

HOBE-ST. LUCIE CONSERVANCY DISTRICT

MARTIN COUNTY

REGULAR BOARD OF SUPERVISORS' MEETING SEPTEMBER 24, 2025 9:30 A.M.

Special District Services, Inc.
The Oaks Center
2501A Burns Road
Palm Beach Gardens, FL 33410

www.hobestluciecd.org

561.630.4922 Telephone 877.SDS.4922 Toll Free 561.630.4923 Facsimile

AGENDA HOBE-ST. LUCIE CONSERVANCY DISTRICT

Conference Room at Becker Tree Farm 2400 SE Bridge Road Hobe Sound, Florida 33455

REGULAR BOARD OF SUPERVISORS' MEETING

September 24, 2025 9:30 a.m.

A.	Call to Order			
B.	Proof of Publication			
C.	Establish Quorum			
D.	Additions or Deletions to Agenda			
E.	Comments from the Public for Items Not on the Agenda			
F.	Approval of Minutes			
	1. June 25, 2025 Regular Board of Supervisors Meeting Minutes			
G.	Old Business			
	1. Status Update Regarding RG Reserve			
	2. Update Regarding Access to Elise J Property			
	3. Status Update on Unit 6 Water Control Plan			
	4. Discussion Regarding Conveying District Owned Property			
H.	New Business			
	1. Consider Resolution No. 2025-04 – Adopting a Fiscal Year 2025/2026 Meeting SchedulePage 9			
	2. Consider Resolution No. 2025-05 – Adopting a Fiscal Year 2024/2025 Amended BudgetPage 11			
	3. Consider Resolution No. 2025-06 – Goals and Objectives Annual Report			
	4. Consider Appointment of Audit Committee & Approval of Evaluation CriteriaPage 1:			
	5. Discussion Regarding FDOT Turnpike Interchange Project			
I.	Administrative Matters			
	1. Engineer's Report			
	2. Attorney's Report			
	3. Manager's Report			
	4. Field Operations Report			
J.	Board Member Comments			
K.	Adjourn			



Florida

PO Box 631244 Cincinnati, OH 45263-1244

GANNETT

AFFIDAVIT OF PUBLICATION

Laura Archer Peter Pimentel Hobe-St. Lucie Conservancy District 2501 Burns RD # A Palm Beach Gardens FL 33410-5207

STATE OF WISCONSIN, COUNTY OF BROWN

Before the undersigned authority personally appeared, who on oath says that he or she is the Legal Advertising Representative of the Indian River Press Journal/St Lucie News Tribune/Stuart News, newspapers published in Indian River/St Lucie/Martin Counties, Florida; that the attached copy of advertisement, being a Legal Ad in the matter of Public Notices, was published on the publicly accessible websites of Indian River/St Lucie/Martin Counties, Florida, or in a newspaper by print in the issues of, on:

10/10/2024

Affiant further says that the website or newspaper complies with all legal requirements for publication in chapter 50, Florida Statutes.

Subscribed and sworn to before me, by the legal clerk, who is personally known to me, on 10/10/2024

Legal Clerk

Notary, State of WI, County of Brown

My commission expires

Publication Cost:

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KAITLYN FELTY **Notary Public** State of Wisconsin

HOBE-ST. LUCIE CONSERVANCY
DISTRICT
FISCAL YEAR 2024/2025
REGULAR MEETING SCHEDULE
NOTICE IS HEREBY GIVEN that
the Board of Supervisors of the
Hobe-St. Lucie Conservancy District
will hold Regular Meetings in the
Conference Room of Becker Tree
Farm located of 2400 SE Bridge
Rood. Hobe Sound, Florida 33455 at
9:30 a.m. on the following dates:
October 23, 2024
December 18, 2024
January 22, 2025
February 24, 2025
April 23, 2025
September 24, 2025
July 23, 2025
September 24, 2025
The purpose of the meetings is to
conduct any business coming before
the Board. Meetings are open to the
public and will be conducted in
accordance with the provisions of
Florida law. A copy of the Agenda
for any of the meetings may be
obtained from the District's website
or by contacting the District
Manager at (561) 630-48/22 and/or toll
free at 1-477-737-4972 prior to the
date of the particular meeting.
From time to time one or more
Supervisors may participate by telephone; therefore a speaker telephone; therefore a speaker telephone will be present at the meeting
location so that Supervisors may be
fully informed of the discussions
taking place. Said meetlings may be
conflined as found necessary to a
time and place specified on the
record.

time and place specified on the record.

