



AVE MARIA STEWARDSHIP COMMUNITY DISTRICT

COLLIER COUNTY REGULAR BOARD MEETING OCTOBER 3, 2023 9:00 A.M.

5080 ANNUNCIATION CIRCLE, SUITE 101, AVE MARIA, FLORIDA 34142

www.avemariastewardshipcd.org

DISTRICT MANAGER

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

**561.630.4922 Telephone
877.SDS.4922 Toll Free
561.630.4923 Facsimile**

AGENDA
AVE MARIA STEWARDSHIP COMMUNITY DISTRICT
REGULAR BOARD MEETING

October 3, 2023

9:00 a.m.

Ave Maria Master Association (office/fitness center)

5080 Annunciation Circle, Unit 101

Ave Maria, Florida 34142

TO JOIN VIA ZOOM: <https://us02web.zoom.us/j/84779450200>

MEETING ID: 847 7945 0200 DIAL IN AT: 1-929-436-2866

- A. Call to Order
- B. Pledge of Allegiance
- C. Invocation
- D. Proof of Publication.....Page 1
- E. Establish a Quorum
- F. Additions or Deletions to Agenda
- G. Comments from the Public for Items Not on the Agenda
- H. Approval of Minutes
 - 1. September 12, 2023 Regular Board Meeting & Public Hearing Minutes.....Page 2
- I. Consent Agenda
 - 1. Consider Ratification of LCEC Invoice 26476.....Page 11
 - 2. Consider Ratification of Comcast Invoice JB0001539441.....Page 12
- J. Old Business
 - 1. AMSCD Projects Update.....Page 13
- K. New Business
 - 1. Discussion/Update on the Ave Maria National
 - Audience Comments
 - 2. Asset Management Software Presentation
 - Audience Comments
 - 3. Discussion Regarding Future Walking Trail System
 - Audience Comments
 - 4. Consider Resolution No. 2023-22 – Re-Setting the Public Hearing on Prequalification Procedures.....Page 16
 - Audience Comments
 - 5. Security Items Update
 - Audience Comments
- L. Administrative Matters
 - 1. Legal Report
 - 2. Engineer Report
 - 3. Manager’s Report
 - a. Financials.....Page 43
- M. Board Members Comments
- N. Adjourn

Publication Date
2023-09-25

Subcategory
Miscellaneous Notices

AVE MARIA STEWARDSHIP COMMUNITY DISTRICT FISCAL YEAR 2023/2024 REGULAR MEETING SCHEDULE NOTICE IS HEREBY GIVEN that the Board of Supervisors of the Ave Maria Stewardship Community District (the "District") will hold Regular Meetings in the Ave Maria Master Association located at 5080 Annunciation Circle, Suite 101, Ave Maria, Florida 34142, at 9:00 a.m. (**unless otherwise noted**) on the following dates: October 3, 2023 **November 7, 2023 at 6:00 p.m.** December 5, 2023 **January 9, 2024 at 6:00 p.m.** February 6, 2024 **March 5, 2024 at 6:00 p.m.** April 2, 2024 May 7, 2024 **June 4, 2024 at 6:00 p.m.** July 2, 2024 August 6, 2024 September 10, 2024 The District will also hold meetings utilizing communications media technology through the following login information: Join by URL for VIDEO ACCESS at: <https://us02web.zoom.us/j/84779450200> Meeting ID: 847 7945 0200 Join by PHONE at: 1-929-436-2866 Meeting ID: 847 7945 0200 **The November 7, 2023, January 9, 2024, March 5, 2024, and June 4, 2024, Regular Meetings will take place at 6:00 p.m. in the Ave Maria Master Association located at 5080 Annunciation Circle, Suite 101, Ave Maria, Florida 34142. The purpose of the meetings is to conduct any and all business coming before the Board. Meetings are open to the public and will be conducted in accordance with the provisions of Florida law. Copies 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. 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. AVE MARIA STEWARDSHIP COMMUNITY DISTRICT
www.avemariastewardshipcd.org Sept. 25, 2023 #5829881

**AVE MARIA STEWARDSHIP COMMUNITY DISTRICT
REGULAR BOARD MEETING
Ave Maria Master Association
5080 Annunciation Circle, Unit 101
Ave Maria, Florida 34142**

or

TO JOIN VIA ZOOM: <https://us02web.zoom.us/j/83198051068>

MEETING ID: 831 9805 1068 DIAL IN AT: 1 929 436 2866

September 12, 2023

A. CALL TO ORDER

The September 12, 2023, Regular Board Meeting of the Ave Maria Stewardship Community District (the “District”) was called to order at 9:00 a.m. in the Ave Maria Master Association located at 5080 Annunciation Circle, Unit 101, Ave Maria, Florida 34142. The meeting was not available via the Zoom information indicated above as the WiFi connection in the room was unstable.

