

GREENWAY IMPROVEMENT DISTRICT
BOARD OF SUPERVISORS' MEETING MINUTES

FIRST ORDER OF BUSINESS

The Board of Supervisors' Meeting for the Greenway Improvement District was called to order on Monday, November 19, 2018 at 3:03 p.m. at the Lake Nona Lakehouse, 13623 Sachs Ave., Orlando, FL 32827. Members listed below constituted a quorum.

Richard Levey
Cristyann Courtney
Damon Ventura

Chair
Assistant Secretary
Assistant Secretary

Also attending:

Jennifer Walden
Lynne Mullins
Jeff Newton
Larry Kaufmann
Tucker Mackie

Fishkind & Associates
Fishkind & Associates
Donald W. McIntosh Associates
Construction Supervisor
Hopping Green & Sams

SECOND ORDER OF BUSINESS

Public Comment Period

Mr. Levey announced that there were no members of the public present or on the phone.

THIRD ORDER OF BUSINESS

**Consideration of Minutes of
the October 16, 2018 Board
of Supervisors' Meeting**

Board Members reviewed the minutes from the October 16, 2018 Board of Supervisors' Meeting. Ms. Walden noted that she received some minor comments from the District Engineer which will be updated.

On Motion by Mr. Ventura, second by Ms. Courtney, with all in favor, the Board of Supervisors for the Greenway Improvement District approved the minutes of the October 16, 2018 Board of Supervisors' Meeting, as amended.

FOURTH ORDER OF BUSINESS

Consideration of Resolution 2019-01, Declaring Board Vacancies

Ms. Walden explained that no one was qualified to be elected for the two seats during the General Election on November 6, 2018. She stated that this resolution declares a vacancy for those seats which is Seat 2 held by Mr. Adams and Seat 3 held by Mr. Ventura. Ms. Walden noted that the District will need to work on finding qualified electors to fill those seats but, in the meantime, the current Board members can retain those seats. Mr. Levey asked if there was any action required by the Board. Ms. Walden requested a motion to adopt Resolution 2019-01. Mr. Levey asked what time period does the District have to find qualified electors. Ms. Mackie responded that the Statutes says that the Board shall appoint within 90 days of the seats being declared vacant but no one can be forced to take a seat, so, Mr. Adams and Mr. Ventura will continue to hold over until the District can identify persons who are willing to serve. The qualified electors need to be residents within the District.

On Motion by Ms. Courtney, second by Mr. Ventura with all in favor, the Board of Supervisors for the Greenway Improvement District approved Resolution 2019-01, Declaring Board Vacancies.

FIFTH ORDER OF BUSINESS

Consideration of Resolution 2019-02, Amending the FY 2018 Budget

Ms. Walden explained that the District Accountant updated the budget to actuals for Fiscal Year 2018. Ms. Walden stated that it is an exhibit to the resolution. Ms. Walden noted that the District did go over the threshold; there were several line items that went over the \$10,000.00 limit or the 10%, as well as, the total expenses increased based on the bills that came in.

Ms. Mackie explained that the District is going back and amending the budget to reflect that the District will be using reserves to fund the deficit and, in the instances, that Ms. Walden was saying the District's prior budget resolution says that in the event that a certain line item is exceeded by a percentage or the District exceeds the prior budget, they need to go back through and amend the budget. Ms. Mackie added that an additional \$28,000.00 is being utilized from reserves to balance the budget due to the increase in expenditures.

Mr. Levey stated that the District is using reserves to balance the last year's expenditures but what the Board is actually approving is the use of approximately \$29,000.00 in reserves to balance last year's budget. Ms. Mackie stated that the Board authorized that in a prior meeting. Mr. Levey asked what the status of reserves are and Ms. Walden stated that as of October 31, 2018, the District had \$9,775.00 in the Infrastructure Capital Reserve and \$12,600.00 in the Interchange Maintenance Reserve. Mr. Levey stated that prior to that the District had \$28,500.00 more in there. Ms. Walden replied that the District had roughly that amount and there might be some overlap because the revised budget factors in some things for November.