If any person decides to appeal any decision made with respect to any matter considered at these meetings, such person will need a record of the proceedings and such person may need to ensure that a verbatim record of the proceedings is made at his or her own expense and which his or her own expense and which record includes the testimony and evidence on which the appeal is

based.
In accordance with the provisions of the Americans with Disabilities Act, any person requiring special accommodations or an interpreter to participate at any of these meetings should contact the District Manager at (561) 630-4972 and/or tall-free at 1-877-373-4922 at least seven (7) days

on-137-4722 of least seven (7) days prior to the date of the particular meeting.

Meetings may be cancelled from time to time without advertised notice. HOBE-ST. LUCIE CONSERVANCY DISTRICT

www.hobestluclecd.org Pub: October 10, 2024 TCN10647755

MINUTES OF THE BOARD OF SUPERVISORS MEETING OF HOBE-ST. LUCIE CONSERVANCY DISTRICT June 25, 2025

Pursuant to the above Notice, the Board of Supervisors of Hobe-St. Lucie Conservancy District held its Board of Supervisors Meeting on June 25, 2025 at 9:30 A.M. at the Becker Tree Farm & Nursery located at 2400 SE Bridge Road, Hobe Sound, Florida 33455.

Present were Rick Melchiori, Robert Brown and Ed Weinberg, Supervisors; Michael McElligott of Special District Services, Inc. as District Manager; Bob Higgins of Higgins Engineering & Surveying, LLC; and Mary M. Viator and Frank Palen (via telephone) District Attorneys of Caldwell Pacetti Edwards Schoech & Viator LLP; and Mr. Ray Spears, the Grassroots Corp. Also, in attendance were Paul Whalen (via telephone) and Nathan Orlech and Jaques Mouracadeh of Midbook 1st Realty.

A. CALL TO ORDER

The Board of Supervisors Meeting was called to order by President Melchiori.

B. PROOF OF PUBLICATION

C. ESTABLISHMENT OF QUORUM

The President announced a quorum was present and it was in order to transact any business to come before the Board.

D. ADMINISTER OATH OF OFFICE

The Oath of Office was administered to Mr. Bob Brown who took his seat on the Board.

E. <u>ELECTION OF OFFICERS</u>

The District Manager announced it was in order to elect Officers. Thereupon, the following slat of Officers were presented:

Rick Melchiori President
Edward Weinberg Vice President
Robert Brown Secretary

Mary Viator Assistant Secretary

Michael McElligott Treasurer

F. ADDITIONS OR DELETIONS TO AGENDA

None.

G. COMMENTS FROM THE PUBLIC FOR ITEMS NOT ON THE AGENDA

None.

H. APPROVAL OF MINUTES

A motion was made by Mr. Brown, seconded by Mr. Melchiori and unanimously passed approving the Minutes of the April 23, 2025 Board of Supervisors Board Meeting.

I. OLD BUSINESS

1. Status Update Regarding RG Reserve

The District Engineer indicated he had nothing to report on

this matter.

The Board deferred action at this time.

2. <u>Update Regarding Access to Elise J. Property:</u>

The District Engineer stated there was nothing to report.

The Board deferred action at this time.

At this point the Board directed the above two items be combined.

3. Unit of Development No. 6 – Water Control Plan

The status of the Unit No. 6 Water Control Plan was discussed.

The Water Control Plan for Unit 6 was presented to the Board.

The District Engineer explained the purpose of this Water Control Plan is to modify the Balance of the District improvements to separate outlands owned by SFWMD and

the State. The facilities currently operated and/or maintained by HSLCD will not be modified, and there are no development plans for Unit 6 at this time, however there may be modification as a result of the Loxahatchee River Restoration Plan (LRWRP) Flowway 3 Project. LRWRP is a part of the Comprehensive Everglades Restoration Plan (CERP).

