walden noted that of that, \$56,000.00, were hurricane related items. Ms. Lane created this cash flow analysis so the District can keep track of expenses and make sure that they are moving forward correctly. Ms. Walden reached out to Mr. Ventura with the Developer and the Developer is paying some of those assessments early so the District can keep moving forward with paying Fiscal Year 2018 expenses since the cash flow was low. She also discussed this with Mr. Levey, the Board Chairman, as well as pulling money out of the reserves to use. Ms. Walden noted that she can answer any questions and Ms. Lane is on the phone as well. Ms. Walden stated that District staff needs a ratification of the Chairman's actions.

Mr. Levey explained that he was made aware of this 2-3 weeks ago and there was a need to access funds to pay obligations and he authorized that. Mr. Levey asked how much was due to hurricane impacts. Ms. Walden responded that it was \$56,000.00 for this District. Mr. Levey asked how much was budgeted for hurricane impacts. Ms. Lane stated that there is \$20,000.00 budgeted for hurricane expenses for Fiscal Year 2019. Mr. Levey stated that it still might not be enough but going forward the District will have to deal with that. Mr. Levey opened the floor for the Board to ask any questions or express concerns.

Mr. Gasaway asked if in the past have these types of outflows occurred or if this was an anomaly. He asked if the District knew the dollars were out there but they did not get accounted for until 2018. Ms. Lane responded that for prior years she will need to go back and look for sure but she cannot remember that the District had been paying this much for hurricane expenses in the past but it put a dent in how much money the District thought that it would have. She stated that the District has not come across this issue before. Mr. Levey stated that the last large hurricane expenses that the District had the landscaping and road were still under the warranty period and the District worked out a restoration with the Contractor. Mr. Gasaway asked if the District expects to have this type of case again. Ms. Lane responded that she thinks the District will have a little

bit of it because the Accountants have as part of internal controls, allowing two months' worth of the prior year coming in to overlap into the next fiscal year.

On Motion by Mr. Czapka, second by Mr. Gasaway, with all in favor, the Board of Supervisors for the Boggy Creek Improvement District ratified the actions of the Chairman for the utilization of reserves to address the cash flow concerns.

FIFTH ORDER OF BUSINESS

Consideration of Interlocal Agreement with the Greenway Improvement District Regarding Certain Costs Associated with the Construction of Nemours Parkway

Ms. Mackie explained that the Board previously approved an Interlocal Agreement whereby the Greenway Improvement District is responsible for administering the construction of the entirety of the Nemours Parkway Phase 7 and Boggy Creek Improvement District is contributing funds to the extent of the portions of that roadway that are physically located in Boggy Creek ID. The map is behind Tab 3 in the agenda package behind the agreement. District staff realized that a small portion of Greenway ID is associated with the right-of-way that Boggy Creek ID will be funding due to the widening of Nemours Parkway Phase 1 and part of Phase 7. She explained that the District Engineer in accounting for the cost has already accounted in the CIP for Boggy Creek ID to fully fund that portion so this Agreement between the Districts provides that Boggy Creek ID will be funding everything to the left of the line on the map and Greenway ID will be funding everything to the right. She noted that this will also continue on with maintenance such that Boggy Creek ID will continue to maintain the landscape within that section despite a small portion of it being within Greenway ID. Ms. Mackie noted that the Greenway ID Board already approved this.

On Motion by Mr. Czapka, second by Mr. Gasaway, with all in favor, the Board of Supervisors for the Boggy Creek Improvement District approved Interlocal Agreement with the Greenway Improvement District regarding certain costs associated with the Construction of Nemours Parkway.

SIXTH ORDER OF BUSINESS

**Ratification of Requisition
Nos. 2018-001 – 2018-015
Approved in August 2018 in
an amount totaling
\$3,627,006.34**

Board Members reviewed Requisition Nos. 2018-001 – 2018-015 approved in August 2018 in an amount totaling \$3,627,006.34.

On Motion by Mr. Czapka, second by Mr. Gasaway, with all in favor, the Board of Supervisors for the Boggy Creek Improvement District ratified Requisition Nos. 2018-001 – 2018-015 approved in August 2018 in an amount totaling \$3,627,006.34.

SEVENTH ORDER OF BUSINESS

**Ratification of Operation
and Maintenance
Expenditures Paid in
August 2018 in the amount
totaling \$44,451.25**

Board Members reviewed the Operation & Maintenance expenditures paid in August 2018 in the amount totaling \$44,451.25.

On Motion by Mr. Czapka, second by Mr. Gasaway, with all in favor, the Board of Supervisors for the Boggy Creek Improvement District ratified the Operation and Maintenance expenditures paid in August 2018 in the amount totaling \$44,451.25.

