

January 27, 2022

Hello Neighbor,

I want to ask your household's commitment to support the (1) \$388,192 paving project which will require a (2) \$250 per home assessment. Both votes will require a 2/3s majority vote either in person or by proxy at our next HOA meeting scheduled for February 10th, 2022.

As you can see, our roads not only look terrible, **bringing down our home values significantly**, but structurally need our urgent attention as they are getting worse by the day. I also don't have to tell you that costs are going up, meaning the longer we wait the more expensive our roads are going to be to replace with no additional increase in value due to waiting.

Previous HOA board officers have done an amazing job preparing for financing this project by investing about \$1,750 per month into an account specifically assigned for road replacement and that fund has been accruing cash in the amount of \$223,998 at the beginning of Q1 2022.

Additional budget reserve accounts totaling \$108,195 can also be used for funding this project bringing us up to \$332,721. Additional documentation follows to help show this in more detail.

The remaining \$56,000 is the amount we will have to assess if we are to get this project done. This equates to a **\$250 per home assessment across our 224 residences**. To ease the burden on the homeowners, payments for this will be broken up in Q2 and Q3 invoicing periods.

What if paving and \$250 assessment pass?

New Roads starting in March!

- We see an immediate lift in home values (way more than \$250 of value, it's an asset!)
- Easier to sell your home (...at a better price, not that we want you to move LOL)
- Entire community just looks better because it's maintained and taken care of properly
- Roads will be contracted before the April price increase. We all know costs are on the rise.
- No terrible looking patches
- Safer! As we will have speed bumps to help manage speed throughout our community
- **Roads done right** with proper maintenance, including seal coating after year one and every five years after that, will last 20-30 years.

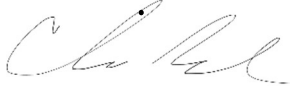
What if this vote fails?

This boils down to a "pay me now or pay me later" - if this vote fails, we will...

- See big, maybe massive, increases in costs to get this required project done.
- Wait 2 years and 10 months minimum to fully fund the project assuming costs only go up 10%. By that time, our roads will likely require even more extensive repair because of additional foundation degradation.
- Additional cost having to fill our potholes at a cost roughly \$1,000-\$3,000 per year; again adding no additional long term value and just making our roads look broken and old.
- We may be forced into getting our roads done where a loan could be obtained but require additional financial waste in terms of interest on the loan; essentially costing us all more money.

Although no one wants an assessment, I want to plea for your “yes” vote at the meeting on February 10th or via proxy to pass this paving project and the \$250 per household assessment by the necessary 2/3rds margin.

Sincerely,

A handwritten signature in black ink, appearing to read 'Chris Bernard', with a stylized flourish at the end.

Chris Bernard

President Creekside Preserve HOA

Resources Attached and At <http://creeksidepreservewebsite.com/paving>

- Homeowner Letter
- What is going on with our roads & what is mix and mill? See link: <http://creeksidepreservewebsite.com/asphalt-paving-project-2022/>
- Paving Financial Summary
- Bid Summary
- Proposal Forms for PLS (including core samples screenshots)
- End of Year 2021 financials (reserve accounts)

Paving Project Financial Status

Date 1/11/22

Project Est. Budget \$390k

Reserves are straight-line.

- **Recommend at a member meeting to Approve crossline utilization of reserve funds.**

Financial Review

Interest on reserves not allocated from prior year	\$10,106.00.
Current interest on reserves 11/30/21	\$ 668.62
Quarterly contributions (\$5179.75) to reserves thru 1st QTR 2022	\$ 5179.75
Paving reserves as of the 4th QTR 2021	\$208,043.97
Total funds available	\$223,997.84
Additional funding non-Statutory reserves thru 1 st QTR 2022 (QTRLY \$4949.25) Cross line borrowing	
\$74473.50	

Total with Non-statutory	\$298,471.34
Special Assessment	\$56,000.00
Cross line borrowing Stormwater	\$33,721.01
Project funding	\$388,192.35

Additional funding is shown with the approval of cross utilization and borrowing of funds from the non-Statutory reserves shown above \$74473.50 Storm water line as of the 4th QTR 2021 \$90,620.50 which has a long duration before the required replacement review in 2058. Recommend utilizing \$33,721.01 from this line. See project total

Additional funding can come from special assessment 224 units approximately \$250.00 each Totaling \$56,000.00. The money can be used first in the expense of the paving project, and this will leave funding in the seal coating of \$45,000.00 and a storm water line balance \$56,899.49 and accumulating for future use.

