

Boggy Creek Improvement District

12051 Corporate Boulevard Orlando, FL 32817; Phone: 407-723-5900

www.boggycreekid.org

The following is the proposed agenda for the upcoming Meeting of the Board of Supervisors for the Boggy Creek Improvement District ("District"), scheduled to be held at **3:30 p.m. on Tuesday, October 15, 2019 at 6900 Tavistock Lakes Blvd., Suite 200, Orlando, FL 32827**. A quorum will be confirmed prior to the start of the meeting.

For those unable to attend in person, you may participate by telephone:

Phone: 1-844-621-3956 (new)

Participant Code: 796 580 192# (new)

BOARD OF SUPERVISORS' MEETING AGENDA

Organizational Matters

- Roll Call to Confirm a Quorum
- Public Comment Period
- 1. **Consideration of the Minutes of the September 17, 2019 Board of Supervisors' Meeting**

Business Matters

2. **Consideration of OUC Master Lighting Installation, Upgrade and Service Agreement – Nemours Parkway West (*provided under separate cover*)**
3. **Ratification of Requisition Nos. 2018-103 – 2018-106 & 2018-108 – 2018-109 in September in an amount totaling \$11,579.54 (*provided under separate cover*)**
4. **Ratification of Operation and Maintenance Expenditures Paid in September 2019 in an amount totaling \$171,438.42 (*provided under separate cover*)**
5. **Recommendation of Work Authorizations/Proposed Services (*if applicable*)**
6. **Review of District's Financial Position and Budget to Actual YTD**

Other Business

- A. Staff Reports
 1. District Counsel
 2. District Manager
 3. District Engineer
 4. Construction Supervisor
- B. Audience Comments, Supervisor Requests

Adjournment



BOGGY CREEK IMPROVEMENT DISTRICT

**Minutes of the September 17, 2019
Board of Supervisors' Meeting**

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 Tuesday, September 17, 2019, at 3:30 p.m. 6900 Tavistock Lakes Blvd., Suite 200, Orlando, FL 32827. Members listed below constituted a quorum.

Richard Levey
Damon Ventura
Thad Czapka
Heather Isaacs

Chair
Vice-Chair
Assistant Secretary
Assistant Secretary (joined at 3:32 p.m.)

Also, attending:

Jennifer Walden
Lynne Mullins
Tucker Mackie
Jeff Newton
Larry Kaufmann
Scott Thacker

PFM
PFM
Hopping Green & Sams
Donald W. McIntosh Associates
Construction Supervisor
Landscape Supervisor

SECOND ORDER OF BUSINESS

Public Comment Period

Dr. Levey called for any public comments on any agenda items.

THIRD ORDER OF BUSINESS

Consideration of the Minutes of the August 20, 2019 Board of Supervisors' Meeting

Board Members reviewed the minutes from the August 20, 2019 Board of Supervisors' Meeting.

On Motion by Mr. Ventura, second by Mr. Czapka, with all in favor, the Board of Supervisors for the Boggy Creek Improvement District approved the Minutes of the August 20, 2019 Board of Supervisors' Meeting.

FOURTH ORDER OF BUSINESS

Consideration of Resolution 2019-09, Approving an Annual Meeting Schedule for Fiscal Year 2020

Ms. Walden recommended keeping the meetings on the third Tuesday of each month at 3:30 p.m. at this location for the Board of Supervisor Meetings and for the Construction Committee Meetings to be held at Donald W. McIntosh Associates' office at 3:30 p.m. every other Thursday starting October 10, 2019.

On Motion by Mr. Ventura, second by Mr. Czapka, with all in favor, the Board of Supervisors for the Boggy Creek Improvement District approved Resolution 2019-09, approving an Annual Meeting Schedule for Fiscal Year 2019-2020.