B. PLEDGE OF ALLEGIANCE

C. INVOCATION

Mr. Klucik led the meeting in prayer.

D. PROOF OF PUBLICATION

Proof of publication was presented indicating that notice of the Regular Board Meeting had been published in the *Naples Daily News* on August 18, 2023, and August 25, 2023, as legally required.

E. ESTABLISH A QUORUM

A quorum was established with the following:

Board of Supervisors

Chairman	Thomas Peek	Present
Vice Chair	Jay Roth	Absent
Supervisor	Jeff Sonalia	Present
Supervisor	Tom DiFlorio	Present
Supervisor	Robb Klucik	Present

District Staff in attendance were:

District Manager	Andrew Karmeris	Special District Services, Inc.
Director of Operations	Sal D’Angelo	Special District Services, Inc.
General Counsel	Alyssa Willson	Kutak Rock, LLP

District Engineer	Ted Tryka	Agnoli Barber & Brundage, Inc.
Owner Representative	David Genson	Barron Collier Companies

Also present were the following:

Kim Twiss, Donnie Diaz, Roger Echols, Jason Voguel, Kevin & Cindy Schang, John Lanham, John Turner, Jeff Plys, Bea & David Sanford, Ronny Lambotte, Danny O’Brien, Loren Garner, Katalin & Phyllis Kovach, Vicki Wojciechowski, Paula Csantaveri, Angel & Jeannie Rivera, David Mosher, Tina Gerhardt, Chris Hasty, Victor Acquista, Sue Schweizer and Synita Seymore.

F. ADDITIONS OR DELETIONS TO THE AGENDA

Mr. Klucik asked to add a discussion regarding the technical issues with the zoom to the agenda. The Board decided to discuss the topic now. Mr. Klucik expressed his disappointment with the issues that have stretched multiple meetings. Mr. Karmeris stated that the WiFi routers in the meeting location were upgraded in an effort to solve the issues. He added that staff is going to take additional measures for the next meeting to resolve the problem.

Per public request, Mr. Klucik asked to add Discussion regarding walking trail creation in South Park to new business #11.

A **motion** was made by Mr. DiFlorio, seconded by Mr. Sonalia, and passed unanimously approving the agenda as amended.

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

District resident Phyllis Kovach asked about getting a second gas station in Ave Maria as well as when the stores being built will be completed. The Board informed her that those are not District business items.

H. APPROVAL OF MINUTES

1. August 1, 2023, Regular Board Meeting

The minutes of the August 1, 2023, Regular Board Meeting were presented for consideration.

A **motion** was made by Mr. DiFlorio, seconded by Mr. Klucik and passed unanimously approving the minutes of the August 1, 2023, Regular Board Meeting, as presented.

I. Public Hearing – Fiscal Year 2023/2024 Final Budget was opened at 9:17 a.m.

- 1. Proof of Publication Naples Daily News on 8/18/2023 & 8/25/2023**
- 2. Receive Public Comments on Fiscal Year 2023/2024 Final Budget**

District Resident Viktor Acquista asked if the new district operations team line item was going to be paid for by the developer? Mr. Karmeris stated yes as that is a new line item for FY 2024 that would be paid for out of the developer contribution portion of the district revenues.

3. Consider Resolution No. 2023-13 – Adopting a Fiscal Year 2023/2024 Final Budget

Mr. Karmeris presented Resolution No. 2023-13 and commented on some maintenance line items.

A **motion** was made by Mr. Klucik, seconded by Mr. Sonalia and passed unanimously adopting resolution No. 2023-13 Adopting a Fiscal Year 2023/2024 Final Budget conditional upon New Business Item # 1 – Approval of Fiscal Year 2023/2024 Developer Funding Agreement being approved and executed.

4. Consider Resolution No. 2023-14 – Adopting an Annual Assessment Resolution for Fiscal Year 2023/2024

Ms. Willson presented.

A **motion** was made by Mr. DiFlorio, seconded by Mr. Sonalia and passed unanimously adopting resolution No. 2023-14 Adopting an Annual Assessment Resolution for Fiscal Year 2023/2024, as presented.