Mr. Levey asked if the District is required to have a certain percentage of the budget in reserve. Ms. Mackie responded no because the District is not like an HOA, a City or a County that requires reserves. Some of the monies were depleted in Fiscal Year's 2017 budget as a result of the hurricane related expenditures. She noted that the increase for Fiscal Year 2019 was meant to address these issues.

Mr. Ventura asked where the District will be at the end of Fiscal Year 2019 regarding reserves. Ms. Mackie stated that the revised budget is putting the District at \$780,000.00 total versus FY 2019 which was budgeted, in assessments, \$821,000.00 and reserves are included. Mr. Levey asked what is the revenue number for reserves. Ms. Mackie stated that it is \$22,200.00 going toward reserves. Mr. Levey requested a motion to adopt Resolution 2019-02.

On Motion by Mr. Ventura, second by Ms. Courtney, with all in favor, the Board of Supervisors for the Greenway Improvement District approved Resolution 2019-02, Amending the FY 2018 Budget.

SIXTH ORDER OF BUSINESS

Consideration of Advance Agreement regarding Assignment of Development Rights

Ms. Mackie explained that this is an additional document in connection with the closing of the 2018 Note which is now scheduled for next week. Since the District has negotiated the Amendment to the Trust Indenture dealing with the 2013 Bonds, an additional requirement has arisen for the issuance of the note by the bank. This advance agreement regarding the assignment of development rights has been negotiated with the District and the Developer. She stated that when the Board issued the 2013 Bonds, the Developer executed a contingent assignment to the District of the development rights in the event of default, so that if the District took title of property

subsequent to foreclosure it would then have the ability to assign to itself the development rights or entitlements associated with the property which would put it in the position to sell.

Ms. Mackie explained the 2018 Noteholder understands that the 2013 Bondholder has a primary interest in those rights but, in the event that it reaches a certain threshold, the District will release an assignment of the development rights to the 2018 Noteholder at that point, which is identified as the tipping point. She said the District will hold the assignment in escrow and as negotiated, the benefits go to the District first, then potentially the 2013 Bondholder, and ultimately the 2018 Noteholder depending upon when development completion is reached for the 2013 Bonds.

Mr. Ventura asked how the District is distinguishing between the 2013 Bondholders and the new bank or lender. Ms. Mackie pointed to Exhibit A is the actual assignment and Section 3 states that only after the 2013 notes have achieved development completion, when the 2013 Bonds are fully secured by developed property such that they do not need the development rights anymore, that is when the 2018 Noteholder can step into the position of the 2013 Bondholders. Mr. Levey asked who confirms that is satisfied. Ms. Mackie replied that it would be the District Manager or Financial Consultant.

On Motion by Mr. Ventura, second by Ms. Courtney, with all in favor, the Board of Supervisors for the Greenway Improvement District approved the Advance Agreement regarding Assignment of Development Rights.

SEVENTH ORDER OF BUSINESS

Consideration of OUC Service Agreement for Lighting Service Monument Lighting

Mr. Kaufmann explained that there are a series of spotlights for the monuments that have been in the past managed by the Developer, very poorly, and now the spots lights are being grouped and more spot lights are being added for monuments in both the Greenway and the Boggy Creek Districts. He stated that the number of fixtures in Greenway are three; the fee is \$35.00 per month which includes buying new fixtures, rewiring, getting rid of the current meters, and maintaining them for the life of the agreement.

On Motion by Mr. Ventura, second by Ms. Courtney, with all in favor, the Board of Supervisors for the Greenway Improvement District approved the OUC Service Agreement for Lighting Service Monument Lighting.

EIGHTH ORDER OF BUSINESS

Consideration of OUC Service Agreement for Streetlights at Pixon

Mr. Kaufmann explained OUC never came through with the Agreement. He stated that there are seven fixtures in front of Pixon to be removed and replaced; the Developer's Contractor is responsible for putting in new conduits, junction boxes and pole bases. OUC is supposed to give the District an Agreement to add these fixtures to the District's, overall Road Agreement and delete the ones that were taken down. Mr. Levey asked if there was a net reduction or a net increase because they are new fixtures. Mr. Kaufmann said that there is probably a net increase. He stated the one caveat is that one of the Contractors, before the next Board meeting, needs to put in the sidewalk and they cannot do that without this equipment going in and, in order to not slow down Pixon, the Board needs to accept in principle this standard OUC Agreement. He requested the Board to consider preliminary approval subject to the District Counsel's review of the Agreement with an amount not to exceed \$100.00 per month for these seven fixtures. Ms. Mackie requested a motion to approve the OUC Service Agreement for Streetlights at Pixon for an amount not to exceed \$100.00 per month delegating the Chair the authority for final review and execution in advance of the Board Meeting.