Project Budget

Paving Mix & Mill 1.5" Parking lot services	\$356,407.00
Alternate Speed bumps	\$ 2,800.00
Gate security Sensor	\$ 2,500.00
LPM 2022 allowance	\$ 3,000.00
Engineer Density testing allowance	\$ 5,000.00
Contingency 5%	\$ 18,485.35
Project total	\$ 388,192.35

Prepared by

Paul Colella CAM Project Manager

Bid Summary

	Contractors		
	SUPERIOR ASPHALT	ADVANCED ASPHALT OF SWFL	PARKING LOT SERVICES
Fixed Price Work			
MOBILIZATION	\$2,500.00	\$3,500.00	\$2,500.00
TRAFFIC CONTROL & R.O.W.	\$2,750.00	\$2,500.00	\$1,800.00
1.5" MIX & MILL- TOTAL COST	NO BID	\$457,595.00	\$348,519.00
PAVEMENT MARKINGS	\$4,500.00	\$7,585.00	\$3,588.00
TOTAL	\$9,750.00	\$471,180.00	\$356,407.00
ALTERNATIVE BID OPTIONS			
MILL & OVERLAY 1.5"- ALL AREAS	\$276,000.00	\$377,595.00	\$265,654.00
TOTAL COST OF (8)SPEED BUMPS W/ REFLECTIVE MARK	\$3,200.00	\$4,800.00	\$2,800.00
COST PER UNIT EACH	\$400.00	\$600.00	\$350.00
TOTAL	\$279,200.00	\$382,395.00	\$268,454.00
ADDITIONAL COSTS FOR CHANGE ORDER WORK			
PROJECT SUPERVISOR- HOURLY	\$75.00	\$125.00	\$68.50
SKILLED LABOR- HOURLY	\$30.00	\$75.00	\$46.40
UNSKILLED LABOR- HOURLY	\$22.00	\$55.00	\$38.00
MATERIAL & EQUIPMENT PLUS PERCENTAGE	10%	5%	15%

CREEKSIDE PRESERVE HOA

3606 91 ST Avenue E.

Parrish, FL. 34219

ASPHALT PAVING PROJECT

BID

2021

PROPOSAL FORMS
FOR
ASPHALT PAVING PROJECT

1. INVITATION TO BID ASPHALT PAVING (COVER LETTER)
2. INSTRUCTIONS TO BIDDERS, EXHIBIT "A"
3. BIDDER REFERENCES, EXHIBIT "B"
4. SPECIFICATIONS, EXHIBIT "C"
5. BID SHEET, EXHIBIT "D"
6. CONTRACT, EXHIBIT "E"
7. Site map
8. Engineers core sample map.
9. Engineers report for reference.

LIGHTHOUSE PROPERTY MANAGEMENT, INC.

460 N. Tamiami Trail
Osprey, Florida 34229
941-966-6844: Office 941-966-7158: Fax

DATE: December 9, 2021

To: **CONTRACTOR**

RE: Request for Proposal
Asphalt Paving restoration
Creekside Preserve Homeowners Association

FR: Paul Colella, Project Manager & CAM Lighthouse Property Management, Email:
Paulcolella@mgmt.tv

Dear Contractor / Vendor,

We are the management firm for Creekside Homeowners Association. We are seeking proposals for Asphalt paving. The project location is 3603 91st Avenue, Parrish, FL. 34219

Attached are the specifications that pertain to Creekside Preserve paving scope of work.

Bids will be accepted up until but no later than end of day, December 30, 2021, at 4:30pm

Please contact me directly if you have any questions.

Regards.

Paul Colella CAM, Project Administrator.
PH- 941-460-5560 x 411. Email Paulcolella@mgmt.tv

EXHIBIT "A":

INSTRUCTIONS TO BIDDERS

- Bids will be accepted by email up to and no later than December 30, 2021, at 4:30 pm
- Questions will be accepted up to and no later than December 17, 2021, at 4:30 pm
- Please provide all questions via email. Answers will be shared with all bidders.
- Early submission of bids will be accepted if contractors want to get ahead of the Holidays.

