MINUTES OF MEETING
PALM COAST 145
COMMUNITY DEVELOPMENT DISTRICT

The Board of Supervisors of the Palm Coast 145 Community Development District held a Regular Meeting on January 28, 2025 at 2:00 p.m., at the Flagler County Government Services Building, 1769 E. Moody Blvd., Bldg. 2, 1st Floor Conference Room, Bunnell, Florida 32110

Present:

David Hansen	Chair
Michael Beebe	Vice Chair
Greg Ulmer	Assistant Secretary

Also present:

Andrew Kantarzhi	District Manager
Clifton Fischer	Wrathell, Hunt and Associates LLC
Tucker Mackie (via telephone)	District Counsel
Momtaz Barq (via telephone)	District Engineer
John Amm	M-R Development & Construction, Inc.

FIRST ORDER OF BUSINESS **Call to Order/Roll Call**

Mr. Kantarzhi called the meeting to order at 2:06 p.m.

Supervisors Hansen, Beebe and Ulmer were present. Supervisors Atack and Green were absent.

SECOND ORDER OF BUSINESS **Public Comments**

No members of the public spoke.

THIRD ORDER OF BUSINESS **Consideration of Resolution 2025-04, Regarding the Rejection of All Proposals Related to the Provision of Construction Services Within the District; Providing a Severability Clause; and Providing an Effective Date**

Mr. Kantarzhi presented Resolution 2025-04 and read the title. He explained that, at the last meeting, the Request for Proposals (RFP) for Construction Services was awarded but, because there was a bit of confusion related to quantities, an item-to-item comparison was not received. Thus, the Board would like to reject all bids and go back out to bid.

Mr. Kantarzhi and Mr. Barq responded to questions regarding the timetable for the next RFP, the revisions that are being made to the project manual and the additional engineering necessary to prepare the RFP packet.

Mr. Hansen suggested the contractors bid the earthwork separately.

Discussion ensued regarding Mr. Hansen's suggestion, the quantities, the budget, pricing, grading, hauling in dirt, finalizing the project manual and the March 28, 2025 meeting date.

On MOTION by Mr. Beebe and seconded by Mr. Hansen, with all in favor, Resolution 2025-04, Regarding the Rejection of All Proposals Related to the Provision of Construction Services Within the District; Providing a Severability Clause; and Providing an Effective Date, was adopted.

FOURTH ORDER OF BUSINESS **Authorization of RFP for Construction Services; Approval of Evaluation Criteria**

Mr. Kantarzhi presented the RFP for Construction Services and the Evaluation Criteria.

Ms. Mackie suggested delegating one Supervisor to review and approve the project manual in between meetings.

On MOTION by Mr. Ulmer and seconded by Mr. Beebe, with all in favor, designating Mr. Hansen as the point person to review, edit and assist with the finalization of the RFP for Construction Services, was approved.

The Board and Staff discussed the errors in the first RFP, the anticipated number of bid responses from the second RFP, construction costs, the base bid, the add-on bid and amending the Evaluation Criteria.

Ms. Mackie suggested the RFP include suggestive categories, such as personnel, experience and understanding the scope of work, so the Board can better analyze the differences in the responses and not be limited to just pricing.

Asked if another category can be added to the Evaluation Criteria, Ms. Mackie replied affirmatively.

Asked if the schedule would be binding, Ms. Mackie replied affirmatively.

Mr. Kantarzhi recapped the revised categories and point values, as follows:

Personnel	10
Proposer's Experience	35
Understanding the scope of work	5
Financial and Physical Assets capability	15
Price	10
Reasonableness	15
Schedule	10

On MOTION by Mr. Ulmer and seconded by Mr. Beebe, with all in favor, the RFP for Construction Services and Evaluation Criteria, as amended, were approved.

FIFTH ORDER OF BUSINESS **Consideration of Resolution 2025-02, Designating the Location of the Local District Records Office and Providing an Effective Date**

This item was deferred.

SIXTH ORDER OF BUSINESS **Acceptance of Unaudited Financial Statements as of December 31, 2024**

On MOTION by Mr. Beebe and seconded by Mr. Hansen, with all in favor, the Unaudited Financial Statements as of December 31, 2024, were accepted.

SEVENTH ORDER OF BUSINESS **Approval of December 17, 2024 Special Meeting Minutes**

On MOTION by Mr. Hansen and seconded by Mr. Ulmer, with all in favor, the December 17, 2024 Special Meeting Minutes, as presented, were approved.

EIGHTH ORDER OF BUSINESS **Staff Reports**

A. District Counsel: Kutak Rock LLP

B. District Engineer: Terra-Max Engineering, Inc.

District Counsel and the District Engineer had nothing further to report.

C. District Manager: Wrathell, Hunt and Associates, LLC

Mr. Kantarzhi reported the following:

➢ In the next few weeks, Staff will finalize the project manual, advertise the RFP, distribute the project manual and circulate a schedule.

➢ The bids will be due 35 to 45 days after the project manual is made available. A mandatory, on-site, bid opening meeting will be held, with a question-and-answer deadline.

➢ If all goes as scheduled, a contract could be awarded in late March.

- **NEXT MEETING DATE: February 25, 2025 at 2:00 PM**
  - **QUORUM CHECK**

  The February 25, 2025 meeting will be canceled.

NINTH ORDER OF BUSINESS **Board Members' Comments/Requests**

There were no Board Members' comments or requests.

TENTH ORDER OF BUSINESS **Public Comments**

No members of the public spoke.

ELEVENTH ORDER OF BUSINESS **Adjournment**

On MOTION by Mr. Ulmer and seconded by Mr. Beebe, with all in favor, the meeting adjourned at 2:56 p.m.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

PALM COAST 145 CDD **January 28, 2025**

Secretary/Assistant Secretary

Chair/~~Vice Chair~~