On Motion by Ms. Courtney, second by Mr. Ventura, with all in favor, the Board of Supervisors for the Greenway Improvement District approved the OUC Service Agreement for Streetlights at Pixon for an amount not to exceed \$100.00 per month delegating the Chair the authority for final review and execution in advance of the Board Meeting.

NINTH ORDER OF BUSINESS

Consideration of Temporary Construction and Access Easement Agreement

Ms. Mackie stated this item has previously come before the Board but there have been some language changes negotiated between Nemours and the District. She stated that the District is

working on Nemours Parkway Phase 7, which impacts some of the drainage associates with Nemours. She explained this Temporary Construction Easement allows the District access to construct those facilities but Nemours wanted to make sure there was language in there regarding the functionality of the existing drainage and to not impair it. Ms. Mackie noted the additional language is on page 2 in the first paragraph of the Agreement; otherwise, there have been no other changes. District staff recommended approval of the Temporary Construction and Access easement Agreement.

On Motion by Ms. Courtney, second by Mr. Ventura, with all in favor, the Board of Supervisors for the Greenway Improvement District approved the Temporary Construction and Access easement Agreement.

TENTH ORDER OF BUSINESS

Consideration of Agreement for Professional Landscape Architectural Services with Innovations Design Group, Inc.

Mr. Kaufmann explained the Work Authorization of the Innovations Design Group Agreement and the proposal which describes the scope of work as the landscape and irrigation design for Centerline Drive Phase 2. He explained that the amount of the services is \$15,220.00.

On Motion by Mr. Ventura, second by Ms. Courtney, with all in favor, the Board of Supervisors for the Greenway Improvement District approved the Proposed Agreement for Professional Landscape Architectural Services with Innovations Design Group, Inc.

ELEVENTH ORDER OF BUSINESS

Ratification of Kellogg Avenue Compost Addition

Mr. Kaufmann stated that Mr. Thacker was going to get this together. Mr. Newton stated that this is actually attached to his report and suggest the Board may want to wait to consider this until he gets to his memo. Mr. Levey requested that the Board deal with it now.

Mr. Newton directed the Board's attention to the attachment to his report. He explained that there is a \$1,691.88 Change Order proposed for compost addition and that is half of the amount Dewitt

proposed because it was split between Developer and District 50/50. He noted that the backup is attached to that Change Order. Mr. Levey asked if this is a Change Order to an existing contract. Mr. Newton replied yes and the Construction Manager verbally authorized Dewitt to do it because they needed to get it done and it was under his threshold and this is a ratification of the action of the Construction Manager.

On Motion by Mr. Ventura, second by Ms. Courtney, with all in favor, the Board of Supervisors for the Greenway Improvement District ratified the Kellogg Avenue Compost Addition.

TWELFTH ORDER OF BUSINESS

Ratification of Requisition Nos. 588 – 595 Approved in October 2018 in an amount totaling \$376,074.06

Board Members reviewed Requisition Nos. 588 – 595, Approved in October 2018 in an amount totaling \$376,074.06. Ms. Walden confirmed that these have already been approved, paid, and only need to be ratified by the Board.

On Motion by Mr. Ventura, second by Ms. Courtney with all in favor, the Board of Supervisors for the Greenway Improvement District ratified Requisition Nos. 588 – 595, Approved in October 2018 in an amount totaling \$376,074.06.

THIRTEENTH ORDER OF BUSINESS

Ratification of Operation and Maintenance Expenditures Paid in October 2018 in an amount totaling \$32,626.54

Board Members reviewed the Operation and Maintenance Expenditures paid in October 2018 in an amount totaling \$32,626.54. Ms. Walden confirmed that these have already been approved, paid, and only need to be ratified by the Board.