Future Modifications to Unit 6 may include removal of flashboard risers and filling of internal north/south laterals to provide flow in and around Unit 6 to the LRWRP Flowway 3 Project. The north and south boundaries of Unit 6 are intended to remain the same.

The land area within Unit of Development No. 6 encompasses approximately 3,224.20 acres and is located within Township 40 South, Range 41 East the unincorporated area of Martin County, Florida. All of Unit of Development No. 6 lies within the original HSLCD "Balance of the District".

Lands that are in the remainder of the Balance of the District will flow through
Unit 6 to the original outfall canal on the east boundary.

The property is located totally within the Hobe-St. Lucie Conservancy District and contains perimeter agricultural canals and a relocatable drainage easement which are dedicated to and maintained by the Hobe-St. Lucie Conservancy District.

The Board discussed an easement of the TIIFT to be in agreement. The Board directed the Water Control Plan be brought back and request SFWMD to address the inclusion of the TIITF and Hobe-St. Lucie Conservancy District lands.

The District Engineer reported he had a meeting with Mr. Palmer with SFWMD.

The Board requested a letter of Intent be written by SFWMD to HSLCD to purchase the HSLCD lands which will be flooded. The purchase is tied to restoration of lands.

The Board indicated the need for SFWMD to acquire the land. Following the

request, it would be ok to come back and approve the Water Control Plan.

J. NEW BUSINESS

1. <u>Consider Approval of Amendment to Agreement with Martin County Tax Collector to Include the Uniform Collection of Non-Ad Valorem Special Assessments.</u>

The Attorney requested Approval of the Amendment to Agreement to Include the Uniform Collection of Non-Ad Valorem Special Assessments with the Martin County Tax Collector which will include the collection of debt for Unit of Development 1A.

Following Board discussion, a motion was made by Mr. Weinberg, seconded by Mr. Brown and unanimously passed approving the Amendment to Agreement with the Martin County Tax Collector to Include the Uniform Collection of Non-Ad Valorem Special Assessments. (Copy filed in District Records)

2. Consider Resolution 2025-02 Adopting a Fiscal Year 2025-2026 Budget:

The District Manager presented the Fiscal Year 2025-2026 Budget and explained the proposed Budget represented the maximum rate which could be lowered. The District Manager explained the Budget.

He commented on the individual Units as well as the Balance of the District which has a substantial balance.

Comments were received by the Board on the budgets for the respective Units of Developments, including allocations of the surplus funds from monies received from the payment of delinquent assessments.

A motion was made by Mr. Brown, seconded by Mr. Weinberg and unanimously passed to approve Resolution 2025-02 Adopting the Fiscal Year 2025-2026 Budget as amended and updated regarding the removal of the POA and reduce legal and engineering for Unit 1A follows:

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE HOBEST. LUCIE CONSERVANCY DISTRICT APPROVING A BUDGET FOR FISCAL YEAR 2025/2026; AND PROVIDING AN EFFECTIVE DATE

(Copy filed with District Records)

Mr. Melchiori and Mr. Weinberg announced a Conflict of Interest. Form 8B filed in District Records.

3. Consider Resolution 2025-3 Accepting Phase 3 Public Improvements and Authorizing Disbursement No. 3

The District Attorney commented the Unit 1A landowners had initiated proceedings to convey the remaining Public Improvements to the District and requested final Disbursement for the Series 2024 Project Account upon final completion of the Public Improvements.

The Attorney explained for Phase 3, the need to identify the Improvements to be transferred to the District and the purchase price to be determined in accordance with the "Public Improvement Acquisition Agreement". The Phase 3 Transfer should include the components of the Discovery PUD SWMS and any Improvements required to be transferred to the District in accordance with the Unit 1A Amended and Restated Water Control Plan. These Improvements needed to be described and certified by the District Engineer to be "functional, complete and operational". The purchase price for Phase 3 needs to be certified by the District Engineer, but payment for the Phase 3 Improvements may not exceed the amount of the District's undisbursed and legally available Series 2024 Bond proceeds.

