

*Shingle Creek  
Community Development District*

*Agenda*

*March 4, 2019*

# AGENDA

# *Shingle Creek*

## *Community Development District*

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135 W. Central Blvd., Suite 320, Orlando, Florida 32801  
Phone: 407-841-5524 – Fax: 407-839-1526

February 25, 2019

Board of Supervisors  
Shingle Creek Community  
Development District

Dear Board Members:

The meeting of the Board of Supervisors of the Shingle Creek Community Development District will be held **Monday, March 4, 2019 at 12:00 p.m. at the Oasis Club at ChampionsGate, 1520 Oasis Club Blvd., ChampionsGate, Florida.** Following is the advance agenda for the regular meeting:

1. Roll Call
2. Public Comment Period
3. Authorization to Issue RFQ for Professional Engineering Services
4. Ratification of Series 2019 Requisition #1
5. Staff Reports
  - A. Attorney
  - B. Engineer
  - C. District Manager's Report
    - i. Approval of Check Register
6. Other Business
7. Supervisor's Requests
8. Adjournment

The second order of business is the Public Comment Period where the public has an opportunity to be heard on propositions coming before the Board as reflected on the agenda, and any other items.

The third order of business is the authorization to issue an RFQ for professional engineering services. A copy of the draft RFQ is enclosed for your review.

The fourth order of business is the ratification of the Series 2019 Requisition #1. A copy of the requisition is enclosed for your review.

The fifth order of business is Staff Reports. Section 1 of the District Manager's Report includes the check register being submitted for approval.

The balance of the agenda will be discussed at the meeting. In the meantime, if you should have any questions, please contact me.

Sincerely,



George S. Flint  
District Manager

Cc: Jan Carpenter, District Counsel  
Michael Enot, District Engineer  
Darrin Mossing, GMS

Enclosures

## SECTION III

**REQUEST FOR QUALIFICATIONS FOR ENGINEERING SERVICES  
FOR THE SHINGLE CREEK COMMUNITY DEVELOPMENT DISTRICT**

*RFQ for Engineering Services*

The Shingle Creek Community Development District ("District"), located in Osceola County, announces that professional engineering services will be required on a continuing basis for the District's capital improvements which may include work related to public roadways, utilities, stormwater management system, landscaping and other public improvements authorized by Chapter 190, *Florida Statutes*. The engineering firm selected will act in the general capacity of District Engineer and provide District engineering services, as required.

Any firm or individual ("Applicant") desiring to provide professional services to the District must: 1) hold applicable federal, state and local licenses; 2) be authorized to do business in Florida in accordance with Florida law; and 3) furnish a statement ("Qualification Statement") of its qualifications and past experience on U.S. General Service Administration's "Architect-Engineer Qualifications, Standard Form No. 330," with pertinent supporting data. Among other things, Applicants must submit information relating to: a) the ability and adequacy of the Applicant's professional personnel; b) whether the Applicant is a certified minority business enterprise; c) the Applicant's willingness to meet time and budget requirements; d) the Applicant's past experience and performance, including but not limited to past experience as a District Engineer for any community development districts and past experience with Osceola County; e) the geographic location of the Applicant's headquarters and offices; f) the current and projected workloads of the Applicant; and g) the volume of work previously awarded to the Applicant by the District. Further, each Applicant must identify the specific individual affiliated with the Applicant who would be handling District meetings, construction services, and other engineering tasks.

The District will review all Applicants and will comply with Florida law, including the Consultant's Competitive Negotiations Act, Chapter 287, *Florida Statutes* ("CCNA"). All applicants interested must submit one original and one electronic version of Standard Form No. 330 and Qualification Statement by \_\_\_\_\_ on \_\_\_\_\_ to the attention of Mr. George S. Flint, c/o Governmental Management Services-Central Florida, LLC, 135 W. Central Boulevard, Suite 320, Orlando, Florida 32801 ("District Manager's Office").

The Board shall select and rank the Applicants using the requirements set forth in the CCNA and the evaluation criteria on file with the District Manager, and the highest ranked Applicant will be requested to enter into contract negotiations. If an agreement cannot be reached between the District and the highest ranked Applicant, negotiations will cease and begin with the next highest ranked Applicant, and if these negotiations are unsuccessful, will continue to the third highest ranked Applicant.