EIGHTH ORDER OF BUSINESS

**Recommendation of Work
Authorizations/Proposed
Services**

Mr. Kaufmann presented a Work Authorization from Central Florida Locating in the amount of \$5,980.00 for horizontal and vertical location services for Lake Nona South Lift Station #9 and 6,000 LF Force Main.

On Motion by Mr. Czapka, second by Mr. Gasaway, with all in favor, the Board of Supervisors for the Boggy Creek Improvement District approved the Work Authorization from Central Florida Locating, Inc. for the Lake Nona South Lift Station #9 and 6,000 LF Force Main project in the amount of \$5,980.00.

Mr. Kaufmann presented a Work Authorization from Donald W. McIntosh for the Lake Nona South Lift Station #9 and 6,000 LF Force Main relating to design, permitting, and construction services in the amount of \$212,460.00. Mr. Kaufmann indicated the route of the force main is preliminary and there are a couple things to consider in the ultimate route. He noted that there are ongoing discussions with the Developer about timing and actual location.

On Motion by Mr. Czapka, second by Mr. Gasaway, with all in favor, the Board of Supervisors for the Boggy Creek Improvement District approved the Work Authorization from Donald W. McIntosh Associates, Inc. for the Lake Nona South Lift Station #9 and 6,000 LF Force Main project relating to design, permitting, and construction services in the amount of \$212,460.00.

NINTH ORDER OF BUSINESS

**Review of District's
Financial Position and
Budget to Actual YTD**

Board Members reviewed the Statement of Financial Position and Budget to Actual through August 2018. Ms. Walden noted that the District has total expenses of \$615,000.00 vs. a budget of \$638,000.00 so the District is currently under budget by \$23,000.00 through the end of August. No action was required by the Board.

TENTH ORDER OF BUSINESS

Staff Reports

District Counsel - No Report

District Manager - No Report

District Engineer -- Mr. Newton distributed the Construction Status Memorandum (Minutes Exhibit A). He stated that for Nemours West & Lift Station 10 there were some issues with getting the jack and bore

done under the expressway last week. A broken drill head occurred in the middle of the expressway but it was repaired. Work was done in the expressway median and they were able to push the casing pipe through yesterday morning and now they are pulling the force main through it. Mr. Gasaway asked if they were able to do that without an MOT approval. Mr. Newton stated that the District got a one-day CFX permit. He noted that VHB is in the process of designing a traffic signal at the intersection of Lake Nona Boulevard and Helios Parkway. He got plans for the UCF hospital so it is being done in coordination with that entrance. There are no change orders at this time with that and he expects the base course to be done later this month or early next month and expects to see paving shortly after. Mr. Newton stated that the intersection modifications have occurred at the intersection of Lake Nona Blvd. and Tavistock Lakes Blvd. They are still looking at the phasing of those signals and VHB has an application into the City to modify at least the Tavistock Lakes Blvd. signal phasing to the lead-lag that was discussed last month.

Mr. Gasaway asked about the left-hand turn coming out of the Tavistock office and requested that someone confirm that the geometry is right because he thinks the lines were put down before the bulldozing work was complete. Mr. Levey asked if the District had a drone that it could use to take a photo from above. Mr. Newton stated that the District has a drone but flying is restricted due to the proximity of the airport. Mr. Gasaway stated that the intersection still has a pull. Mr. Newton stated that once the lead-lag phasing is done he thinks the left turn issue will go away because there will not be competing left turns anymore. He noted that the inclination of VHB is to do lead-lag phasing at the Nemours intersection with Lake Nona Blvd. but they did not say they were going to do it at Veteran's Way. Mr. Gasaway stated that he would like VHB to look at the overall timing of all of the lights because there are some lights that do not turn for five minutes. Mr. Kaufmann indicated that it is an ongoing issue with the City.

Mr. Newton stated that AECOM has been asked to prepare landscape and irrigation plans for the intersection of Veterans Way and Lake Nona Blvd and Mr. Kaufmann will speak about that in his report. He added that the signals at Tavistock Lakes and Veterans Way have been completed for a long time and now that the turn lane

improvements are done at Veterans Way and that additional striping has been put in they are working on project close out but they are also working through the signal phasing with lead-lag as well. They are trying to get it closed out as quickly as they can.