- **PROPOSALS:** Proposals will be received at the offices of Lighthouse Property Management. Bids are to include furnishing Permits, transportation, labor, materials, tools, supplies and the necessary machinery to perform all operations required to complete the work described herein and specified.

- **DELIVERY OF PROPOSALS:** All proposals, shall be delivered by email to Paulcolella@mgmt.tv , mail, or delivered in person, and shall be submitted and addressed to:

**BID FOR ASPHALT PAVING,
AT
CREEKSIDE PRESERVE
C/O Lighthouse Property Management Paul Colella 460 N. Tamiami Trail, Osprey, FL
34229**

- **PROPOSAL FORMS:** The bidder shall submit his proposal on the forms, or an exact copy of the forms furnished herewith. The blank spaces shall be filled in correctly for each item for which the bid is tendered. The bidder shall state the price, typewritten or written in blue ink, for which they propose to do for each item of work. Additionally, provide the cost on contractor's standard agreement or contract documents for review by the Board of Directors, this document will include any contract terms.

- **SIGNATURE ON PROPOSAL:** The bidder shall sign their proposal correctly. If the proposal is made by an individual, their name and post office address shall be shown. If made by a firm or partnership, the name and post office address of the firm or partnership shall be shown. If made by a corporation, the person signing the proposal shall show their title and the corporation business address.

- **FAMILIARITY WITH LAWS:** The bidder is assumed to be familiar with all federal, state and local laws, ordinances, rules and regulations that may in any manner affect the work being performed. The failure to familiarize themselves with applicable laws will in no way relieve him from responsibility.

- EXAMINATION OF SITE: The bidder is required, before submitting their proposal, to visit and enter the site between the hours of 8am and 4pm, Monday thru Friday and familiarize themselves with the nature and extent of work and any local conditions that may in any manner affect the work to be done and the equipment, materials and labor required.
- RIGHT TO REJECT PROPOSAL: The Association reserves the right to reject any and all proposals, with or without cause, and to waive technical errors and formalities, and accept the proposal which in its judgment, best serves the Association.
- AWARD OF CONTRACT: The award of the contract, if it is awarded, will be to the bidder whose qualifications indicate the award will be to the best interests of the Association.
- DEBRIS CLEANUP AND DAMAGES: Landscaped areas, Common Areas and roads will be policed for the removal of litter and fallen debris at the end of each day by the workman onsite. Damages caused by the Contractor will be charged against the Contractor separately if not corrected within a normal period, not to exceed one (1) month.
 - o When applicable: Special cleanups due to extraordinarily severe storms above level of 49 MPH (wind-speeds), are not included; however, these services will be available at the Association's request for extra charge based on time, materials and disposal fees.
- LANDSCAPE & IRRIGATION: Contractor Damage: Contractor shall repair or pay for the repair of any damages caused by Contractor's workmen, subcontractors, equipment, or neglect of Contractor provided; however, representative of Owner and administrative representative of Contractor have mutually inspected the damage to determine without doubt who actually caused such damage. Billing for repairs performed by others will be billed to the Contractor directly and will not be deducted from sums owed the Contractor.
- ACTS OF GOD: Work schedules may be interrupted by weather conditions to the point that scheduled activities, i.e., paving, sealing, painting, resurfacing etc., may be temporarily halted.
- LICENSES AND PERMITS: Contractor shall maintain and/or provide any Florida State and County license and or permits required to perform such work including all subcontractors your firm may hire and operate under your supervision.
 - A. Contractor shall maintain County Occupational license, when required.
 - B. All Contractors' vehicles shall be clearly marked with Contractor's name and not leak any automotive fluids, (Oil, transmission fluid...etc.) on common elements and grounds.
 - C. Contractor's employees are to be neat in appearance and be in uniform with Contractor's name readily identifiable.
 - D. All Contractor's employees are subject to the Association Rules and Regulations of the Association.
 - E. ***Contractor is to provide a minimum of one (1) on-site English-speaking supervisor to work with the assigned workmen each day that your firm is on-site for the purpose of maintaining the property under the***

agreement.