The District reserves the right to reject any and all Qualification Statements. Additionally, there is no express or implied obligation for the District to reimburse Applicants for any expenses associated with the preparation and submittal of the Qualification Statements in response to this request.

Any protest regarding the terms of this Notice, or the evaluation criteria on file with the District Manager, must be filed in writing, within seventy-two (72) hours (excluding weekends) after the publication of this Notice. The formal protest setting forth with particularity the facts and law upon which the protest is based shall be filed within seven (7) calendar days after the initial notice of protest was filed. Failure to timely file a notice of protest or failure to timely file a formal written protest shall constitute a waiver of any right to object or protest with respect to aforesaid Notice or evaluation criteria provisions. Any person who files a notice of protest shall provide to the District, simultaneous with the filing of the notice, a protest bond with a responsible surety to be approved by the District and in the amount of Ten Thousand Dollars (\$10,000.00). Additional information and requirements regarding protests are set forth in the District's Rules of Procedure, which are available from the District Manager.

**SHINGLE CREEK  
COMMUNITY DEVELOPMENT DISTRICT**

**DISTRICT ENGINEER PROPOSALS**

**COMPETITIVE SELECTION CRITERIA**

- 1) Ability and Adequacy of Professional Personnel** (Weight: 25 Points)

Consider the capabilities and experience of key personnel within the firm including certification, training, and education; affiliations and memberships with professional organizations; etc.
- 2) Consultant's Past Performance** (Weight: 25 Points)

Past performance for other Community Development Districts in other contracts; amount of experience on similar projects; character, integrity, reputation, of respondent; etc.
- 3) Geographic Location** (Weight: 20 Points)

Consider the geographic location of the firm's headquarters, offices and personnel in relation to the project.
- 4) Willingness to Meet Time and Budget Requirements** (Weight: 15 Points)

Consider the consultant's ability and desire to meet time and budget requirements including rates, staffing levels and past performance on previous projects; etc.
- 5) Certified Minority Business Enterprise** (Weight: 5 Points)

Consider whether the firm is a Certified Minority Business Enterprise. Award either all eligible points or none.
- 6) Recent, Current and Projected Workloads** (Weight: 5 Points)

Consider the recent, current and projected workloads of the firm.
- 7) Volume of Work Previously Awarded to Consultant by District** (Weight: 5 Points)

Consider the desire to diversify the firms that receive work from the District; etc.

## SECTION IV



**SHINGLE CREEK COMMUNITY DEVELOPMENT DISTRICT  
SPECIAL ASSESSMENT BONDS, SERIES 2019  
(2019 ASSESSMENT AREA)**

(Acquisition and Construction)

The undersigned, a Responsible Officer of the Shingle Creek Community Development District (the "District") hereby submits the following requisition for disbursement under and pursuant to the terms of the Master Trust Indenture between the District and Regions Bank, as trustee (the "Trustee"), dated as of May 1, 2015, as supplemented by that certain Second Supplemental Trust Indenture dated as of February 1, 2019 (collectively, the "Indenture") (all capitalized terms used herein shall have the meaning ascribed to such term in the Indenture):

(A) Requisition Number: 1

(B) Identify Acquisition Agreement, if applicable:

Acquisition Agreement approved the 25<sup>th</sup> day of February 2019.

(C) Name of Payee pursuant to Acquisition Agreement:

LEN OT HOLDINS, LLC

(D) Amount Payable: \$7,178,785.01

(E) Purpose for which paid or incurred (refer also to specific contract if amount is due and payable pursuant to a contract involving progress payments):

Acquisition of infrastructure previously constructed under the following contracts

Contract No:	Vendor
2757329,30022065	Askey Huey Inc
33769065,34655973,35244194	Assured Excavating, Inc
32742323, 34134992-	Blayde Development, Inc
29674915, 30507429, 31075978	Blue Ox Enterprises
31443423,34002564	
29877373	Hanson Walter & Associates, Inc.
29268108, 31505584, 31505587	JR Davis Construction Company
34188017, 34463435	
20883546, 26997469	KPM Franklin

Payment of impact fees the following agencies:

Entity

Kissimmee Utility Authority  
Osceola County  
Toho Water Authority

(F) Fund or Account and subaccount, if any, from which disbursement to be made:  
*Series 2019 Acquisition and Construction Account of the Acquisition and Construction Fund.*

The undersigned hereby certifies that:

1. obligations in the stated amount set forth above have been incurred by the District;
2. each disbursement set forth above is a proper charge against the Series 2019 Acquisition and Construction Account;
3. each disbursement set forth above was incurred in connection with the acquisition and/or construction of the 2019 Project; and
4. each disbursement represents a Cost of the 2019 Project which has not previously been paid.