FIFTH ORDER OF BUSINESS

Consideration of FY 2019 Audit Engagement Letter

Ms. Walden stated that District Counsel reviewed the Audit Engagement Letter with Grau & Associates. There were no changes. The services will not exceed \$6,000.00 which is within the amount budgeted.

On Motion by Mr. Ventura, second by Mr. Czapka, with all in favor, the Board of Supervisors for the Boggy Creek Improvement District approved the FY 2019 Audit Engagement Letter from Grau & Associates.

Ms. Isaacs joined the meeting in progress at 3:32 p.m.

SIXTH ORDER OF BUSINESS

Consideration of OUC Master Lighting Installation, Upgrade and Service Agreement – Nemours Parkway West- Tabled

This item was tabled by the Board.

SEVENTH ORDER OF BUSINESS

Ratification of Operation and Maintenance Expenditures Paid in August 2019 in an amount totaling \$74,080.01

Board Members reviewed the Operation & Maintenance expenditures paid in August 2019 in the amount totaling \$74,080.01. Ms. Walden noted that these have been approved and paid and just need to be ratified by the Board.

On Motion by Mr. Ventura, second by Ms. Isaacs, with all in favor, the Board of Supervisors for the Boggy Creek Improvement District ratified the Operation and Maintenance expenditures paid in August 2019 in the amount totaling \$74,080.01.

EIGHTH ORDER OF BUSINESS

Recommendation of Work Authorizations/Proposed Services

Mr. Kaufmann stated that there were no work authorizations for this District.

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 2019. The District is under budget by roughly \$90,000.00.

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). The Nemours Parkway West and Lift Station No. 10 project has been completed and the permit has been closed-out by the City. Release of lien has been received and release of retainage is being held pending installation of an irrigation master valve and flow sensor and approval of outstanding change orders. Change Order No. 18, in the deductive amount of \$62,175.23 for reconciliation of telecom conduit costs, was presented to the Board for consideration.

On Motion by Ms. Isaacs, second by Mr. Czapka, with all in favor, the Board of Supervisors for the Boggy Creek Improvement District approved Lake Nona Nemours Parkway West and Lift Station No. 10 – Jon M. Hall Company Change Order No. 18 in a deductive amount of 62,175.23.

Nemours Parkway Phase 7 has been fully paved and striping is underway. Landscaping is 90% complete. Asphalt trail is 100% complete. Substantial completion is anticipated in late-October.

Per VHB, the City has approved the signal plans for the intersection of Helios Boulevard and Lake Nona Boulevard and we are now awaiting issuance of the stamped plans and permit prior to issuing a Notice to Proceed. Change Order No. 1 in the additive amount of \$5,567.85 for a material price increase in signal poles and mast arms, approved by District Engineer as authorized by the Board at their August meeting, was presented for ratification by the Board. Change Order No. 2, in the additive

amount of \$15,597.11 for signal design modifications subsequent to project bidding, was presented to the Board for consideration.

On Motion by Ms. Isaacs, second by Mr. Czapka, with all in favor, the Board of Supervisors for the Boggy Creek Improvement District ratified the approval of Traffic Signalization Improvements at the Intersection of Helios Boulevard and Lake Nona Boulevard – The New Florida Industrial Electric, Inc. Change Order No. 1 in the additive amount of \$5,567.85 and approved Change Order No. 2 in the additive amount of \$15,597.11.

Construction Supervisor - No Report

ELEVENTH ORDER OF BUSINESS

Supervisor and Audience Comments & Adjournment

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

On Motion by Mr. Czapka, second by Ms. Isaacs, with all in favor, the September 17, 2019 Meeting of the Board of Supervisors for the Boggy Creek Improvement District was adjourned.

Secretary/Assistant Secretary

Chair/Vice Chair



**DONALD W. MCINTOSH
ASSOCIATES, INC.**

MEMORANDUM

DATE: September 17, 2019

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 correspondence as a current 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

LAND PLANNERS

SURVEYORS

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

Construction Status: The Contractor has completed the project and the final punch list. The permit has been closed-out by the City. Release of lien has been received and release of retainage is being held pending installation of master valve and flow sensor and approval of outstanding change orders.