Mr. Newton explained that he passed out a request for a change order for temporary signalization at Nemours Pkwy. and Lake Nona Blvd. (Minutes Exhibit B). He noted that the existing signal pole on the West side conflicts with paving and curb work that needs to be done to finish Nemours West. The lead time on the new pole is 20-24 weeks. He stated that the District needs to get the existing pole and base out of the way. VHB and Traffic Control Devices have come up with a concept where they are going to put the signal heads on the back side of the mast arm on the opposite side of the intersection and move the stop bar back. He noted that there is an additional signal pole in this Change Order request that is going to go on the right side of the intersection near the right turn lane because of the way the heads are going to be oriented. He noted that this would result in a Change Order in the amount of \$14,185.50 and that this only came in today so VHB has not had a chance to look at it but he did forward it to them. He requested that the Board authorize the District Engineer to execute a Change Order not-to-exceed \$15,000.00 with Traffic Control Devices and if it were to go over \$15,000.00 then he would have to come to the Chairman to use his authority outside of a Board Meeting to get them authorized so they can get that work done. Mr. Gasaway asked if this was a surprise. Mr. Newton responded that it was not anticipated that it would have taken this long and the signal pole and mast arm still have not been ordered for a variety of reasons that are outside of the District's control. Mr. Gasaway asked if there is someone else the District can hold accountable to that. Mr. Newton responded that some of it had to do with the City review process on the signal but it is largely related to the lead time on the mast arm. Mr. Kaufmann agreed with Mr. Newton that this temporary signalization was unavoidable and he stated that after researching alternatives that this was the cheapest way to move forward.

Mr. Newton stated that Medical City Drive is not a District project but he stated that the District Board previously authorized an expenditure not-to-exceed \$32,620.00 because of the reclaimed

water gap issue. He noted that in dealing with that it turned out to be a greater issue than originally thought. A camera was run up the main and it is cut or gapped 120 more feet up the street. It is not a consistent main all the way up to the next intersection. Mr. Levey asked if it was ever pressurized. Mr. Newton stated that it was probably pressurized at one time because when Burnham was built they did fire protection from reclaimed water and there was a hydrant there off the reclaimed main. His speculated that when they pulled the hydrant out they never fixed the gap so it looks like Jr. Davis is going to have to go 120 more feet up the road and figure out what is going on with that. Mr. Newton does not know if the 120 feet of isolated main is still able to pass pressure tests. Mr. Levey asked if Mr. Newton needs to do more investigative work before he can come back to the Board with a solution. Mr. Newton stated that is correct.

Mr. Newton stated that for Nemours Phase 7 the contract documents have been finalized and the issuance of the City permit is pending payment for the permit fee. He noted that there is a preconstruction meeting set for September 25, 2018.

Mr. Levey asked if the only action is for the Traffic Control Devices Change Order. Mr. Newton requested permission from the Board to execute a Change Order with TCD in an amount not-to-exceed \$15,000.00. Mr. Gasaway asked if the District has a contract with TCD. Mr. Newton replied that the District does have a contract with TCD.

On Motion by Mr. Czapka, second by Mr. Gasaway with all in favor, the Board of Supervisors for the Boggy Creek Improvement District approved the recommended Change Order from Traffic Control Devices for a not-to-exceed amount of \$15,000.00.

Construction Supervisor - Mr. Kaufmann presented a Work Authorization from AECOM for landscape design services on Lake Nona Blvd. at Veterans Way (Minutes Exhibit C). He noted that this is the section that was modified for the dual left lanes and stated that this proposal came in today which is why it was not in the book or signed yet. He explained that the proposal is in the amount of \$6,100.00 and it

encompasses the section that was demoed for the dual left turns from Lake Nona Blvd. onto Veterans Way. Mr. Newton added that what happened during design is that the City wanted a median restoration plan so for expediency's sake Ms. Ragusa directed AECOM to just sod the median.

Mr. Levey questioned the amount of the Work Authorization. Mr. Kaufmann stated that this is taking the existing landscape plan which is sod and modifying it to what the Developer wants. Mr. Levey stated that he finds it ironic that the District needs to spend almost \$5,000.00 for a set of construction plans. Mr. Flint stated that it sounds like a landscape improvement. Mr. Levey stated that he understands if it is a brand-new roadway and it is part of the Contractors scope to have a landscape and irrigation plan but he thinks this is a little overkill. Mr. Gasaway stated that the cost of the design is going to cost almost the same as the plant materials that the District will put in. Mr. Thacker stated that the project can be considered complete as it is because what was installed was permitted and approved and the Board could agree to do this as a landscape enhancement. Mr. Kaufmann stated that he has been getting comments from the Developer about putting something in there. Mr. Levey stated that if the District is repairing the irrigation system in the right-of-way they do not go to the City and get a permit. Mr. Kaufmann stated that they are using the capacity and are not increasing it. Mr. Levey responded that it seems like a lot of overkill. He requested that this Change Order be tabled and asked if the team can take a look at this and see if there is a more effective delivery method. The Board will take no action on this item at this time.

Mr. Kaufmann stated that Mr. Flint is a member of the Construction Committee currently and requested that the District add Troy Davidson in lieu of Mr. Flint. Mr. Levey stated that the prior Board for the Greenway ID approved this request.

On Motion by Mr. Czapka, second by Mr. Gasaway, with all in favor, the Board of Supervisors for the Boggy Creek Improvement District approved Mr. Troy Davidson replacing Mr. Stephen Flint on the Construction Committee.