The undersigned hereby further certifies that there has not been filed with or served upon the District notice of any lien, right to lien, or attachment upon, or claim affecting the right to receive payment of, any of the moneys payable to the Payee set forth above, which has not been released or will not be released simultaneously with the payment hereof.

The undersigned hereby further certifies that such requisition contains no item representing payment on account of any retained percentage which the District is at the date of such certificate entitled to retain.

Originals or copies of the invoice(s) from the vendor of the property acquired or the services rendered with respect to which disbursement is hereby requested are on file with the District.

SHINGLE CREEK COMMUNITY  
DEVELOPMENT DISTRICT

By: \_\_\_\_\_

Responsible Officer

Date: \_\_\_\_\_

2-25-19

#### CONSULTING ENGINEER'S APPROVAL

The undersigned Consulting Engineer hereby certifies that this disbursement is for the Cost of the 2019 Project and is consistent with: (i) the Acquisition Agreement; and (ii) the report of the Consulting Engineer, as such report shall have been amended or modified.

\_\_\_\_\_  
Consulting Engineer

**LENNAR**

**Community Development District (CDD)**



CONTRACT PAY APPLICATION / PAY ITEM	CONTRACT AMOUNT	CONTRACT PAID TO DATE	REMAINDER ON CONTRACT	% REIMBURSE	TOTAL CONTRACT ELEGIBLE	REIMBURSEMENT PAID TO DATE	2019 Project - Reimbursement #1	REIMBURSEMENT AMOUNT LEFT
	\$ 59,032,397.03	\$ 39,535,425.98	\$ 19,496,971.05	73.85%	\$ 43,594,921.37	\$ 22,985,519.49	\$ 7,178,785.01	\$ 13,430,616.88
ACCESS CONTROL TECHNOLOGIES (5242826)	\$ 308,395.40	\$ 18,638.10	\$ 319,777.30		\$ -	\$ -	\$ -	\$ -
ANDREYEV ENGINEERING, INC. (7023053)	\$ 64,604.25	\$ 9,325.00	\$ 55,279.25		\$ 47,699.25	\$ 9,325.00	\$ -	\$ 38,374.25
ASKEY HUGHES, INC. (5585870)	\$ 740,246.50	\$ 693,313.00	\$ 46,933.50		\$ 694,182.50	\$ 574,485.00	\$ 75,187.50	\$ 44,550.00
ASSURED EXCAVATING, INC. (8268280)	\$ 3,073,319.95	\$ 2,256,832.09	\$ 816,487.86	57.93%	\$ 1,780,303.22	\$ -	\$ 1,291,297.30	\$ 489,005.91