On Motion by Mr. Ventura, second by Ms. Courtney, with all in favor, the Board of Supervisors for the Greenway Improvement District ratified the Operation and Maintenance Expenditures paid in October 2018 in an amount totaling \$32,626.54.

FOUTEENTH ORDER OF BUSINESS

Recommendation of Work Authorizations/Proposed Services

Mr. Kaufmann presented the following Work Authorizations in the agenda packet:

1. OnSight Industries, LLC in the amount of \$5,015.90 for Decorative Street Signs for New School Site – Street Signs - Laureate Boulevard at School

On Motion by Mr. Ventura, second by Ms. Courtney, with all in favor, the Board of Supervisors for the Greenway Improvement District approved the Work Authorizations from OnSight Industries, LLC in the amount of \$5,015.90 for Decorative Street Signs for New School Site - Street Signs - Laureate Blvd. at School.

Mr. Kaufmann presented the following Work Authorizations in the agenda packet:

2. BrightView Landscape Services in the amount of \$10,718.57 to Combine Controllers in these sections with current controller – Revisions to Irrigation Controllers on Nemours Parkway, Phase 4 & 5.

On Motion by Mr. Ventura, second by Ms. Courtney, with all in favor, the Board of Supervisors for the Greenway Improvement District approved the Work Authorizations from BrightView Landscape Services in the amount of \$10,718.57 to Combine Controllers in these sections with current controller- Revisions to Irrigation Controllers on Nemours Parkway Phase 4 & 5.

3. Donald W. McIntosh Associates, Inc. in the amount of \$450.00 for S&D for sidewalk tract at Lake Nona High School – Nemours Parkway Phase 6 – S&D for OCPS Sidewalk.

On Motion by Mrs. Courtney, second by Mr. Ventura, with all in favor, the Board of Supervisors for the Greenway Improvement District approved the Work Authorizations from Donald W. McIntosh Associates, Inc. in the amount of \$450.00 for Nemours Parkway Phase 6 – S&D for OCPS Sidewalk – S& D for Sidewalk Tract at lake Nona High School.

FIFTEENTH ORDER OF BUSINESS

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

Board Members reviewed the District's statement of financial position through the end of October. Ms. Walden noted that the District is currently under budget and there was no action required by the Board.

SIXTEENTH ORDER OF BUSINESS

Staff Reports

District Counsel –

Ms. Mackie stated that she hopes to close on the 2018 Note next week and with that District Staff will be bringing back to the Board a ratification resolution of all the documents finally approved by the Board.

District Manager –

Ms. Walden noted that the next meeting is scheduled for Tuesday, December 18 which is the Tuesday prior to Christmas. She wanted to make sure that the Board Members would be available before running the ad. Mr. Levey asked if there was a Poitras meeting scheduled for that day too. Ms. Walden responded that Greenway, Boggy, Myrtle, and Poitras are all scheduled to meet that day. The Board Members stated that they all plan to attend.

District Engineer –

Mr. Newton circulated the Construction Contract Status Memorandum (Minutes Exhibit A). He explained that Nemours Parkway Phase 5 & 6 are in closeout. Nemours Parkway Phase 7 is just starting. He noted that the Developer had requested that the street lights be changed from cobra heads to straw hats which will result in a plan change and some additional cost to the District because there will end up being more fixtures. He explained there is a Monument on the West end of Nemours Parkway Phase 6 that is

being built by the Phase 7 Contractor; it was designed on the south side of the road but the Developer has asked the District to move it to the north side of the road. He requested confirmation from the Board regarding the street light change and Monument placement. He stated that Kellogg Avenue is wrapping up and the second lift of asphalt still needs to go down and the District does not need to talk about the change order because the Board already approved it earlier in the meeting. Mr. Newton noted that the McIntosh was previously authorized to design Centerline Drive from Kellogg Avenue up to Nemours parkway and he wanted the Board to be aware that there has been some delay in starting because there are some things going on with the Developer in the mixed-use District area that potentially impact the design of Centerline Drive. Mr. Newton stated that have put that on the back burner momentarily. Mr. Levey asked if Mr. Newton needed a motion from the Board to approve the lighting fixtures and monument placement. Ms. Mackie replied no but they wanted to see if there was any comment from the Board.