- F. The Supervisor and the crew are to only take general direction from the Property Manager, Project Manager and/or Director of the Board assigned to the project.
- G. No power equipment shall be used before 7:30am or after 5:00pm (Summer Hours- May1 thru Oct 31) and 8:00am or after 5:00pm. (Winter Hours), Monday through Friday. No power equipment shall be used before 8:00am or after 12:00am., on Saturdays unless prior approval is delivered by the Manager. (Power Equipment shall not be used at any time on Sunday unless it is an emergency or requested.)
- H. There shall be no work on Sunday unless it is requested and approved.

INSURANCE: During the performance of this scope of work, the Contractor, and each Subcontractor thereof, shall provide a copy of their current certificate of insurances and maintain general liability insurance, broad form contractual liability insurance and worker's compensation insurance to include areas of coverage listed below.

General Aggregate

Products/Completed Operations Aggregate

Personal & Advertising Injury

Owner's & Contractor's Protective each occurrence

Automobile Liability:

Bodily Injury Liability/Each Occurrence

Bodily Injury Liability/per person

Property Damage Liability/Each Occurrence

Worker's Compensation: Statutory Requirements

- **CONTINUOUS WORK:** Once the work has begun by the Contractor it must be continuous and uninterrupted. Should the work cease for a period of greater than two (2) weeks, excluding weather and holidays, the job may be declared abandoned by the Contractor, the decision is at the discretion of the Association, which if so, decided will void the agreement. Monies owed by the Association maybe negotiated and reduced accordingly.
- **ALTERNATIVES:** Bidder may NOT submit alternative schemes for consideration or any additions to the specified scope of work. (This is necessary to obtain similar bids during this process.)
- **PAYMENT FOR SERVICE:** Payments will be negotiated with the awarded contractor and will be typical as listed below.
 - o **Deposit:/Mobilization** A contract sum will be invoiced at the time of execution of the contract and receipt of the project start date, payment schedule and material submittals.
 - o **Materials payment:** Invoice upon delivery of materials on site.
 - o **Progress payment:** Invoice upon substantial completion.
 - o **Final Payment:** Upon completion of all contracted work.
 - o **Retainage:** 10% of the contract sum will be held as a final invoice until completion of a final punch list and acceptance by Creekside Preserve Board of Directors.

EXHIBIT "B"

BIDDER REFERENCES

ASPHALT PAVING
AT
CREEKSIDE PRESERVE HOMEOWNERS' ASSOCIATION

REFERENCES

OWNER OR PROJECT

LOCATION

CONTACT PHONE # OR E-MAIL

PLEASE SEE REFERENCE SHEETS		

EXHIBIT "C"

SPECIFICATION:

1. Attend Precon meeting to coordinate mobilization and staging areas.
2. Provide onsite portlet.
3. Provide production schedule to communicate with owner's street closures.
4. Review enclosed engineers report and core sample map.
5. Review project onsite to gather observations and field measurements, verify quantities.
6. All areas as selected by the contract will be either mill & overlay or mix and mill and pave.
7. All mix & mill areas to a base depth as determined by the core samples , a minimum of 5". All areas will be graded to existing elevations and compacted, all spoils to be removed and included in lump sum cost.
8. Apply Liquid Tack coat.
9. All asphalt will be type S3 or equal at 1.5" or as contracted.
10. All areas of asphalt will be machined steel, and rubber wheel rolled.
11. Silica sand where required to finished areas.
12. All water usage to be metered.
13. All local & state permits as required included in Lump sum.
14. Blueprint site drawings available in PDF upon request.
15. Contractor will make all efforts to preserve owners' lawn area with placement of equipment and materials.
16. Contractor will provide layout and all stencils for DOT Markings.

Permitting. Please verify with Manatee County Operations Curtis Vilt at Phone 941-708-4447, cell 941-465-0737, email Curtis.Vilt@dot.state.FL.US.

Any disruption or signage to be placed on entryway & US301 please contact Valerie Everts DOT at 941-708-4433 , email Valerie.everts@dot.state.FL.US

WARRANTEE / GUARANTEE

Provide all manufacturer's and contractor's warranties.

