MEETING SUMMARY

PROJECT: **Harbor Bay Community Development District Phase I, II and III Design Build RFP Pre-Proposal Meeting Minutes**

DATE: **December 14, 2018**

LOCATION: **Mira Bay Clubhouse – 107 Manns Harbor Drive, Apollo Beach FL 33654**

SUBJECTS: **Non Mandatory Pre-Proposal Meeting**

Attendees:

See Attached Sign-in Sheet

The following represents our understanding of the meeting and task assignments. Should anyone's recollection differ, please advise immediately.

1. Cardno gave an overview of the administrative portion of the RFP as follows:

   a) Bids shall be prepared for each individual section, defined as Section I, Section II, and Section III in the RFP documents. If a contractor would like to provide a memo stating that if they are selected for all sections I, II and III or sections II, and III the cost savings to the Harbor Bay Community Development District would be defined in the memo.

   b) It will be the Design-Builder's responsibility to meet the minimum criteria and develop sketches illustrating the proposed repair, including materials used and sketches along with rationale stating that the design meets the requirements outlined in the RFP documents.

   c) Section lengths provided below are approximate and for bidding purposes only.

      Section I : 13,142± ft
      Section II: 13,550± ft
      Section III: 5,130± ft

   d) The successful proposer will be required upon award to furnish a payment and performance bond for one hundred percent (100%) of the value of the contract (as described in the Project Manual), with a surety acceptable to the District, and in accordance with Section 255.05, Florida Statutes.

e) The bid documents located on the Harbor Bay Website are not complete. A complete set of bid documents can be requested via email to greg.woodcock@cardno.com and christopher.gamache@cardno.com

f) The Design-Builder is responsible for all material testing, acceptance, and reporting. Material certifications shall be submitted to the District Engineer for documentation. Times and dates of all field testing shall be provided in advance to the District Engineer. The results of all testing shall be submitted to the District Engineer for review and documentation.

2. Chris Gamache gave the following Seawall Design and Construction Overview:

a) The seawalls designated for repair throughout the project are approximately 15 years old.
b) The primary construction type is a vinyl sheet pile wall with a concrete cap and galvanized steel tiebacks to concrete dead men. Some wall sections have a whaler a few feet below the existing cap, but most section do not. The restrictor walls are of the same construction as the typical wall, but the cap is lower. The pond walls in Section I also vary and were originally constructed as a concrete cantilever wall.
c) They are slated for replacement due their poor performance and low existing factors of safety. The primary problem that is occurring at the site is due to toe kick out of the vinyl sheets. This causes settlement and voids in the soil behind the existing wall as well as rotation in the concrete cap and significant flexure in the vinyl sheets.
d) The dead men have shown little movement in general except for an isolated location is Section III where a dead man failure has occurred.
e) For the restrictor walls, where the cap and tiebacks are lower in elevation, we've seen significant section loss of the galvanized steel tiebacks. The restrictor wall adjacent to Sea Trout Place had a complete failure of several tiebacks and supplemental dead men and tiebacks were added.
f) The pond walls are showing significant rotation toward the canal. The pond wall at Sea Turtle Place has received a repair with new steel sheet pile driven in front of the existing wall, however they are exhibiting corrosion. We would like this issue addressed as part of this RFP.
g) The project site is divided into 3 sections.
    a. Section I lots are almost all developed
    b. Section II lots are approximately haft developed
    c. Section III lots are all undeveloped
h) Undeveloped lots must be designed to accommodate future development. The future development will be similar to the existing construction of developed lots. Additional details can be found in the MARC guidelines (Tab 15) of the reference documents.
i) Issues of particular attention.
    a. Developed lots have an upland modular block that were constructed about 5 ft from the seawall. This leaves very limited space for work.
    b. Most developed lots also have docks with boat lifts. Any modifications to these structures or their utilities necessary to complete a seawall repair is considered part of this scope of work. In the end, any changes or modifications will be required to be restored to preconstruction conditions.

c. Boat traffic must be maintained in the canal. It is acceptable to pause traffic during specific construction activities, but otherwise there need to be accommodations for boat traffic to pass by the work site.
d. The restrictor walls have limited clearance between them. The best reference to review available clearances is the hydrographic survey (Tab 13) in the reference documents.

j) Lastly, although we aren't specifically excluding a solution that involves riprap placed in the canal in front of the wall, the Port Tampa Bay permit extension (Tab 9) does not cover this option. If this option is pursued as a solution, additional permitting will be necessary and it should be covered within the proposal.

3. Greg Woodcock provided the following additional notable provisions.

a) Currently the project is permitted for a new seawall within 18" of the existing seawall Through the Tampa Port Authority. If an additional permit or a permit modification is required the contractor is to outline this in the RFP and the cost for permitting is to be included with the RFP.
b) To schedule a site review please send an email to greg.woodcock@cardno.com, chris.gamache@cardno.com, and clubdirector@mirabayclub.com and request a date and time of your on-site review. Contractors are to check in with the club director (Elliot Mosley) at 107 Manns Harbor Drive, Apollo Beach FL. prior to being onsite and check in prior to leaving the site.
c) The contractor is to pick up all trash and maintain a clean site.
d) The contractor is responsible for securing all equipment and or materials onsite. Loss or damage to materials or equipment is not the responsibility of the District.
e) Contractor to coordinate with residence regarding disconnecting utilities to boat lifts.
f) Contractor to provide notices to the residence two weeks prior to construction at residence lot.