ELEVENTH ORDER OF BUSINESS

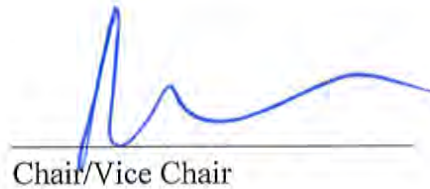
**Supervisor and Audience
Comments & Adjournment**

There were no Supervisor requests or audience comments. Mr. Levey requested a motion to adjourn.

On Motion by Mr. Czapka, second by Mr. Gasaway, with all in favor, the September 18, 2018 Meeting of the Board of Supervisors for the Boggy Creek Improvement District was adjourned.



Secretary/Assistant Secretary



Chair/Vice Chair



MEMORANDUM

DONALD W. MCINTOSH ASSOCIATES, INC.

DATE: September 18, 2018
TO: Boggy Creek Improvement District Board of Supervisors
FROM: Donald W. McIntosh Associates, Inc. District Engineer
RE: Construction Contract Status

Dear Board Members,

Please accept this summary of our construction contract status. Listed below by project is a brief summary of recent contract activity. Copies of the latest Change Order logs are attached.

CIVIL ENGINEERS

Lake Nona Nemours Parkway West and Lift Station No. 10 – Jon M. Hall Company

LAND PLANNERS

Construction Status: Construction of all subsurface work is substantially completed except for the force main crossing SR 417. Mechanical equipment failure delayed the installation of the casing but has been resolved and the casing under the expressway has been completed. The roadwork is well advanced and base course is expected to be completed by October 5, 2018. There is an ongoing point of contention with the City of Orlando regarding raised planters in the median of Lake Nona Boulevard at its intersection with Helios Boulevard due to sight distance obstructions. The current approval requires removal of planters prior to opening the roadway unless the intersection is signalized. A signal warrant study shows that a signal is warranted at this intersection. The District's traffic signal consultant (VHB) is in the process of designing the traffic signal in coordination with the UCF hospital entrance and will submit to the City for approval once their design is complete. The Developer has requested that utility sleeves be installed under the road in order to provide future utility services to potential development on the land lying north of the project. These sleeves will likely result in a change order request from the contractor.

SURVEYORS



Change Order (C.O.) Status: None at this time.

Recommended Motion: None at this time.

Lake Nona Boulevard Intersection Modifications: Tavistock Lakes Boulevard and Veterans Way – Jon M. Hall Company

2200 Park Ave. North

Construction Status: Previously authorized work at both intersections is substantially complete. Additional left-turn guide striping has been installed through both intersections to help better direct traffic. AECOM has been asked to prepare a landscaping & irrigation plan for the intersection of Veterans Way & Lake Nona Boulevard now that the road improvements have been completed.

Winter Park, FL

32789-2355

Fax 407-644-8318

Change Order (C.O.) Status: None at this time.

407-644-4068

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Memorandum
Re: Boggy Creek Improvement District
Construction Contract Status
September 18, 2018
Page 2

Recommended Motion: None at this time.

Lake Nona Boulevard Traffic Signals: Tavistock Lakes Boulevard, Veterans Way, and Nemours Parkway – Traffic Control Devices

Construction Status: Both signals were substantially completed on May 18, 2018. Now that the intersection improvements have been completed, the Signal Contractor is working on project close-out. The District's traffic signal consultant is discussing with the City of Orlando the re-phasing signals along Lake Nona Boulevard to eliminate concurrent opposing left turns with minimal impact on intersection capacity (lead-lag phasing).

District Staff continues to work with the signal designer (VHB) and the signal contractor (TCD) regarding temporary signalization alternatives at Nemours Parkway due to the long lead time on the signal pole and mast arm (20-24 weeks).

Change Order (C.O.) Status: None at this time.

Recommended Motion: None at this time.

Medical City Drive Phase 2 – Jr. Davis Construction

Construction Status: Although this roadway appears in the District's CIP, it is currently being constructed as a private roadway by Jr. Davis Construction (JDC) under contract with Tavistock Development Company (TDC). District Staff is continuing to coordinate with JDC on a change order request to TDC for the costs associated with completing the reclaimed water main connection to the existing 12-inch main in existing Medical City Drive near Burnham that was left incomplete by the previous contractor, DeWitt Excavation, who was then working under a contract with BCID. This is a cost that will ultimately be passed on to BCID since the missing reclaimed water main was to have been constructed by DeWitt for the District. District Staff is also looking into whether or not DeWitt can still be held liable for the cost of this work. The District Board previously authorized an expenditure of not to exceed \$32,620.00 to reimburse the Developer for this additional work; however, based on ever-evolving field conditions, the extent of the work is greater than originally anticipated and will likely exceed this amount.

Change Order (C.O.) Status: None at this time.

Recommended Motion: None at this time.