Change Order (C.O.) Status: Change Order No. 18 in a deductive amount of \$62,175.23 for credit on Dais Telecom Conduit Item.

Recommended Motion: Approve Change Order No. 18 in a deductive amount of \$62,175.23.



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

Construction Status: Repairs of deficient segments of sanitary sewer and storm sewer pipe have been completed per City's authorized method. City confirmation of repairs is forthcoming. The roadway has been fully paved and striping is underway. Landscaping is 90% complete. Asphalt trail is 100% complete. Substantial completion is anticipated in late-October.

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

Recommended Motion: None at this time.

2200 Park Ave. North

Winter Park, FL

32789-2355

Fax 407-644-8318

407-644-4068

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Memorandum

*Re: Boggy Creek Improvement District
Construction Contract Status*

September 17, 2019

Page 2

Traffic Signalization Improvements at the Intersection of Helios Boulevard and Lake Nona Boulevard – The New Florida Industrial Electric, Inc.

Construction Status: Per VHB, the City has approved the signal plans and we are now awaiting issuance of the stamped plans and permit prior to issuing a Notice to Proceed. Shop drawings are currently under review by VHB.

Change Order (C.O.) Status: Change Order No. 1 in the additive amount of \$5,567.85 for material price increase due to delay in project commencement approved by the District Engineer as authorized by the Board at their August meeting.
Change Order No. 2 in the additive amount of \$15,597.11 due to plan changes between Notice of Award and permit approval.

Recommended Motion: Ratify the approval of Change Order No. 1 in an additive amount of \$5,567.85 and approve Change Order No. 2 in the additive amount of \$15,597.11 and authorize the District Engineer, after further review and negotiation with the Contractor, to execute such Change Order on behalf of the District.

Should there be any questions, please do not hesitate to call.

Thank you.

End of memorandum.

c: Larry Kaufmann
Scott Thacker
Troy Davidson
Rene Schneider
Lance Jackson
Tarek Fahmy

**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			
1 (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	
2 (RCO 2)	2/23/2018	Add Turn Lane Modifications at Tavistock Blvd and at Veterans Way	15	\$132,054.00	Approved	\$9,377,570.25	2/20/2018	2/20/2018	
3 (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	
4 (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	
5 (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	
6 (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	
7 (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	
8 (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	
9 (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	
10 (RCO 12)	8/15/2018	Forcemain Wet Relocation	3	\$10,187.40	Approved	\$8,496,261.39	8/23/2018	8/23/2018	
11 (RCO 10)	7/17/2018	Landscape / Irrigation revised Landscape plans	20	\$25,717.62	Approved	\$8,521,979.01	10/16/2018	10/16/2018	
12 (RCO 13)	8/24/2018	Add paving per revision #6, Add water per RFI #26, Add sleeving per Owners request.	2	\$6,262.80	Approved	\$8,528,241.81	10/16/2018	10/16/2018	
13 (RCO 16)	10/16/2018	Earthwork - Soil Fracturing	10	\$14,141.28	Approved	\$8,542,383.09	10/16/2018	10/16/2018	

**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
14 (email)	11/9/2018	Add Stop Bar	0	\$1,600.00	Approved	\$8,543,983.09	11/19/2018	11/19/2018	
15 (RCO 19)	2/21/2019	Install HC Ramps at lift station drive per RFI #38	2	\$3,570.00	Approved	\$8,547,553.09	3/19/2019	3/19/2019	
16 (RCO 20)	4/11/2019	Option 1: Hardwired electrical service at Lift Station	40	\$15,582.54	Approved	\$8,563,135.63	4/16/2019	4/16/2019	
17 (RCO 22)	7/8/2019	Owner Direct Purchase Reconciliation	0	(\$26,783.73)	Approved	\$8,536,351.90	8/20/2019	8/20/2019	
18 (RCO 23 rev 1)	8/27/2019	Credit on Dais Telecom Conduit Item	0	(\$62,175.23)	Pending	\$8,474,176.67	9/17/2019		