EXHIBIT "D"

BID SHEET: * CONTRACTORS TO VERIFY MEASUREMENTS AND QUANTITIES

	ASPHALT PAVING	
1	Mobilization	LUMP SUM \$ <u>2,500.00</u>
2	Traffic control, Front Entrance from entry gate out onto us 301 when working near the R.O.W	LUMP SUM \$ <u>1,800.00</u>
3	Asphalt MIX AND MILL all areas approx. 20,000 Sqyds. 1.5" asphalt paving.	SQYD MEASURED <u>25,965</u> Cost based on area measured. COST \$ <u>348,519.00</u>
4	Pavement markings Dot Spec Thermo-plastic to all stop lines and or crosswalks. Blue reflective markings for fire hydrants, and traffic directional safety bollards at front gate.	LUMP SUM \$ <u>3,588.00</u>
5	TOTAL COST LINES 1+2+3+4	TOTAL COST \$ <u>356,407.00</u>
	ALTERNATIVE BID OPTION	
6	MILL & OVERLAY 1.5" to all areas, approx. 20,000 SQYDS	SQYD MEASURED <u>25,965</u> Cost based on area measured. LUMP SUM \$ <u>265,654.00</u>
8	Add Cost to install 2-3" high, 18" x 24' road width speed bumps, with typical reflective markings.	Cost Each \$ <u>350.00</u> Cost total x (8)qty \$ <u>2,800.00</u>

Provide cost plus work for any change order work

Project Supervisor \$ 68.50 per Hr.

Skilled Labor \$ 46.40 per Hr.

Unskilled labor \$ 38.00 per Hr.

Material & Equipment Plus % 15.00 Percentage

EXHIBIT "E"

CONTRACTS:

COMPANY INFORMATION AND EMERGENCY CONTACTS:

Company Name: PFI-CON, LLC d/b/a Parking Lot Services

Company Address: 8511 Sunstate Street, Suite 101

City/State/ZIP: Tampa, FL 33634

Owner/Contractor's Name: Denise Pfister, President
Please Print

E-mail address: denise@plsofflorida.com

Office Phone #: 813-880-9100

Emergency Cell Phone #: Chad Madrid 813-748-5506 (Owner or Gen. Mgr.)

Emergency Cell Phone #: Gary Dykes 813-352-9929 (Job Supervisor)

***Awarded contractor to provide current certificate of insurance, Business license and w-9 along with the agreed upon cost in a standard contract or agreement on the contractor's letter head for the Board of Directors to review.**

■ = FIRE HYDRANTS
 — = PROPOSED SPEED BUMP





September 28, 2021

Mr. Paul Colella

CREEKSIDE PRESERVE HOMEOWNERS' ASSOCIATION, INC.

C/o Lighthouse Property Management, Inc.

4134 Gulf of Mexico Dr. #203

Longboat Key, FL 34228

Phone: 941.460.5560

Email: paulcolella@mgmt.tv

Subject: Report of Engineering Consulting Services
ASPHALTIC CONCRETE PAVEMENT EVALUATION
Creekside Preserve
3807 91st Avenue East
Parrish, Manatee County, Florida 34219
SOCOTEC Project Number S130-001.01

Forge Engineering, a Division of Socotec Consulting, Inc. (SOCOTEC) is pleased to present this report of engineering consulting services related to the evaluation of the asphaltic concrete pavement within the subject development. These services were completed in general accordance with the scope of services outlined in our proposal dated June 11, 2021 and authorized by Mr. Christopher Bernard on behalf of the Board of Directors on July 30, 2021.

We have endeavored to conduct the services identified herein in a manner consistent with that level of care and skill ordinarily exercised by members of the same profession currently practicing in the same locality and under similar conditions as this project. No other representation, express or implied, is included or intended in this document.

Project Information

Our understanding of your needs for this project is based on information provided by you, and our experience on similar projects. We understand the Association is considering re-paving approximately 1.5-miles of asphaltic concrete pavement located at

the subject site. Therefore, the Association has engaged us to evaluate the existing condition of the subject asphaltic concrete pavement along with recommendations for resurfacing/replacement as necessary. Environmental assessments or other studies were beyond the scope of our services.