Nemours Parkway Phase 7 – Jr. Davis Construction, Inc.

Construction Status: Contract documents have been finalized and issuance of the City permit is pending payment of the permit fee. Upon issuance of the City permit, we will issue a Notice

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Memorandum

*Re: Boggy Creek Improvement District
Construction Contract Status*

September 18, 2018

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To Proceed. Review of shop drawings is in progress and the preconstruction meeting with the City of Orlando is scheduled for September 25, 2018.

Change Order (C.O.) Status: None at this time.

Recommended Motion: None at this time.

Should there be any questions, please advise.

Thank you.

End of memorandum.

c: Larry Kaufmann
Stephen Flint
Scott Thacker
Lance Jackson
Robin Persad

LAKE NONA SOUTH
Boggy Creek Improvement District
Nemours Parkway West and Lift Station No. 10
Jon M. Hall Company
Change Order Log

C.O. #	Date	Description of Revision	Additional Days	Amount	Status	New Contract Amount Original Contract Date 1/5/18	To Board	Approval Date	Notes
						\$9,231,392.00			
<u>1</u> (RCO 1)	2/20/2018	Change Order per revised plans 12/18/17 - 1/4/18, and add 15 days	15	\$14,124.25	Approved	\$9,245,516.25	2/20/2018	2/20/2018	
<u>2</u> (RCO 2)	2/23/2018	Add Turn Lane Modifications at Tavistock Blvd and at Vetrans Way	15	\$132,054.00	Approved	\$9,377,570.25	2/20/2018	2/20/2018	
<u>3</u> (RCO 5)	3/22/2018	Direct Owner Purchase Materials - Mack \$172,274.38, Ferguson \$854,545.14, Rinker \$279,532.54	0	(\$1,306,352.06)	Approved	\$8,071,218.19	4/17/2018	4/17/2018	
<u>4</u> (RCO 3)	2/20/2018	Change order Per Plan Revision dated 2/19/18. (For City requested changes to access road and precast materials.)	10	\$132,157.52	Approved	\$8,203,375.71	6/19/2018	6/19/2018	
<u>5</u> (RCO 7)	5/4/2018	Change Subcontractor for Telecom Conduit (telecom conduit to be funded by developer)	0	(\$103,532.32)	Approved	\$8,099,843.39	6/19/2018	6/19/2018	
<u>6</u> (RCO 4)	4/3/2018	Off-site road modifications per City plan review comments.	15	\$75,421.10	Approved	\$8,175,264.49	6/19/2018	6/19/2018	
<u>7</u> (RCO 6)	5/4/2018	Utility stub-outs requested by the Town Center engineer.	5	\$27,142.20	Approved	\$8,202,406.69	7/17/2018	7/17/2018	
<u>8</u> (RCO 8)	6/8/2018 revised on 7/31/18	Addition of median to Nemours West and associated changes.	55	\$263,540.66	Approved	\$8,465,947.35	8/23/2018	8/23/2018	
<u>9</u> (RCO 11)	8/14/2018	Landscape / Irrigation revised irrigation fittings	0	\$20,126.64	Approved	\$8,486,073.99	8/23/2018	8/23/2018	
<u>10</u> (RCO 12)	8/15/2018	Forcemain Wet Relocation	3	\$10,187.40	Approved	\$8,496,261.39	8/23/2018	8/23/2018	
Days to Substantial Completion			313	Revised Contract Amount		\$8,496,261.39			
Days to Contract Completion			343						

LAKE NONA SOUTH
Boggy Creek Improvement District
Lake Nona Blvd. Traffic Signal Modification at Tavistock Lakes Blvd and Veterans Way Roadway
Change Order Log
Jon M. Hall Company

C.O. #	Date	Description of Revision	Additional Days	Amount	Status	New Contract Amount Original Contract Date	To Board	Approval Date	Notes

**LAKE NONA SOUTH
Boggy Creek Improvement District
Lake Nona Blvd. Traffic Signal Modification at Tavistock Lakes Blvd and Veterans Way - Signal
Change Order Log
Traffic Control Devices**

C.O. #	Date	Description of Revision	Additional Days	Amount	Status	New Contract Amount Original Contract Date	To Board	Approval Date	Notes
						\$40,025.00			
<u>CO#1</u>		Lake Nona Boulevard and Nemours Parkway Traffic Signal Modifications		\$126,124.30	Approved	\$166,149.30	8/23/2018	8/23/2018	

**LAKE NONA SOUTH
 Boggy Creek Improvement District
 Medical City Drive Phase 2
 Change Order Log
 NOT CDD**

C.O. #	Date	Description of Revision	Additional Days	Amount	Status	New Contract Amount Original Contract Date	To Board	Approval Date	Notes



Corporate Office
 242 North Westmonte Drive
 Altamonte Springs, Fl 32714
 Phone - 407.869.5300
 Fax - 407.682.0076
 www.TCD-USA.com