Summary of contractor questions and responses during meeting;

Contractor Question 1: What is the Harbor Bay Community Development District (Harbor Bay CDD) website?
Response: www.harborbaycdd.org

Contractor Question 2: Is all of the technical data on the Harbor Bay CDD website?
Response: No. Contractors can request a share file link to the RFP documents and technical data by sending an email to greg.woodcock@cardno.com and christopher.gamache@cardno.com

Contractor Question 3: Will there be an area provided for material storage and project?
Response: Yes. The Harbor Bay CDD will provide a lot for project material storage. The undeveloped land is owned by the Developer and the Harbor Bay CDD has entered into an agreement with the Developer to allow the contractor to utilize the vacant lot. The Contractor will be responsible for restoring the lot back to the original condition prior to final payment.

Contractor Question 4: How would the contractor get concrete to each site?
Response: The contractor can utilize easements or CDD owned park areas to get concrete to the sites. The contractor will be responsible for restoring such areas back to their original condition or better once work is completed.

Contractor Question 5: What is the requirement of the design build engineer?
Response: The engineer is required to be licensed in the State of Florida and provide references and related project information as outlined in the project documents. FDOT qualification is not required for this project.

Contractor Question 6: Are all walls proposed to be new walls?
Response: Not necessarily. The Harbor Bay Community Development District is looking for innovative, cost effective solutions that meet the project requirements.

Contractor Question 7: The contractor is to allow for vessels to pass during construction. What are the lengths of the boats allowed within the canals?
Response: Cardno will provide the boating and waterways information as Tab 17 – District Waterways and Boating Facilities to the file share site under the folder Phase I, II and III Reference Documents.

Contractor Question 8: Does the existing cap have to be removed to allow for new cap?
Response: No, but on previous projects the contractor has had to chip away and remove minor portions of the existing cap where it exhibited excessive rotation.

Contractor Question 9: What is the maximum elevation of the proposed seawall cap?
Response: The existing top of wall is at elevation 6.0±. The previous wall repairs set the new top of wall at elevation 6.5±. A defined maximum has not been set, but it must allow residents to access their docks.

Contractor Question 10 (a): Is the district going to require upland monitoring during construction?
Response: No. Based on the RFP documents this is not a requirement.

Contractor Question 10 (b): If a property owner claims damages are due to the seawall construction, who is responsible?
Response: Refer to the General Conditions, Section 7.19(B) on page 38 of 66, which reads as follows.

To the fullest extent permitted by Laws and Regulations, and without waiving any protections or immunities provided to Owner under Florida law, Owner shall indemnify and hold harmless Design-Builder, Project Design Professional, Subcontractors and Suppliers, and their respective successors, assigns, members, parents, partners, subsidiaries, affiliates, lenders, managers, officers, directors, supervisors, representatives, staff, consultants, agents, contractors, subcontractors, and employees of each and any of all the foregoing entities and individuals (together, “Design-Builder Indemnitees”) from all claims, damages, losses, and costs, including, but not limited to, reasonable attorney’s fees and costs and all fees and costs of mediation or alternative dispute resolution for any and all Upland Claims. “Upland Claims” as used in this Contract shall mean any and all claims of property owners requesting the Owner to undertake repairs to their property on account of damages believed by such property owner to be a result of the compromised seawall located along the Mira Bay canal system within the Site including, but not limited to, requests made by any and all property owners to Owner pursuant to any one or more of the following: (i) Harbor Bay

Community Development District Property Damage Repair Request Form, (ii) Harbor Bay Community Development District Procedure for Processing Property Damage Repair Requests, or (iii) Construction Guidelines for Upland Repairs; excluding, however, claims of such property owners directly caused in part or in whole, by the negligence, recklessness, or intentionally wrongful misconduct of the Design-Builder, Project Design Professional, Subcontractors and Suppliers, or any individual or entity directly or indirectly employed or used by any of them to perform any of the Work.

Contractor Question 11: How much money does the CDD currently have available to fund the project?
Response: The CDD has approximately $3 million immediately available for seawall related work and, if necessary and approved by the CDD Board, can also bond finance up to approximately $18.2 million dollars in additional seawall work.

Contractor Question 12: Does the contractor have to provide a schedule of values with the proposal?
Response: As outlined in the RFP documents (example provided in the RFP documents) the contractor is to provide a schedule of values with the RFP submittal.

Contractor Question 13: How does future dredging and the existing mudline settlement impact the contractors proposed solution?
Response: The Design Build teams are to provide solutions based on the existing conditions of the canals with engineering judgement on future settlement based on existing slopes and the presence of mangroves, which act as slope stabilization. The average mudline varies and has settled from the original 2:1 slope with an exposed wall height of 5 ft. The average exposed height of the wall in its current conditions is approximately 6.3 ft. Previous repairs have utilized a design an average exposed height of 7 ft with additional checks for isolated conditions. Future dredging is unknown, however it can be assumed that a future dredging project would also include provisions for slope stabilization.

Cardno
Shaping the Future

Harbor Bay CDD - Phase I, Phase II Phase III
Seawall Design Build Project
Pre-Proposal Meeting - December 14, 2018, 10:00am.

Sign In Sheet

Initials	Name	Company	Phone	Email
	Chris Gamache	Cardno	727-431-1615	christopher.gamache@cardno.com
	Greg Woodcock	Cardno	352-754-1240	Greg.Woodcock@cardno.com
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	AJ GROSS	GLF CONSTRUCTION	(813) 743-8495	AGROSS@GLFUSA.com
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