BIG-TECH CONSULTING, INC.	\$ 1,160.00	\$ -	\$ 1,160.00	0.00%	\$ -	\$ -	\$ -	\$ -
BLAYDE DEVELOPMENT, INC.	\$ 1,190,703.11	\$ 978,322.97	\$ 212,380.14	78.98%	\$ 940,450.00	\$ -	\$ 783,185.72	\$ 157,264.28
BLUE OX ENTERPRISES Wall Berm	\$ 14,256,907.06	\$ 13,920,620.64	\$ 336,286.43	62.91%	\$ 8,968,728.16	\$ 8,857,676.99	\$ 2,891.76	\$ 108,159.41
BONNETT DESIGN GROUP, LLC	\$ 16,150.50	\$ 16,150.50	\$ -	100.00%	\$ 16,150.50	\$ 16,150.50	\$ -	\$ -
	\$ 288,000.00	\$ 78,250.00	\$ 159,750.00	32.88%	\$ 78,250.00	\$ 78,250.00	\$ -	\$ -
THE BRIAR TEAM, LLC	\$ 366,242.75	\$ -	\$ 366,242.75	100.00%	\$ -	\$ -	\$ -	\$ 366,242.75
CAMIN ASSOCIATES, INC.	\$ 94,325.00	\$ -	\$ 94,325.00	0.00%	\$ -	\$ -	\$ -	\$ -
CREATIVE MAILBOX DESIGNS	\$ 9,510.50	\$ 9,510.50	\$ -	0.00%	\$ -	\$ -	\$ -	\$ -
FADEN BUILDERS, INC.	\$ 620,657.15	\$ 620,657.15	\$ -	100.00%	\$ 620,657.15	\$ 620,657.15	\$ -	\$ -
FAULKNER ENGINEERING SERVICES, INC.	\$ -	\$ -	\$ 6,922.00	0.00%	\$ -	\$ -	\$ -	\$ -
FLORIDA WALL CONCEPTS, INC.	\$ 675,092.21	\$ 414,484.56	\$ 260,607.65	61.40%	\$ 414,484.56	\$ 414,484.56	\$ -	\$ -
FRANK POLLY SOD, INC.	\$ 585,640.45	\$ 111,324.55	\$ 474,315.90	20.55%	\$ 120,324.55	\$ 93,622.09	\$ -	\$ 26,702.46
GILES-MCIVOR COMPANY	\$ 1,448,933.84	\$ -	\$ 1,448,933.84	0.00%	\$ -	\$ -	\$ -	\$ -
HANSON WALTER & ASSOCIATES, INC.	\$ 358,490.00	\$ 346,040.00	\$ 12,450.00	87.03%	\$ 312,008.00	\$ 274,088.00	\$ 30,260.00	\$ 7,670.00
HENDERSON IRRIGATION	\$ 44,779.02	\$ 7,150.00	\$ 37,629.02	0.00%	\$ -	\$ -	\$ -	\$ -
JIBB ENTERPRISES, INC.	\$ 535,289.80	\$ 469,321.23	\$ 65,968.57	17.32%	\$ 92,705.00	\$ 92,705.00	\$ -	\$ -
JIMHC, INC.	\$ 1,861,789.35	\$ 1,836,120.75	\$ 25,668.60	79.89%	\$ 1,487,328.15	\$ 1,487,328.15	\$ -	\$ -
JR DAVIS CONSTRUCTION COMPANY	\$ 12,218,018.40	\$ 10,819,468.12	\$ 596,913.50	84.18%	\$ 10,285,661.60	\$ 6,074,374.60	\$ 3,064,096.15	\$ 1,147,190.85
KPM FRANKLIN	\$ 1,382,005.00	\$ 962,339.73	\$ 419,665.27	47.50%	\$ 656,470.00	\$ 335,600.75	\$ 263,618.98	\$ 57,250.27