Site Visit and Observations

On August 26, 2021, personnel from our firm completed a site visit to evaluate the existing condition of the development roadways and to perform six (6) roadway cores. The following information was obtained/observed at the time of our site visit:







- There is approximately 1.5 miles of roadways within the project limits.
- The asphaltic concrete roadway is approximately 24-feet wide (gutter to gutter).
- The roadway was originally constructed between circa 2006 based on historical research using Google Earth Pro.
- There were several potholes around the entrance and throughout the roadway.
- The roadway had several sections of alligator and longitudinal cracking.
- Typical hairline cracking is observed along the entire concrete gutter system. There are some areas of minor spalling
- We used a 4" diameter core barrel to remove sections of distressed asphalt.
- The overall asphaltic concrete ranged in thickness from 1 to 1-3/4 inches.
- The base material thickness varied from 5 to 8 inches.
- The base material generally consisted of sand with gravel.
- All areas of cored asphalt were patched to existing grade with a cold asphaltic patch.

Below is a tabulation of the roadway core thicknesses.

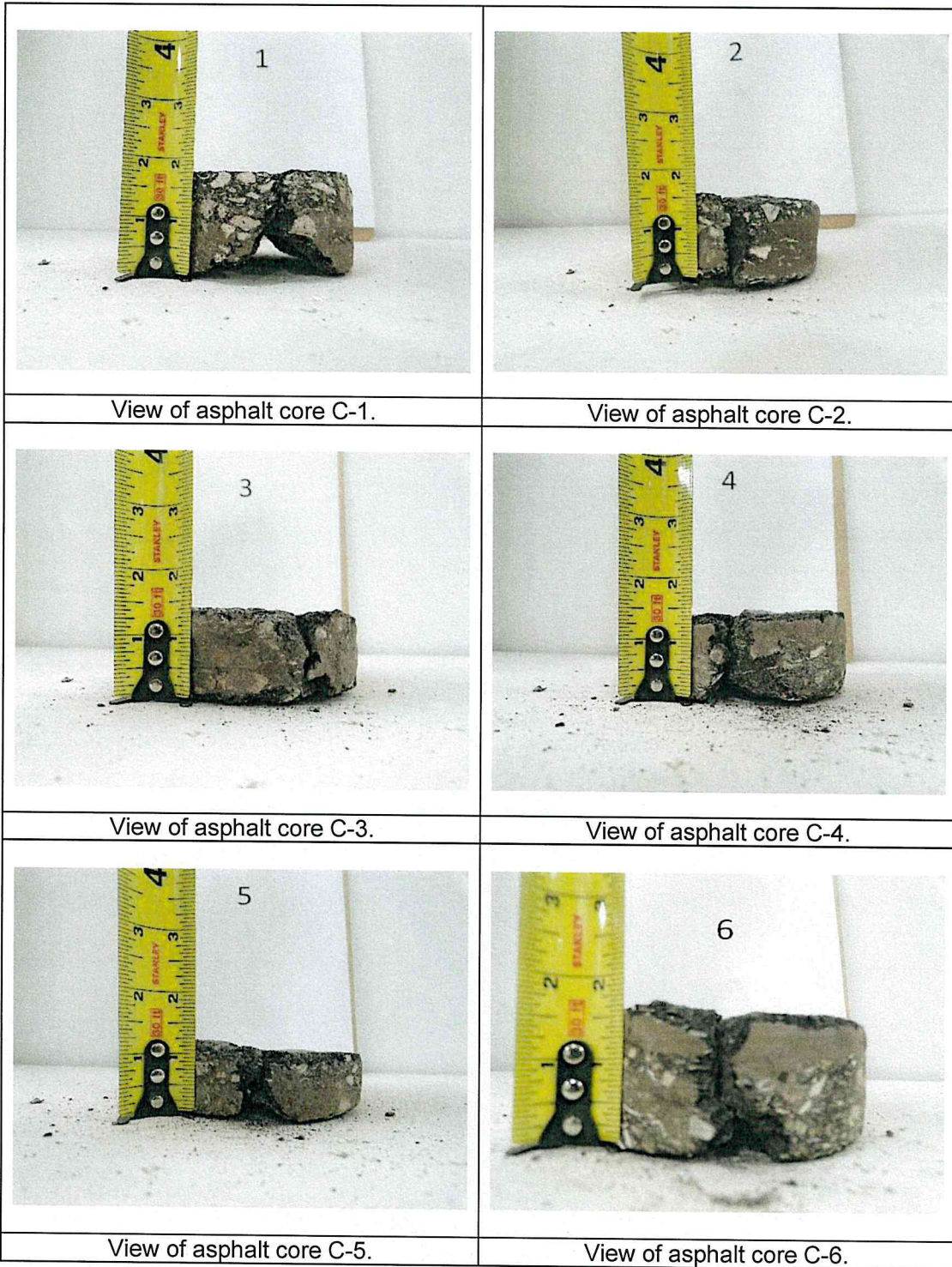
Core Location	Asphalt Thickness (in)	Base Thickness (in)	Notes
C-1	1-3/4	6-1/4	Full depth crack
C-2	1-1/2	7-1/4	Full depth crack
C-3	1-1/2	7-1/2	Full depth crack
C-4	1-3/8	8	Full depth crack
C-5	1	5	Full depth crack
C-6	1-1/2	8	Full depth crack