Construction Supervisor – Mr. Kaufmann stated that there will be a new OUC Agreement once they redesign the lights and the District will need an easement agreement. Mr. Newton stated that underground utility coordination will be required to make sure that the District does not run into any issues.

SEVENTEENTH ORDER OF BUSINESS

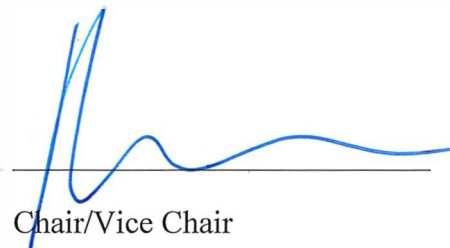
Supervisor and Audience Comments & Adjournment

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

On Motion by Mr. Ventura, second by Ms. Courtney, with all in favor, the November 19, 2018 Meeting of the Board of Supervisors for the Greenway Improvement District was adjourned.



Secretary/Assistant Secretary



Chair/Vice Chair



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

MEMORANDUM

DATE: November 19, 2018
TO: Greeneway 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

Nemours Parkway Phase 5 – Jr. Davis Construction, Inc. / BrightView

LAND PLANNERS

Construction Status: The Notification of Project Completion was submitted to the City on June 21, 2018, with the maintenance bond submitted under separate cover on July 2, 2018. The South Florida Water Management District (SFWMD) construction certification was submitted on June 22, 2018, and the SFWMD certification acceptance was received on July 3, 2018. Although the project has effectively been closed out, the issue related to the irrigation controller remains to be completed by Brightview.

SURVEYORS

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

Recommended Motion: None at this time.



Nemours Parkway Phase 6 – Jr. Davis Construction, Inc. / BrightView

Construction Status: A final walk through inspection was performed with the City inspector on September 14, 2018. The punch list items were completed to the satisfaction of the City's Inspector and the project is deemed complete. Revised as-built surveys received on 11/5/18. Awaiting approval by the City of the verification of cost for the maintenance bond to complete project close-out.

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

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

Construction Status: Construction dewatering has been installed throughout most of the site and Installation of the 72" storm sewer pipe outfall is in progress. JDC encountered leakage into existing sanitary manhole SM-12 at wet tie-in connection. The City has been notified of this condition and asked to repair it since this is a City system. The storm pipe outfalls to SMA-11 are substantially completed. Sanitary sewer pipe and manhole installation has commenced.

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Memorandum

*Re: Greenway Improvement District
Construction Contract Status*

November 19, 2018

Page 2

The developer has requested that the street lights be changed from cobra heads to straw hats. This will result in a plan change and additional costs to the District. The developer has also requested that the monument proposed at the western end of Nemours Parkway Phase 6 (to be constructed under this contract) be relocated to north side of road.

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

Recommended Motion: None at this time.

Lake Nona Kellogg Avenue Extension – DeWitt Excavation

Construction Status: All work is substantially completed except for the potable water connection to the City Park and the final lift of asphalt. The City completed the final sanitary sewer video inspection on November 16, 2018. The final lift of asphalt will be installed after the City accepts the sanitary sewer system. PSI provided a report dated November 9, 2018, in which they concluded that the fill placed within the area of future lots was generally suitable for use as engineered fill provided it is free of debris, rubble, clay, roots and organics.

Change Order (C.O.) Status: Change Order No. 6 in the amount of \$1,691.88 for addition of compost to planting area for Canopy Trees.

Recommended Motion: Approve Change Order No. 6 in the amount of \$1,691.88 and authorize District Engineer to execute same once reviewed and finalized.

Miscellaneous Authorized Tasks

The Board previously authorized the design of Centerline Drive extending from Kellogg Avenue to Nemours Parkway. The design of the portion of this roadway that runs through the Lake Nona Mixed Use District is currently on hold pending Developer decisions regarding conveyance of drainage through the area, which impacts the design of the roadway.

Should there be any questions, please advise.

Thank you.

