

CREEKVIEW

COMMUNITY DEVELOPMENT

DISTRICT

January 3, 2022

BOARD OF SUPERVISORS

SPECIAL MEETING

AGENDA

Creekview Community Development District
OFFICE OF THE DISTRICT MANAGER
2300 Glades Road, Suite 410W•Boca Raton, Florida 33431
Phone: (561) 571-0010•Toll-free: (877) 276-0889•Fax: (561) 571-0013

December 27, 2021

Board of Supervisors
Creekview Community Development District

Dear Board Members:

The Board of Supervisors of the Creekview Community Development District will hold a Special Meeting on January 3, 2022, at 9:30 A.M., at the offices of Carlton Construction, Inc., 4615 U.S. Highway 17, Suite 1, Fleming Island, Florida 32003. The agenda is as follows:

1. Call to Order/Roll Call
2. Public Comments
3. Acceptance of Resignation(s) from Supervisor(s)
4. Consider Appointment of Supervisor(s) to Vacant Seat(s)
5. Administration of Oath of Office to Newly Appointed Supervisors *(the following will be provided in a separate package)*
 - A. Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employees
 - B. Membership, Obligations and Responsibilities
 - C. Financial Disclosure Forms
 - I. Form 1: Statement of Financial Interests
 - II. Form 1X: Amendment to Form 1, Statement of Financial Interests
 - III. Form 1F: Final Statement of Financial Interests
 - D. Form 8B: Memorandum of Voting Conflict
6. Consideration of Resolution 2022-10, Designating Certain Officers of the District, and Providing for an Effective Date
7. Authorization of Issuance of Request for Qualifications for Construction Manager at Risk Services for District Capital Improvement Plan

ATTENDEES:

Please identify yourself each time you speak to facilitate accurate transcription of meeting minutes.

8. NEXT MEETING DATE: January 25, 2022 at 9:30 A.M.

○ QUORUM CHECK

SEAT 1		<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> No
SEAT 2		<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> No
SEAT 3	Blake Weatherly	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> No
SEAT 4	Gregg Kern	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> No
SEAT 5	Liam O'Reilly	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> No

If you should have any questions or concerns, please do not hesitate to contact me directly at (561) 719-8675 or Kristen Suit at (410) 207-1802.

Sincerely,



Craig Wrathell
District Manager

FOR BOARD MEMBERS AND STAFF TO ATTEND BY TELEPHONE

CALL-IN NUMBER: 1-888-354-0094

PARTICIPANT PASSCODE: 413 553 5047

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RESOLUTION 2022-10

A RESOLUTION OF THE CREEKVIEW COMMUNITY DEVELOPMENT DISTRICT, DESIGNATING CERTAIN OFFICERS OF THE DISTRICT, AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Creekview Community Development District (“District”) is a local unit of special-purpose government created and existing pursuant to Chapter 190, *Florida Statutes*, being situated in the Clay County, Florida; and

WHEREAS, the Board of Supervisors of the District desires to designate the below-recited persons to the offices specified.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE CREEKVIEW COMMUNITY DEVELOPMENT DISTRICT:

1. The District officers are as follows:

_____ is appointed Chair

_____ is appointed Vice Chair

 Craig Wrathell is appointed Secretary

_____ is appointed Assistant Secretary

_____ is appointed Assistant Secretary

_____ is appointed Assistant Secretary

 Kristen Suit is appointed Assistant Secretary

2. This Resolution supersedes any prior appointments made by the Board for Chair, Vice Chair, Secretary and Assistant Secretaries; however, prior appointments by the Board for Treasurer and Assistant Treasurer(s) remain unaffected by this Resolution.
3. This Resolution shall become effective immediately upon its adoption.

Adopted this 3rd day of January, 2022.

ATTEST:

**CREEKVIEW COMMUNITY DEVELOPMENT
DISTRICT**

Secretary/Assistant Secretary

Chair/Vice Chair, Board of Supervisors

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CREEKVIEW COMMUNITY DEVELOPMENT DISTRICT
REQUEST FOR QUALIFICATIONS FOR CONSTRUCTION MANAGER AT RISK SERVICES FOR DISTRICT
CAPITAL IMPROVEMENT PLAN
Clay County, Florida

The Creekview Community Development District (“**District**”) is soliciting qualifications from companies (“**Respondent(s)**” or “**Proposer(s)**”) interested in providing Construction Manager at Risk Services for the construction of various components of the District’s Capital Improvement Plan, which may include, but not be limited to stormwater management systems, roadway improvements, waste water, sewer and reuse systems, amenities, entry features, landscape and irrigation improvements and other public facilities (together, the “**Project**”). Portions of the Project may be phased with a separate guaranteed maximum price (“**GMP**”) for each portion of the Project but also may be one GMP for the whole Project. The GMP will be negotiated between the parties at a later date. The selected Construction Management firm (“**CMAR**”) will provide support to the District related to design and preconstruction services and function as the General Contractor responsible for competitively bidding trade contracts, all scheduling and coordination of the Project, and the successful, timely, and economical completion of the Project, as more particularly described in the Request for Qualifications Package (“**RFQ**”). To be eligible to submit qualification documents (“**Response**” or “**Proposal**”), and in addition to any other requirements set forth in the RFQ, an interested firm must: (i) hold all required local, state and federal licenses in good standing, including certification or registration under Florida Statutes, Chapter 489 as a general contractor and, as may be applicable, underground contractor; (ii) be authorized to do business in Clay County and the State of Florida; (iii) have adequate and available resources (including bonding capacity) to enter into a CMAR contract with a GMP in the range of \$10,000,000 to \$20,000,000 as evidenced by a letter of surety; and (iv) attend a mandatory Pre-Proposal Conference. Additionally, Respondents should have already provided and successfully completed two collaborative delivery (design build, CMAR, progressive design build) projects of similar size, use and complexity within the past ten years as of the due date; provided, however, this criteria will be a factor in considering an award but will not prohibit a Respondent from submitting a Response.