The photographs on the following pages depict the condition of the asphaltic concrete pavement at the time of our site inspection.



	
View of typical alligator cracking in existing asphalt.	View of pothole by the entrance gate.
	
View of typical gutter cracks.	View of typical longitudinal cracking.
	
View of base encountered at location C-4.	View of C-1 and crack through the coring of asphalt.





Evaluation and Opinions

Our evaluation is based on the project information provided to us, our field observations, and our experience in the area. Should new information become available, or the actual conditions be substantially different from the information presented in this report, please contact us so we may evaluate the new information.

During our site evaluation, we observed various pavement distress in the form of cracking and potholes. Areas of alligator cracking were noted throughout the development. This type of asphaltic distress is typically caused by fatigue failure of the surface under repeated traffic loading. Overtime, the cracks connect and allow moisture infiltration into the base and subgrade, eventually resulting in potholes and/or pavement disintegration.

The asphaltic pavement at the subject roadways appeared to be in poor overall condition and is at the end of its useful service life. The results of the roadway cores indicate that the base material utilized was not typical limerock base material used to construct roadways in Southwest Florida. The base material utilized to construct the roadways at the subject site was primarily a sand with gravel material. Based on visual observations, the base material appeared to be an LBR 40 to 60 material. Typical limerock base material is required to have a minimum LBR value of 100. The base material encountered at the subject site is a weaker material that is not suitable for the current pavement section. The insufficient base material is most likely contributing to the overall distress of the asphalt pavement.

Furthermore, at all six core locations the distress observed in the asphalt pavement consisted of full depth cracks. Therefore, full depth asphaltic replacement is recommended for the repaving project. If full depth replacement is not performed and a typical mill and overlay approach is completed, reflective cracking in the new pavement should be expected within 6-months to a year after replacement.

It is our opinion there are two options for the proposed re-paving project which include the following.



FIGURE 1: CORING LOCATION PLAN



Image from Google Earth Pro.

● C-1 Number and Approximate Location of Pavement Core

ASPHALTIC CONCRETE PAVEMENT CORES

Creekside Preserve
Parrish, Manatee County, Florida 34219

SOCOTEC Project Number S130-001.01



End of Year 2021 financials

Creekside Preserve HOA					P4
Balance Sheet					
As of 12/31/21					
Account	Description	Operating	Reserves	Other	Totals
RESERVES:					
5050	Basketball Court		4,376.00		4,376.00
5140	Fence		15,684.16		15,684.16
5147	Gate		17,204.66		17,204.66
5175	Well		3,626.37		3,626.37
5230	Monuments		3,904.22		3,904.22
5320	Paving		206,634.53		206,634.53
5336	Playground		5,974.03		5,974.03
5420	Sealcoating		45,000.00		45,000.00
5450	Storm Water Mains/Basins		90,620.00		90,620.00
5455	Non Statutory Reserves		69,525.00		69,525.00
5490	Reserve Interest-Current		721.24		721.24
5491	Reserve Interest-Prior Year		10,106.00		10,106.00
	Subtotal Reserves	.00	473,376.21	.00	473,376.21