End of memorandum.

c: Larry Kaufmann
Troy Davidson
Scott Thacker
Lance Jackson
James Nugent
Tarek Fahmy

**LAKE NONA SOUTH
Greenway Improvement District
Nemours Parkway Phase 5
Change Order Log
Jr. Davis**

C.O. #	Date	Description of Revision	Additional Days	Amount	Status	New Contract Amount Original Contract Date 7/12/17	To Board	Approval Date	Notes
						\$3,023,146.05			
1	8/3/2017	Direct Owner Purchase - Materials Deductions	0		VOIDED	\$ 3,023,146.05	8/15/2017/REVISED AMOUNT TO 9/19/17	9/19/2017	Change order for (512,480.60) has been Voided
2	9/26/2017	Storm Revisions: DM-9 to Ex. DM-45 modified per revised plans dated 6/16/17; Street Lighting Conduit added per revised plans dated 6/16/17; Landscape Revisions issued 9/14/17 Included; Signage & Striping Revisions issued 9-25-17 Included.	0	\$ 19,374.95	Approved	\$ 3,042,521.00	10/17/2017	10/17/2017	
3	11/10/2017	Contract Calendar days extension New Substantial Completion Date January 27, 2018.	9	\$ -	Approved	\$ 3,042,521.00	11/21/2017	11/21/2017	
4	1/23/2017	Direct Owner Purchase - Materials deductions for materials purchased by CDD		\$ (228,869.74)	Approved	\$ 2,813,651.26	1/16/2018	1/16/2018	
5	10/8/2018	OUC Conduit Restoration - Landscape & Irrigation Repairs and Street Lighting Revisions		\$ 22,888.82	Approved	\$ 2,836,540.08	10/16/2018	10/16/2018	

**LAKE NONA SOUTH
Greenway Improvement District
Nemours Parkway Phase 6
Change Order Log
Jr. Davis**

C.O. #	Date	Description of Revision	Additional Days	Amount	Status	New Contract Amount Original Contract Date 8/17/17	To Board	Approval Date	Notes
						\$2,070,587.60			
1	7/10/2018	8" Directional Bore	0	\$ 10,874.88	Approved	\$ 2,081,462.48	7/17/2018	7/17/2018	
2	6/20/2018	Culvert Rail Installation	0	\$ 13,464.00	Approved	\$ 2,094,926.48	7/17/2018	7/17/2018	
3	7/16/2018	OCPS sidewalk revision	30	\$ 42,220.54	Approved	\$ 2,137,147.02	7/17/2018	7/17/2018	

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
						\$5,721,337.59			

LAKE NONA SOUTH
Greenway Improvement District
Kellogg Avenue Extension
Change Order Log
Dewitt Excavating

C.O. #	Date	Description of Revision	Additional Days	Amount	Status	New Contract Amount Original Contract Date	To Board	Approval Date	Notes
						\$1,797,324.58			
<u>1</u>	7/12/2018	Developer Portion - Stabilize Construction Access Road and Import Fill	0	\$230,500.00	Approved	\$2,027,824.58	7/17/2018	7/17/2018	
<u>2</u>	8/1/2018	Add days to contract due to weather	8	\$ -	Approved	\$2,027,824.58	8/23/2018	8/23/2018	
<u>3</u>	9/14/2018	OUC Access Revision - electric and street lighting layout configuration - Kellogg Avenue Extension	0	\$ (2,146.88)	Approved	\$2,025,677.70	9/18/2018	9/18/2018	
4	9/14/2018	OUC Access Revision - electric and street lighting layout configuration - Hartwell Court Extension	0	\$ 65,127.18	Approved	\$2,090,804.88	9/18/2018	9/18/2018	
5	10/15/2018	Change of Oak Trees to Acer Rubrum		\$ (500.00)	Approved	\$2,090,304.88	10/16/2018	10/16/2018	
6	10/16/2018	Addition of compost to plant area for Canopy Trees only		\$ 1,691.88	Pending	\$2,091,996.76	11/19/2018		

Greeneway Improvement District
CONTRACT CHANGE ORDER

Change Order No. 6

Project: Lake Nona Kellogg Avenue Extension

Date 11/16/2018

Engineer: Donald W. McIntosh Associates, Inc.