The RFQ will be available for downloading beginning on January 6, 2022 at 9:00 a.m. (EST). Please contact Clint Blalock, at blalockc@etminc.com for access instructions. Respondents must provide contact information in order to download the RFQ. The District reserves the right in its sole discretion to make changes to the RFQ up until the time of the opening, and to provide notice of such changes only to those Respondents who have downloaded an RFQ. There will be a mandatory pre-proposal meeting associated with this RFQ. All interested companies must attend the pre-proposal meeting. The meeting will be held in person or telephonically. Those planning to attend by teleconference shall follow the instructions in the RFQ. The Pre-Proposal Conference will be held on January 11, 2022 at 9:30 a.m. at England Thims & Miller, 14775 Old St. Augustine Road, Jacksonville, FL 32258 or by Teams Meeting, which link will be provided to those companies that downloaded an RFQ package.

Each firm desiring to submit a response to the RFQ must submit an electronic copy of the firm's Response on a flash drive, and in a PDF format, along with one original, no later than **Monday, January 24, 2022 at 12:00 pm** at the following address: 14775 Old St. Augustine Road, Jacksonville, FL 32258 ("**Submission Location**"). A District representative will conduct a special public meeting at 12:00 p.m. on January 24, 2022 at the Submission Location to open the Responses and read the names of the Respondents. No official action will be taken at the meeting. The meeting is open to the public and will be conducted in accordance with the provisions of Florida law including but not limited to Chapter 190, *Florida Statutes*. The meeting may be continued in progress without additional notice to a time, date, and location stated on the record. Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting is asked to advise the District Manager at least forty-eight (48) hours before the meeting by contacting the District Manager's Office at [1 \(877\) 276-0889](tel:18772760889). If you are hearing or speech impaired, please contact the Florida Relay Service at 1 (800) 955-8770, who can aid you in contacting the District Manager.

Responses will be evaluated in accordance with the evaluation methodology included in the RFQ and is a qualification-based selection as presented in the RFQ. The District reserves the right to reject any and all responses, make modifications to the work, award the contract in whole or in part with or without cause, provide for the delivery of the Project in phases, through alternative procurement methods, and waive minor or technical irregularities in any proposal, as it deems appropriate, if it determines in its discretion that it is in the District's best interests to do so.

Any protest of the RFQ must be filed with the District Manager, Wrathell, Hunt & Associates, LLC, at the following location: 2300 Glades Road, Suite 410W, Boca Raton, Florida 33431 ("**District Manager's Office**") within 72 hours of download of the RFQ, together with a protest bond in a form acceptable to the District and in the amount of Seventy-Five Thousand Dollars (\$75,000.00). In the event the protest is successful, the protest bond shall be refunded to the protestor. In the event the protest is unsuccessful, the protest bond shall be applied towards the District's costs, expenses and attorney's fees associated with hearing and defending the protest. Failure to timely file a protest will result in a waiver of proceedings under Chapter 190, *Florida Statutes*, and other law. Additional requirements for filing a protest can be found in the District's *Rules of Procedure*, which are available upon request.

The successful respondent will be required upon the successful negotiation of a contract to furnish a payment and performance bond as described in the contract documents and with a surety acceptable to the District, in accordance with Section 255.05, *Florida Statutes*.

Any and all questions relative to this RFQ or the Project shall be directed in writing by e-mail only to Clint Blalock at blalockc@etminc.com, with e-mail copies to Jennifer Kilinski at jennifer@kelawgroup.com. No phone inquiries please.

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CREEKVIEW COMMUNITY DEVELOPMENT DISTRICT

BOARD OF SUPERVISORS FISCAL YEAR 2021/2022 MEETING SCHEDULE

LOCATION

Carlton Construction, Inc., 4615 U.S. Highway 17, Suite 1, Fleming Island, Florida 32003

DATE	POTENTIAL DISCUSSION/FOCUS	TIME
October 26, 2021	Regular Meeting	9:30 A.M.
November 30, 2021 CANCELED	Regular Meeting	9:30 A.M.
January 3, 2022	Special Meeting	9:30 A.M.
January 25, 2022	Regular Meeting	9:30 A.M.
February 22, 2022	Regular Meeting	9:30 A.M.
March 22, 2022	Regular Meeting	9:30 A.M.
April 26, 2022	Regular Meeting	9:30 A.M..
May 24, 2022	Regular Meeting	9:30 A.M.
June 28, 2022	Regular Meeting	9:30 A.M.
July 26, 2022	Regular Meeting	9:30 A.M.
August 23, 2022	Public Hearing & Regular Meeting	9:30 A.M..
September 27, 2022	Regular Meeting	9:30 A.M.