The District Manager presented the Approval for Phase #3 for Unit 1A.

The Board discussed the request for final Disbursement No. 3, which included authorizing distribution of the balance of the Bond Funds.

Following Board discussion, a motion was made by Mr. Brown, seconded by Mr. Weinberg and unanimously passed approving Disbursement Approval #3 for Unit 1A Series 20254 Project Account in the amount of \$3,534,406.66 in accordance with the Districts Engineers Certifications for the Transfer of Discovery Hobe Sound Investor's Public Improvements, including Bill of Sale, which included amending the Public Acquisitions Improvement Request and authorizing disbursement of the Balance of the Bond Funds, subject to the Developer, Atlantic Fields and Discovery Hobe Sound Investments and fund the competition of the Unit 1A Water Control Plan facilities.

4. Discussion Conveying District Owned Property

The District Manager stated a Request to Purchase the District's 40 + Acre Parcel of Land on the NE Corner of the Nine-Gem Property, currently owned by Hobe-St. Lucie Conservancy District, had been received from Ray Spear of Grassroots Corp.

Mr. Weinberg requested the necessary steps to sell the subject property

Following discussion, the Board directed the request come back to the Board with the details to present the property for sale.

I. ADMINISTRATIVE MATTERS

1. <u>District Engineer's Report</u>

The District Engineer reported on the District's operations and matters as they appeared on the Agenda. There was nothing further to add.

2. <u>District Attorney's Report</u>

The District Attorney reported on the matters as they appeared on the Agenda.

There was nothing further to add.

3. <u>Manager's Report</u>

The District Manager reported on matters as they appeared on the Agenda.

The District Manager reminded the Board that Form 1 Financial Disclosure is due by the end of June on the website. He further commented on report details on Supervisors Ethics Training.

4. Field Operations Report

Mr. Spears commented commented on Diesel Fuel for the Generator.

The Board discussed the Fuel Proposals and directed going back to clarify and to delete the sod.

BOARD MEMBER COMMENTS

NONE

NEXT MEETING

The Board confirmed the next Board Meetings were scheduled for July 23, 2025.

ADJOURN

There being no further business to come before the Board, the Meeting was adjourned.

President	 	
1 Testaent		
Secretary	 	

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE HOBE ST. LUCIE CONSERVANCY DISTRICT, ESTABLISHING A REGULAR MEETING SCHEDULE FOR FISCAL YEAR 2025/2026 AND SETTING THE TIME AND LOCATION OF SAID DISTRICT MEETINGS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, it is necessary for the Hobe St. Lucie Conservancy District ("District") to establish a regular meeting schedule for fiscal year 2025/2026; and

WHEREAS, the Board of Supervisors of the District has set a regular meeting schedule, location and time for District meetings for fiscal year 2025/2026 which is attached hereto and made a part hereof as Exhibit "A".

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE HOBE ST. LUCIE CONSERVANCY DISTRICT, MARTIN COUNTY, FLORIDA, AS FOLLOWS:

Section 1. The above recitals are hereby adopted.

Section 2. The regular meeting schedule, time and location for meetings for fiscal year 2025/2026 which is attached hereto as Exhibit "A" is hereby adopted and authorized to be published.

PASSED, ADOPTED and EFFECTIVE this 24th day of September, 2025.

ATTEST:	HOBE ST. LUCIE CONSERVANCY DISTRICT		
By:	By:		
Secretary/Assistant Se			

HOBE-ST. LUCIE CONSERVANCY DISTRICT FISCAL YEAR 2025/2026 REGULAR MEETING SCHEDULE

NOTICE IS HEREBY GIVEN that the Board of Supervisors of the Hobe-St. Lucie Conservancy District will hold Regular Meetings in the Conference Room at Becker Tree Farm located at 2400 SE Bridge Road, Hobe Sound, Florida 33455 at 9:30 a.m. on the following dates:

October 22, 2025 November 19, 2025 December 17, 2025 January 28, 2026 February 25, 2026 March 25, 2026 April 22, 2026 May 27, 2026 June 24, 2026 July 22, 2026 August 26, 2026 September 23, 2026

The purpose of the meetings is to conduct any business coming before the Board. Meetings are open to the public and will be conducted in accordance with the provisions of Florida law. A copy of the Agenda for any of the meetings may be obtained from the District's website or by contacting the District Manager at (561) 630-4922 and/or toll free at 1-877-737-4922 prior to the date of the particular meeting.