Boggy Creek Improvement District
Lake Nona Nemours Parkway West & Lift Station 10
CONTRACT CHANGE ORDER

Change Order No. 18

Project: Lake Nona Nemours Parkway
West & Lift Station 10

Date 9/17/2019

Engineer: Donald W. McIntosh Associates, Inc.
Contractor Jon M. Hall Company

ITEM NO.	WORK PERFORMED	DESCRIPTION OF CHANGE	AMOUNT + / (-)
1	Credit on Dais Telecom Conduit Item	DEDUCT	(\$62,175.23)

Net Change Order Amount \$ (62,175.23)

Contract Amount Prior to Change Order \$ 8,536,351.90

Revised Contract Amount \$ 8,474,176.67

COMMENTS:

See backup provided by Jon M. Hall Company.

Acceptable To:


Jon M. Hall Company

Date: 9/17/19

Approved By:

Boggy Creek Improvemeent District

Date:

c: Jeffery J. Newton, PE

Item	Description	Current Contract	Proposed RCO w/Gulf CO#1	Corrected Balance
01	DAIS TELECOM CONDUIT			
1.02	Supervision	\$ 6,125.00		\$ 6,125.00
1.03	Mark Up / Overhead	\$ 27,886.23	(\$27,886.23)	\$ 16,950.00
1.04	Survey / As-builts	\$ 9,762.00	(\$5,762.00)	\$ 4,000.00
1.05	Geotechnical Testing	\$ 3,637.00	(\$3,637.00)	\$ -
1.06	Add Gulf Coast Custom Cable Installation	\$ 129,950.00	(\$24,890.00)	\$ 88,110.00
	Total	\$ 177,360.23	(\$62,175.23)	\$ 115,185.00

**LAKE NONA SOUTH
Greenway Improvement District
Nemours Parkway Phase 7
Change Order Log
Jr. Davis**

C.O. #	Date	Description of Revision	Additional Days	Amount	Status	New Contract Amount Original Contract Date	To Board	Approval Date	Notes
						\$6,312,276.78			
1	2/8/2019	Contract adjustment for revision to include scope of work for addendums/plans issued after bid date.		\$ 161,445.97	Approved	\$ 6,473,722.75	2/19/2019	2/19/2019	
2	5/20/2019	Add sanitary and reclaim service laterals intended to serve the Nemours Children's Hospital.		\$ 12,879.00	Approved	\$ 6,486,601.75	5/21/2019	5/21/2019	
3	9/12/2019	Contract Calendar Extension - Add 60 Days	60	\$ -	Pending	\$ 6,486,601.75	9/17/2019		

Boggy Creek Improvement District
Traffic Signalization Improvements at the Intersection of Helios Boulevard and Lake Nona Boulevard
Change Order Log
The New Florida Industrial Electric, Inc.

C.O. #	Date	Description of Revision	Additional Days	Amount	Status	New Contract Amount Original Contract Date	To Board	Approval Date	Notes
						\$496,199.44			
1	8/2/2019	Steel Mast Arm Assembly, furnished and installed	0	\$ 5,567.85	Approved	\$501,767.29	8/20/2019	8/20/2019	
2	9/17/2019	Plan Changes between NOA and Permit Approval	0	\$ 15,597.11	Pending	\$517,364.40	9/17/2019		

Boggy Creek Improvement District
Traffic Signal Improvements at the Intersection of
Helios Boulevard and Lake Nona Boulevard
CONTRACT CHANGE ORDER

Change Order No. 2

Project: Traffic Signal Improvements at the
Intersection of Helios Boulevard and Lake

Date 9/17/2019

Engineer: Donald W. McIntosh Associates, Inc.
Contractor Florida Industrial Electric

ITEM NO.	WORK PERFORMED	DESCRIPTION OF CHANGE	AMOUNT / (-) +
1	Plan Changes Between Notice of Award and Permit Approval	ADD	\$15,597.11

Net Change Order Amount \$ 15,597.11

Contract Amount Prior to Change Order \$ 501,767.29

Revised Contract Amount \$ 517,364.40

COMMENTS:

See backup provided by Florida Industrial Electric.