**Community Development District (CDD)**



CONTRACT PAY APPLICATION / PAY ITEM	CONTRACT AMOUNT	CONTRACT PAID TO DATE	REMAINDER ON CONTRACT	% REIMBURSE	TOTAL CONTRACT ELEGIBLE	REIMBURSEMENT PAID TO DATE	2019 Project Reimbursement #1	REIMBURSEMENT AMOUNT LEFT
KJA UTILITIES	\$ 1,011,211.17	\$ 1,011,880.91	\$ (669.74)	100.00%	\$ 1,011,211.17	\$ 551,753.91	\$ 194,138.61	\$ 265,308.65
MICHAEL REDD & ASSOCIATES, PA	\$ 214,810.00	\$ -	\$ 214,810.00	0.00%	\$ -	\$ -	\$ -	\$ -
MODICA & ASSOCIATES, INC.	\$ 109,937.62	\$ -	\$ 109,937.62	100.00%	\$ 109,937.62	\$ -	\$ -	\$ 109,937.62
ONSIGHT, INC.	\$ 87,858.81	\$ -	\$ 87,858.81	0.00%	\$ -	\$ -	\$ -	\$ -
OSCEOLA UTILITIES	\$ 584,051.10	\$ 584,051.10	\$ -	100.00%	\$ 584,051.10	\$ 437,415.93	\$ 146,635.17	\$ -
OVIDA CONSTRUCTION GROUP	\$ 441,510.00	\$ 441,510.00	\$ -	39.15%	\$ 172,844.37	\$ 172,844.37	\$ -	\$ -
PAVERSCAPE, INC.	\$ 144,630.00	\$ -	\$ 144,630.00	0.00%	\$ -	\$ -	\$ -	\$ -
SEMINOLE MASONRY, LLC	\$ 214,844.00	\$ -	\$ 214,844.00	0.00%	\$ -	\$ -	\$ -	\$ -
SOUTHERN LANDSCAPING & IRRIGATION	\$ 1,493,853.72	\$ 582,772.15	\$ 911,081.57	47.05%	\$ 702,888.80	\$ 435,402.36	\$ -	\$ 267,486.44
SFWMID UTILITIES	\$ 250.00	\$ 250.00	\$ -	100.00%	\$ 250.00	\$ 250.00	\$ -	\$ -
THE FISHEL COMPANY	\$ 351,364.06	\$ 246,953.64	\$ 104,410.42	25.84%	\$ 90,779.37	\$ 90,779.37	\$ -	\$ -
TOHO WATER AUTHORITY UTILITIES	\$ 12,043,072.69	\$ 2,391,324.63	\$ 9,651,748.06	100.84%	\$ 12,144,680.74	\$ 1,779,162.75	\$ 1,325,891.81	\$ 9,039,606.18
TRAFFIC CONTROL DEVICES, INC.	\$ 999,777.80	\$ 101,841.65	\$ 897,936.15	88.60%	\$ 885,799.80	\$ -	\$ -	\$ 885,799.80
TRAFFIC & MOBILITY CONSULTANTS LLC	\$ 116,250.00	\$ -	\$ 116,250.00	96.56%	\$ 112,250.00	\$ -	\$ -	\$ 112,250.00
TRAFFIC PLANNING & DESIGN, INC.	\$ 5,500.00	\$ -	\$ 5,500.00	0.00%	\$ -	\$ -	\$ -	\$ -
UNIVERSAL ENGINEERING SCIENCE	\$ 472,199.80	\$ 75,099.00	\$ 396,713.80	77.66%	\$ 386,719.00	\$ 57,289.00	\$ 1,612.00	\$ 307,618.00
WAL-ROSE, INC.	\$ 548,044.52	\$ 548,044.52	\$ -	100.00%	\$ 548,044.52	\$ 548,044.52	\$ -	\$ -
WAYNE AUTOMATIC FIRE SPRINKLERS, INC.	\$ 82,400.00	\$ -	\$ 82,400.00	0.00%	\$ -	\$ -	\$ -	\$ -

# SECTION V

# SECTION C

# SECTION 1

# Shingle Creek Community Development District

## Summary of Checks

February 14, 2019 to February 25, 2019

Bank	Date	Check #	Amount
General Fund	2/14/19	285	\$ 3,895.41
	2/17/19	286	\$ 75,766.07
	2/19/19	287	\$ 11,778.58
			<hr/>
			\$ 91,440.06
			<hr/>
			\$ 91,440.06



CHECK DATE	VEND#	DATE	INVOICE	EXPENSED TO	YRMO	DPT	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	***CHECK*** AMOUNT	#
2/14/19	00013	1/31/19	39610380	201901 310-51300-48000							*	3,691.66		
		1/31/19	39610380	201901 310-51300-48000						NOT.OF LEVY ASSESSMENTS	*	203.75		
										NOT.OF MEETING 01/22/19				
ORLANDO SENTINEL														
2/17/19	00012	2/17/19	021172019	201902 300-20700-10000							*	75,766.07	3,895.41	000285
										FY19 DEBT SERV SER2015				
SHINGLE CREEK CDD C/O REGIONS BANK														
2/19/19	00023	2/10/19	27810	201902 320-53800-46200							*	6,116.00	75,766.07	000286
										MTHLY-MNT-FEB19-PHASE I				
		2/10/19	27810	201902 320-53800-46200							*	1,423.00		
										MTHLY-MNT-FEB19-PHASE II				
		2/10/19	27810	201902 320-53800-46200							*	350.00		
										MTHLY-MNT-FEB19-AREA I				
		2/10/19	27810	201902 320-53800-46200							*	1,150.00		
										MTHLY-MNT-FEB19-ADD-PH2P2				
		2/10/19	27810	201902 320-53800-46200							*	2,739.58		
										MTHLY-MNT-FEB19-ADD-PH 3				
DOWN TO EARTH LAWNCARE II, INC														
												11,778.58	000287	

TOTAL FOR BANK A 91,440.06  
 TOTAL FOR REGISTER 91,440.06

SHIN SHINGLE CREEK TVISCARRA