Local Offices
 Altamonte Springs, FL Sarasota, FL
 Clermont, FL Tampa, FL
 Deland, FL Dallas, TX
 Jacksonville, FL Houston, TX
 Pompano, FL San Antonio, TX
 Punta Gorda, FL Salisbury, NC
 Rockledge, FL

To:	Boggy Creek Improvement District	Contact:	
Address:	12051 Corporate Blvd, 12051 Corporate Blvd Orlando, FL 32817	Phone:	(407) 382-3256
Project Name:	18006107-01 - Prop 01 - Temporary Signal	Fax:	
Project Location:	Nemours Pkwy And Lake Nona Blvd, Orlando, FL	Bid Number:	
		Bid Date:	9/18/2018

Item #	Item Description	Estimated Quantity	Unit	Unit Price	Total Price
0102 1	MAINTENANCE OF TRAFFIC	1.000	LS	\$500.00	\$500.00
0630 2 11	CONDUIT, FURNISH & INSTALL, OPEN TRENCH	15.000	LF	\$15.70	\$235.50
0632 7 2	SIGNAL CABLE- REPAIR/REPLACE/OTHER, FURNISH & INSTALL	600.000	LF	\$9.70	\$5,820.00
0646 1 11	ALUMINUM SIGNALS POLE, PEDESTAL	1.000	EACH	\$1,885.00	\$1,885.00
0646 1 60	ALUMINUM SIGNALS POLE, REMOVE	1.000	EACH	\$305.00	\$305.00
0650 1 14	TRAFFIC SIGNAL, F&I, POLY, 3 SECTION, 1 WAY	2.000	AMBY	\$1,000.00	\$2,000.00
0650 1 16	TRAFFIC SIGNAL, F&I, POLY, 4 SECTION, 1 WAY	1.000	AMBY	\$1,440.00	\$1,440.00
0650 1 60	TRAFFIC SIGNAL, REMOVE- POLES TO REMAIN	3.000	AMBY	\$160.00	\$480.00
0671 2 40	TRAFFIC CONTROLLER, MODIFY	1.000	EACH	\$1,520.00	\$1,520.00

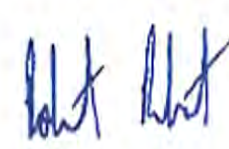
Total Bid Price: \$14,185.50

Notes:

- This proposal is a unit price proposal. The total sum is an approximate sum based on the estimated quantities on the attached proposal (which is an integral part of this proposal) at the unit prices depicted thereon. The final contract amount of any contract resulting from this proposal shall be based on the quantities actually installed and field verified by the Owner's architect/engineer at these unit prices.
- No items quoted herein may be "broken out" without prior approval in writing.
- All survey & layout work is to be performed by others.
- This proposal is valid for thirty (30) days from bid date.

Payment Terms:

Payments are to be made to us by the tenth day of the month for all work installed and materials placed on the job site during the preceding month. Final Payment including retainage, if any, will be due not more than thirty (30) days after completion and acceptance of the work. Any contract resulting from this proposal shall be on the terms and conditions mutually acceptable to the Purchaser and Traffic Control Devices, Inc.

<p>ACCEPTED: The above prices, specifications and conditions are satisfactory and hereby accepted.</p> <p>Buyer: _____</p> <p>Signature: _____</p> <p>Date of Acceptance: _____</p>	<p>CONFIRMED: Traffic Control Devices, Inc.</p> <p style="text-align: right;"></p> <p>Authorized Signature:</p> <p>Estimator: Rob Rebert 407-869-5300 r.rebert@tcd-usa.com</p>
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BOGGY CREEK IMPROVEMENT DISTRICT

Recommendation for Work Authorization / Proposed Services

Project Name: Lake Nona Blvd. at Veterans Way Landscape Design

Brief Description: Landscape Design

Name of Consultant /Vendor: AECOM.

Is this work pursuant to an existing Agreement? Yes No

If so, name and date of Agreement: _____

Is this project included in the District Capital Improvement Plan? Yes No

Are the services required contemplated in the Capital Improvement Plan? Yes No

Is this a continuation of previously authorized work? Yes No

Proposal attached: Yes No

Form of Agreement Utilized: Proposal

Amount of Services: \$ 6,100.00

Recommendation: Approve Deny

By: _____
Larry Kaufmann, Chairman
Boggy Creek Improvement District Construction Committee

c: Jennifer Walden
Tucker Mackie
Jeffrey Newton



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 150 N Orange Avenue
 Suite 200
 Orlando, Florida 32801
 www.aecom.com

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Work Order No. TBD

AECOM Project No: TBD **Work Order Date:** September 18, 2018

Project Name: Lake Nona Blvd. at Veterans Way Landscape Design Services

Consultant: AECOM **Client:** Boggy Creek Improvement District, c/o Tavistock Development Company

Address: 150 N. Orange Avenue, Suite 200, Orlando, Florida 32801 **Address:** 12051 Corporate Blvd. Orlando, Florida 32817

Cost Code: TBD

I. Scope of Services

AECOM is hereby directed to perform the Scope of Services as outlined in Section 2.0 of the Master Services Agreement for landscape architectural services for Lake Nona South Roadways – Boggy Creek Improvement District dated October 9, 2008, and as further indicated below. All services shall be accomplished in accordance with the Master Services Agreement into which this Work Order is hereby incorporated. (see attached scope of services).