Acceptable To: _____ Date: _____
Florida Industrial Electric

Approved By: _____ Date: _____
Boggy Creek Improvement District



Florida Industrial Electric

291 Specialty Point

Sanford, FL 32771

Email: dotestimating@fie-inc.com

To:	Boggy Creek Improvement District	Contact:	
Address:	Orlando, FL USA	Phone:	
		Fax:	
Project Name:	Helios Boulevard and Lake Nona Boulevard	Bid Number:	
Project Location:		Bid Date:	8/21/2019
Addendum #:	Change Order #2		

Item #	Item Description	Estimated Quantity	Unit	Unit Price	Total Price
633-3-12	Fiber Optic Connection Hardware, Signals, F&I, Splice Tray	5.00	EACH	\$60.80	\$304.00
635-2-11	Pull & Splice Box, F&I, 13"x24" Cover Size	1.00	EACH	\$1,476.69	\$1,476.69
650-1-14	Vehicular Traffic Signal, F&I, Aluminum, 3 Section, 1 Way	-2.00	AMBY	\$1,183.84	(\$2,367.68)
650-1-16	Vehicular Traffic Signal, F&I, Aluminum, 4 Section, 1 Way	2.00	AMBY	\$2,341.14	\$4,682.28
660-3-11	Vehicle Detection System, F&I, Microwave, Cabinet Equipment	1.00	EACH	\$4,908.18	\$4,908.18
660-3-12	Vehicle Detection System, F&I, Microwave, Above Ground Equipment	4.00	EACH	\$6,233.48	\$24,933.92
660-4-11	Vehicle Detection System, F&I, Video, Cabinet Equipment	-1.00	EACH	\$15,627.84	(\$15,627.84)
660-4-12	Vehicle Detection System, F&I, Video, Above Ground Equipment	-4.00	EACH	\$2,684.18	(\$10,736.72)
682-1-113	CCTV Camera, F&I, Dome Enclosure, Pressurized, IP, High Definition	1.00	EACH	\$8,024.28	\$8,024.28

Grand Total: \$15,597.11

ACCEPTED:

The above prices, specifications and conditions are satisfactory and hereby accepted.

Buyer: _____

Signature: _____

Date of Acceptance: _____

CONFIRMED:

Florida Industrial Electric

Authorized Signature: _____

Estimator: Steven Sheffield
steven.sheffield@fie-inc.com

BOGGY CREEK IMPROVEMENT DISTRICT

**OUC Master Lighting Installation, Upgrade and
Service Agreement – Nemours Parkway West
*(provided under separate cover)***

BOGGY CREEK IMPROVEMENT DISTRICT

**Requisition Nos. 2018-103 – 2018-106 &
2018-108 – 2018-109 Approved
in September 2019 in an amount totaling
\$11,579.54
*(provided under separate cover)***

BOGGY CREEK IMPROVEMENT DISTRICT

**Operation and Maintenance Expenditures Paid
in September 2019 in an amount totaling
\$171,438.42
*(provided under separate cover)***

BOGGY CREEK IMPROVEMENT DISTRICT

**Recommendation of
Work Authorization/Proposed Services
*(if applicable)***

BOGGY CREEK IMPROVEMENT DISTRICT

**District's Financial Position
and Budget to Actual YTD
*(provided under separate cover)***