From time to time one or more Supervisors may participate by telephone; therefore a speaker telephone will be present at the meeting location so that Supervisors may be fully informed of the discussions taking place. Said meetings may be continued as found necessary to a time and place specified on the record.

If any person decides to appeal any decision made with respect to any matter considered at these meetings, such person will need a record of the proceedings and such person may need to ensure that a verbatim record of the proceedings is made at his or her own expense and which record includes the testimony and evidence on which the appeal is based.

In accordance with the provisions of the Americans with Disabilities Act, any person requiring special accommodations or an interpreter to participate at any of these meetings should contact the District Manager at (561) 630-4922 and/or toll-free at 1-877-737-4922 at least seven (7) days prior to the date of the particular meeting.

Meetings may be cancelled from time to time without advertised notice.

HOBE-ST. LUCIE CONSERVANCY DISTRICT

www.hobestluciecd.org

PUBLISH: STUART NEWS 00/00/2025

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE HOBEST. LUCIE CONSERVANCY DISTRICT AUTHORIZING AND ADOPTING AN AMENDED FINAL FISCAL YEAR 2024/2025 BUDGET AS AMENDED ("AMENDED BUDGET AS AMENDED"), PURSUANT TO CHAPTER 189 FLORIDA STATUTES; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Board of Supervisors ("Board") of the Hobe-St. Lucie Conservancy District ("District") is empowered to provide a funding source and to impose special assessments upon the properties within the District; and,

WHEREAS, the District has prepared for consideration and approved an Amended Budget; and

WHEREAS, the District has proposed an amendment to the Amended Fiscal Year 2024/2025 Budget.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE HOBE-ST. LUCIE CONSERVANCY DISTRICT THAT:

Section 1. The Amended Budget for Fiscal Year 2024/2025, as amended, attached hereto as Exhibit "A" is approved and adopted.

<u>Section 2.</u> The Secretary/Assistant Secretary of the District is authorized to execute any and all necessary transmittals, certifications or other acknowledgements or writings, as necessary, to comply with the intent of this Resolution.

PASSED, ADOPTED and EFFECTIVE this 24th day of September, 2025.

ATTEST:	HOBE-ST. LUCIE CONSERVANCY DISTRICT		
By:	By:President/Vice President		

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE HOBEST. LUCIE CONSERVANCY DISTRICT ADOPTING AN ANNUAL REPORT OF GOALS, OBJECTIVES, AND PERFORMANCE MEASURES AND STANDARDS; PROVIDING A SEVERABILITY CLAUSE: AND PROVIDING AN EFFECTIVE DATE.

- **WHEREAS**, the Hobe-St. Lucie Conservancy District (the "District") is a local unit of special-purpose government organized and existing under and pursuant to Chapters 189 and 190, Florida Statutes, as amended; and
- **WHEREAS**, effective July 1, 2024, the Florida Legislature adopted House Bill 7013, codified as Chapter 2024-136, Laws of Florida, and creating Section 189.0694, Florida Statutes; and
- WHEREAS, the District adopted Resolution 2024-11 on October 23, 2024, establishing goals and objectives for the District and creating performance measures and standards to evaluate the District's achievement of those goals and objectives; and
- **WHEREAS**, pursuant to Section 189.0694, Florida Statutes, the District must adopt and publish on its website an annual report prior to December 1st of each year, describing the goals and objectives achieved by the district, as well as the performance measures and standards used by the district to make this determination, and any goals or objectives the district failed to achieve.
- WHEREAS, the District Manager has the annual report of the District's goals, objectives, and performance measures and standards attached hereto and made a part hereof as **Exhibit A** (the "Annual Report") and presented the Annual Report to the Board of the District; and
- WHEREAS, the District's Board of Supervisors ("Board") finds that it is in the best interests of the District to adopt by resolution the attached annual report of the goals, objectives and performance measures and standards.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE HOBE-ST. LUCIE CONSERVANCY DISTRICT, THAT:

- **SECTION 1.** The recitals so stated are true and correct and by this reference are incorporated into and form a material part of this Resolution.
- **SECTION 2.** The District Board of Supervisors hereby adopts the Annual Report regarding the District's success or failure in achieving the adopted goals and objectives and directs the District Manager to take all necessary actions to comply with Section 189.0694, Florida Statutes.
- **SECTION 3.** If any provision of this Resolution is held to be illegal or invalid, the other provisions shall remain in full force and effect.

SECTION 4. This Resolution shall become effective upon its passage and shall remain in effect unless rescinded or repealed.

PASSED AND ADOPTED this $\underline{24^{th}}$ day of September, 2025.

ATTEST:	HOBE-ST. LUCIE CONSERVANCY DISTRICT		
Secretary/Assistant Secretary	Chairman, Board of Supervisors		

Exhibit A: Annual Report of Performance Measures/Standards

Exhibit A

Program/Activity: District Administration

Goal: Remain compliant with Florida Law for all district meetings

Objectives:

• Notice all District regular, special, and public hearing meetings

• Conduct all post-meeting activities

• District records retained in compliance with Florida Sunshine Laws

Performance Measures:

• All Meetings publicly noticed as required (YES)

- Meeting minutes and post-meeting action completed (YES)
- District records retained as required by law (YES)

Program/Activity: District Finance

Goal: Remain Compliant with Florida Law for all district financing activities

Objectives:

• District adopted fiscal year budget

• District amended budget at end of fiscal year

- Process all District finance accounts receivable and payable
- Support District annual financial audit activities

Performance Measures:

- District adopted fiscal year budget (YES)
- District amended budget at end of fiscal year (YES)
- District accounts receivable/payable processed for the year (YES)
- "No findings" for annual financial audit (NO)
 - o If "yes" explain

Program/Activity: District Operations

Goal: Insure, Operate and Maintain District owned Infrastructure & assets Objectives:

- Annual renewal of District insurance policy(s)
- Contracted Services for District operations in effect
- Compliance with all required permits

Performance Measures:

- District insurance renewed and in force (YES)
- Contracted Services in force for all District operations (YES)
- Permits in compliance (YES)

HOBE ST. LUCIE CONSERVANCY DISTRICT REQUEST FOR PROPOSALS

District Auditing Services for Fiscal Years 2024/2025, 2025/2026 and 2026/2027 With Two Year Option (2027/2028 and 2028/2029) Martin County, Florida

HOBE ST. LUCIE CONSERVANCY DISTRICT AUDITOR SELECTION INSTRUCTIONS TO PROPOSERS

- **SECTION 1. DUE DATE.** Sealed proposals must be received no later than November 12, 2025 at 4:00 p.m., at the offices of District Manager, located at 2501A Burns Road, Palm Beach Gardens, Florida 33410.
- **SECTION 2. FAMILIARITY WITH THE LAW.** By submitting a proposal, the Proposer is affirming its familiarity and understanding with all federal, state, and local laws, ordinances, rules and regulations that in any manner affect the work. Ignorance on the part of the Proposer will in no way relieve it from responsibility to perform the work covered by the proposal in compliance with all such laws, ordinances and regulations.
- **SECTION 3. QUALIFICATIONS OF PROPOSER.** The contract, if awarded, will only be awarded to a responsible Proposer who is qualified by experience and licensing to do the work specified herein. The Proposer shall submit with its proposal satisfactory evidence of experience in similar work and show that it is fully prepared to complete the work to the satisfaction of the District.
- **SECTION 4. REJECTION OF PROPOSAL.** Proposers shall be disqualified and their proposals rejected if the District has reason to believe that collusion may exist among the Proposers, the Proposer has defaulted on any previous contract or is in arrears on any previous or existing contract, or for failure to demonstrate proper licensure and business organization.
- **SECTION 5. SUBMISSION OF PROPOSAL.** Submit one (1) copy of the Proposal Documents and one digital copy, and other requested attachments at the time and place indicated herein, which shall be enclosed in an opaque sealed envelope, marked with the title "Auditing Services Hobe St. Lucie Conservancy District" on the face of it.
- **SECTION 6. MODIFICATION AND WITHDRAWAL.** Proposals may be modified or withdrawn by an appropriate document duly executed and delivered to the place where proposals are to be submitted at any time prior to the time and date the proposals are due. After proposals are opened by the District, no proposal may be withdrawn for a period of ninety (90) days.