Contractor: DeWitt Excavation, LLC

ITEM NO.	WORK PERFORMED	DESCRIPTION OF CHANGE	AMOUNT / (-) +
1	Addition of Compost to Planting Area for Canopy Trees	ADD	\$1,691.88

Net Change Order Amount \$ 1,691.88

Contract Amount Prior to Change Order \$ 2,090,304.88

Revised Contract Amount \$ 2,091,996.76

COMMENTS:

See detailed backup attached.

Acceptable To:

DeWitt Excavation, LLC

Date:

Approved By:

Greeneway Improvement District

Date:

c: Jeffrey J. Newton, PE
Robin Persad

Lisa Toney

From: Peter Nunes <Peter@dewittexc.com>
Sent: Monday, November 19, 2018 11:48 AM
To: Michelle Boswell
Cc: Lisa Toney
Subject: RE: Kellogg Ave Compost Addition
Attachments: kellogg ave COR 8 compost addtion Kellogg.pdf; kellogg ave COR 8 compost addition Hartwell.pdf

Follow Up Flag: Follow up
Flag Status: Flagged

Michelle,
Please see the two Change Orders broken out into two individual requests.
Thanks,
Peter

From: Michelle Boswell [mailto:mboswell@dwma.com]
Sent: Friday, November 16, 2018 11:10 AM
To: Peter Nunes; Lisa Jones
Cc: Lisa Toney
Subject: RE: Kellogg Ave Compost Addition

Peter,

Can you submit 2 change orders? One for the District and one for Developer.

Michelle Boswell

DONALD W. MCINTOSH ASSOCIATES, INC.

2200 Park Avenue North ~ Winter Park, Florida 32789-2355 ~ Phone: 407-644-4068 ~ Fax: 407-644-3369 ~ Email: mboswell@dwma.com

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From: Peter Nunes <Peter@dewittexc.com>
Sent: Friday, November 16, 2018 10:29 AM
To: Michelle Boswell <mboswell@dwma.com>; Lisa Jones <lisa@dewittexc.com>
Cc: Lisa Toney <ltonev@dwma.com>
Subject: RE: Kellogg Ave Compost Addition

Michelle,
It is a 50/50 split for each of the portions.
Thanks,
Peter

From: Michelle Boswell [mailto:mboswell@dwma.com]
Sent: Friday, November 16, 2018 9:47 AM
To: Peter Nunes; Lisa Jones
Cc: Lisa Toney
Subject: FW: Kellogg Ave Compost Addition

Good Morning Peter,

Would you be able to break this down between district / developer portions if it applies to both Centerline and Kellogg?

Michelle Boswell

DONALD W. MCINTOSH ASSOCIATES, INC.

2200 Park Avenue North ~ Winter Park, Florida 32789-2355 ~ Phone: 407-644-4068 ~ Fax: 407-644-3369 ~ Email: mboswell@dwma.com

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From: Dominique Hicks <dhicks@dwma.com>

Sent: Friday, November 16, 2018 9:43 AM

To: Michelle Boswell <mboswell@dwma.com>

Subject: FW: Kellogg Ave Compost Addition

From: Peter Nunes <Peter@dewittexc.com>

Sent: Tuesday, October 16, 2018 3:06 PM

To: Robin Persad <rpersad@dwma.com>; Dominique Hicks <dhicks@dwma.com>; Gerald Moseley <gerald.moseley@tavistock.com>; Scott Thacker <scott.thacker@tavistock.com>

Cc: richard.maddalena@tavistock.com; James Sprague <jsprague@tavistock.com>; Tim DeWitt <Tim@dewittexc.com>

Subject: Kellogg Ave Compost Addition

Robin,

Please see COR 08 for your approval. This Change Order is to add compost to the trees. If approved it will be a \$3,383.76 addition to the contract.

Thanks,

Peter

Peter Nunes

Project Manger

DeWitt Excavation LLC.