Project Description

AECOM will provide Landscape and Irrigation Design services for the Lake Nona Blvd. left-turn lane addition southbound at Veterans Way. This project consists of an additional left-turn lane added within the current median on the westbound side of Lake Nona Blvd. which will facilitate dual left turns onto Veterans Way. AECOM proposes to provide the following services as further documented in Attachment A – Scope of Services

Subconsultants

The following professionals shall be subconsultants to AECOM, and their fees are included in the fees listed herein:

- Irrigation: Computerized Design Services, Inc. (Kevin Smith)
- Structural: N/A
- Cost Est: N/A
- Accent Lighting: N/A
- Other: N/A

Program Elements (included if checked):

- Landscape
- Irrigation
- Sidewalk (Finishes, layout, and grading)
- Water Features: _____
- Garden Architecture (Pavilions & Trellis)
- Entry and Sign Monuments
- Site Walls
- Fences
- Site Furnishings:
- Landscape Aesthetic Grading
- Decorative Pavers (Selection and layout only. Pavement cross-section by Civil Engineer.)
- Columns and Steps
- Landscape Accent Lighting
- Other: Roadway Lighting Fixture coordination

Scope Elements (included if checked)

- | | |
|--|--|
| <input type="checkbox"/> Part I – Conceptual Design | <input checked="" type="checkbox"/> Part V – Building Permit Assistance |
| <input type="checkbox"/> Part II – Schematic Design | <input checked="" type="checkbox"/> Part VI – Bidding Assistance |
| <input type="checkbox"/> Part III – Design Development | <input checked="" type="checkbox"/> Part VII – Construction Phase Services |
| <input checked="" type="checkbox"/> Part IV – Construction Documents | <input type="checkbox"/> Part VIII – Other – Construction Document Revisions |

II. Schedule

AECOM will complete the checked scope elements within the timeframes listed below. AECOM will not initiate work on a scope element without prior approval from The Boggy Creek Improvement District.

- Part I – Conceptual Design
- Part II – Schematic Design
- Part III – Design Development
- Part IV – Construction Documents 1 weeks
- Part V – Building Permit Assistance 2 weeks
- Part VI – Bidding Assistance 1 weeks

- Part VII – Construction Phase Services
- Part VIII - Other – Construction Document Revisions

III. Compensation

Part VIII - services shall be provided on a fixed fee basis. Direct expenses shall be billed at actual cost in addition to the budget provided. These budgets will not be exceeded without Client authorization.

- Part I – Conceptual Design \$0
- Part II – Schematic Design \$0
- Part III – Design Development \$0
- Part IV – Construction Documents \$ 4,700
- Part V – Building Permit Assistance \$ 550
- Part VI – Bidding Assistance \$ 300
- Part VII – Construction Phase Services \$550
- Part VIII – Other – Construction Document Revisions \$0

* Miscellaneous printing and reimbursements not to exceed \$150.00.

Agreed To and Accepted By:

Boggy Creek Improvement District,

AECOM

By: _____
Richard Levey

By:  _____
Randy Mejeur

Its: Chairman
Title

Its: Principal
Title

Date: _____

Date: September 18, 2018



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Attachment A - Scope of Services:

SCOPE ELEMENTS

Task IV – Construction Documents (100% CDs)

- Provide one (1) set of Landscape Plans (at a drawing scale of 1" = 20') for street trees, shrubs, and groundcover with details and a plant list based on the Client's provided sketch plan dated August 30, 2018 prepared by Scott Thacker (Exhibit A).
- Provide input and irrigation co-ordination for POC/POS and all underground sleeving input necessary under roadway and sidewalks
- Coordination of design refinements with Civil Engineer relative to roadway geometry and utilities
- Provide one (1) set of Irrigation Plans (at a drawing scale of 1" = 20') to include head layout, pipe sizes, valve locations, sleeves, and details

Task V – Permitting Assistance

- Provide one (1) submittal of 100% Construction Documents to the City of Orlando Permitting Division
- Provide one (1) revision and resubmittal to the 100% CDs based on comments by the City of Orlando

Task VI – Bidding Assistance

- Review contractor bids from one (1) submittal period according to the agreed schedule
- Provide one (1) Bid Document spreadsheet to align with contractor's estimate of costs

Task VII – Construction Phase Services

- Attend one (1) site visit during construction to verify the work performed by the contractor
- Provide one (1) punch list documenting the observations made during the construction site visit

Additional Services – AECOM will provide Additional Services as mutually agreed between AECOM and the Client. An equitable adjustment to AECOM's compensation and time for performance will be made through an amendment to this Agreement for any Additional Services.