- **SECTION 7. PROPOSAL DOCUMENTS.** The proposal documents shall consist of the notice announcing the request for proposals, these instructions, the Evaluation Criteria Sheet and a proposal with all required documentation pursuant to Section 12 of these instructions (the "Proposal Documents").
- **SECTION 8. PROPOSAL.** In making its proposal, each Proposer represents that it has read and understands the Proposal Documents and that the proposal is made in accordance therewith.
- **SECTION 9. BASIS OF AWARD/RIGHT TO REJECT.** The District reserves the right to reject any and all proposals, make modifications to the work, and waive any informalities or irregularities in proposals as it is deemed in the best interests of the District.
- **SECTION 10. CONTRACT AWARD.** Within fourteen (14) days of receipt of the Notice of Award from the District, the Proposer shall enter into and execute a Contract (engagement letter) with the District.
- **SECTION 11. LIMITATION OF LIABILITY.** Nothing herein shall be construed as or constitute a waiver of District's limited waiver of liability contained in section 768.28, Florida Statutes, or any other statute or law.
- **SECTION 12. MISCELLANEOUS.** All proposals shall include the following information in addition to any other requirements of the proposal documents.
 - A. List position or title of all personnel to perform work on the District audit. Include resumes or each person listed; list years of experience in present position for each party listed and years of related experience.
 - B. Describe proposed staffing levels, including resumes with applicable certifications.
 - C. Three references from projects of similar size and scope. The Proposer should include information relating to the work it conducted for each reference as well as a name, address and phone number of a contact person.
- **SECTION 13. PROTESTS.** Any protest regarding the Proposal Documents, must be filed in writing, at the offices of the District Manager, within seventy-two (72) hours after receipt of the Request for Proposals and Evaluation Criteria or other contract documents. 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 the aforesaid Request for Proposals, Evaluation Criteria, or other contract documents.

SECTION 14. EVALUATION OF PROPOSALS. The criteria to be used in the evaluation are presented in the Evaluation Criteria Sheet, contained within the Proposal Documents.

SECTION 15. REJECTION OF ALL PROPOSALS. The District reserves the right to reject any and all bids, with or without cause, and to waive technical errors and informalities, as determined to be in the best interests of the District.

HOBE ST. LUCIE CONSERVANCY DISTRICT AUDITOR SELECTION EVALUATION CRITERIA

1. Ability of Personnel (10 Points).

(E.g., geographic locations of the firm's headquarters or permanent office in relation to the project; capabilities and experience of key personnel; evaluation of existing work load; proposed staffing levels, etc.)

2. Proposer's Experience (10 Points).

(E.g. past record and experience of the Proposer in similar projects; volume of work previously performed by the firm; past performance for other Community Development Districts in other contracts; character, integrity, reputation of Proposer, etc.)

3. Understanding of Scope of Work (10 Points).

Extent to which the proposal demonstrates an understanding of the District's needs for the services requested.

4. Ability to Furnish the Required Services (10 Points).

Present ability to manage this project and the extent to which the proposal demonstrates the adequacy of Proposer's financial resources and stability as a business entity necessary to complete the services required (E.g. the existence of any natural disaster plan for business operations).

5. *Price* (10 Points).

Points will be awarded based upon the price bid for the rendering of the services and reasonableness of the price to the services.