14463 West Colonial Drive

Winter Garden, FL 34787

(M) 407-398-5147

Peter@dewittexc.com



Proposal For: **Kellogg Ave**
Plans Dated:
Date Prepared: 10/16/2018
COR # 8

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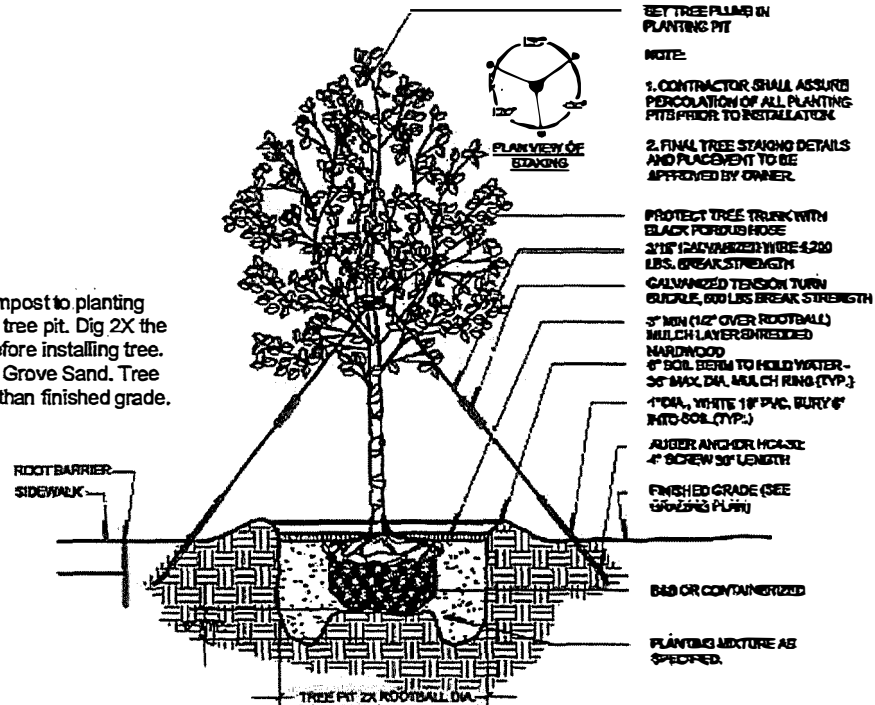
Addition of compost to planting area for Canopy Trees only

Compost addition	1 LS	\$1,691.88	\$1,691.88
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TOTAL

\$1,691.88

Add 6" approved compost to planting area prior to digging tree pit. Dig 2X the rootball diameter, before installing tree. Backfill with Orange Grove Sand. Tree should be 6" higher than finished grade.



SET TREE PLUMB IN PLANTING PIT

NOTE:

1. CONTRACTOR SHALL ASSURE PERCOLATION OF ALL PLANTING PITS PRIOR TO INSTALLATION.

2. FINAL TREE STAKING DETAILS AND PLACEMENT TO BE APPROVED BY OWNER.

PROTECT TREE TRUNK WITH BLACK FORDUS HOSE
 3/16" GALVANIZED WIRE 4,200 LBS. BREAK STRENGTH
 GALVANIZED TENSION TURN BUCKLE, 600 LBS. BREAK STRENGTH
 3" MIN (1/2" OVER ROOTBALL) MULCH LAYER ENRICHED HARDWOOD
 6" SOIL BERM TO HOLD WATER - 36" MAX. DIA. MULCH RING (TYP.)
 1" DIA., WHITE 1/2" PVC, BURY 6" INTO SOIL (TYP.)

AUGER ANCHOR H/43X 4" SCREW 30" LENGTH

FINISHED GRADE (SEE GRADING PLAN)

BASE OR CONTAINERIZED

PLANTING MIXTURE AS SPECIFIED

A LARGE TREE PLANTING

SCALE: NTS



Stronger Together

Hardwood Bark Fines

Super-Fines: This mulch has been screened to give it a finer texture. Super-Fines can be used in soil for planting to promote growth or as a ground cover for flowers and plants.

Excellent For:

- Retains soil moisture and reduces water loss for healthier plants
- Inhibits erosion and minimizes weed development
- Helps maintain soil temperature
- Aged 3-4 months
- All-natural, no dyes or color added

Available in: bulk

Technical Data:

pH.....	5.0-6.5
EC.....	0.1-0.5 dS/m(2)
Organic Matter Content.....	90-99%
Bulk Density (as received).....	650-950 lbs/cy