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PROJECT SCHEDULE

AECOM is prepared to begin work on the project immediately upon receipt of this executed Letter of Agreement and a retainer if required under Compensation. AECOM, in consultation with the Client, shall perform its work in such a manner as to comply with a mutually agreed schedule.

ASSIGNED PERSONNEL

The following personnel from AECOM will be assigned to this project, and will have the responsibilities described:

Randy Mejeur	-	Principal-In-Charge/Job Assignment
Michael Brown	-	Project Manager/Job Assignment

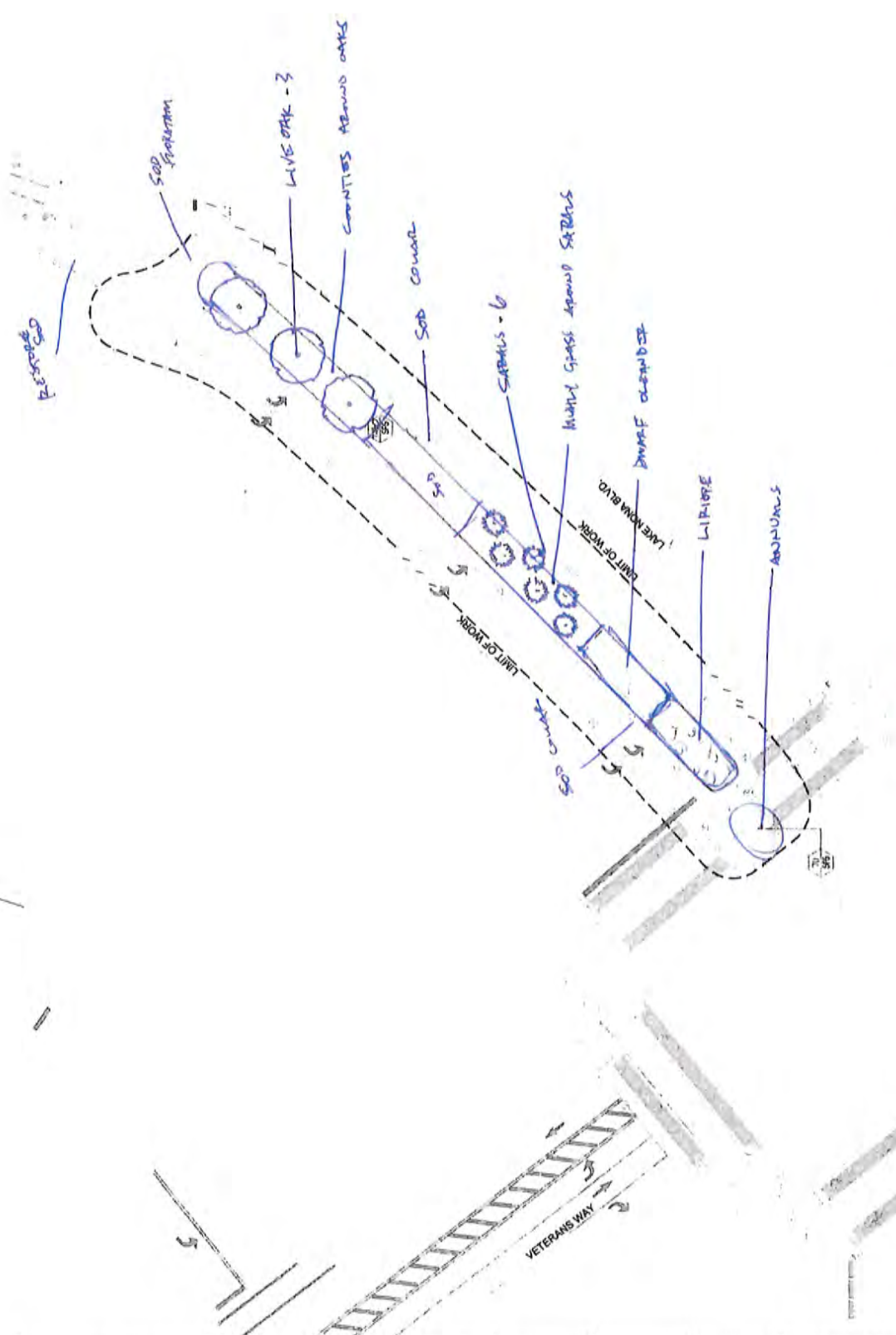


EXHIBIT A - Client's Sketch Plan
provided by Scott Thacker August 30, 2018