5. Consider Resolution No. 2023-15 – Adopting a Fiscal Year 2023/2024 Master Irrigation Utility System Budget

Mr. Voguel from Ave Maria Utility Company presented and fielded questions from the Board.

A **motion** was made by Mr. DiFlorio, seconded by Mr. Sonalia and passed unanimously adopting resolution No. 2023-15 Adopting a Fiscal Year 2023/2024 Master Irrigation Utility System Budget, as presented.

The public hearing on the Fiscal Year 2023/2024 Final Budget was closed at 9:52 a.m.

J. Public Hearing – Uniform Method opened at 9:52 a.m.

- 1. Proof of Publication Naples Daily News on 8/15/2023, 8/25/2023, 8/29/2023 & 9/5/2023**
- 2. Receive Public Comments on Adopting a Uniform Method of Collection for Expansion Area**
- 3. Consider Resolution No. 2023-16 – Adopting a Uniform Method of Collection for Expansion Area**

Ms. Willson presented. Mr. Klucik asked if this is any different than similar resolutions approved in the past? Ms. Willson stated that it is essentially the same.

A **motion** was made by Mr. Klucik, seconded by Mr. DiFlorio and passed unanimously adopting resolution No. 2023-16 – Adopting a Uniform Method of Collection for Expansion Area, as presented.

The public hearing on the Uniform Method was closed at 9:55 a.m.

K. Public Hearing – Amended Parking and Towing Rules opened at 9:55 a.m.

- 1. Proof of Publication Naples Daily News on 8/11/2023 & 8/14/2023**
- 2. Receive Public Comments on Amended Parking and Towing Rules**

Ms. Willson presented and provided history on the parking and towing policy. She explained the need for amending the policy to include the ability to fine for violations.

District resident Victor Acquista asked if this was approved today would it go into effect today? He also asked if there was a total of the fines threshold that would initiate legal action? Ms. Willson stated yes, it would go into effect today and added that there would be a process of 3 letters that would be sent to the owner committing the violations. She also stated that the ideally the District would not need to take legal action. Mr. Acquista responded that he advocates for going to court as soon as possible to enforce.

District resident John Lanham suggested putting QR codes on the no parking signs so that the public would be able to access the parking and towing policy quickly and easily.

District resident Stu Grzenkowicz thanked the Board for the crossing lights at the National and asked if a street light could be added as cars do not stop.

3. Consider Resolution No. 2023-17 – Adopting Amended Parking & Towing Policies

A **motion** was made by Mr. DiFlorio, seconded by Mr. Sonalia and passed unanimously adopting resolution No. 2023-17 – Adopting Amended Parking & Towing Policies, as presented.

The public hearing on the Amended Parking & Towing Policies was closed at 10:05 a.m. and the regular meeting reconvened.

L. Old Business

1. AMSCD Projects Update

Staff went over the projects list that was provided in the agenda packet.

Mr. Tryka gave an update on the Apron at Owens roundabout and the handicap parking spot by the animal clinic. He also discussed the town core striping and flashing signs project informing the Board that two parking spots remain.

District resident Ronny Lambotte questioned whether the new trees on PJP were still under warranty as some were dying. He then thanked the Board for taking on action on the torpedo grass near his home. He asked about the big builder signs on Anthem Parkway and what could be done. Mr. Genson informed Mr. Lambotte and the Board that any non-directional signs were going to be removed and all directional signs will need to be permitted.

A lengthy discussion regarding the National Gate ensued. District resident John Stryzik described the recent complaint he filed about the gate as well the increase in the size of the gate and the bollards put on the sidewalks. Chris Hasty from Lennar fielded questions from the Board regarding guardhouse post orders and whether personnel was given direction to follow public access procedures. Mr. Klucik stated that he did not believe the public has access to the National roads and believes there is a strong argument that Lennar is in defiance of the agreement.

M. New Business

1. Consider Approval of Fiscal Year 2023/2024 Developer Funding Agreement

Ms. Willson presented and stated this agreement is for the 2023/2024 fiscal year. This item was the last item considered under new business.

A **motion** was made by Mr. Klucik, seconded by Mr. DiFlorio and passed unanimously approving Fiscal Year 2023/2024 Developer Funding Agreement, as presented.

2. Consider Resolution No. 2023-18 – Ratifying Sale of Series 2023 – Phase 4 Master

Mr. Klucik asked if any roads will have a gate as part of this bond? Ms. Willson said no.

A **motion** was made by Mr. DiFlorio, seconded by Mr. Sonalia and passed unanimously adopting Resolution No. 2023-18 Ratifying Sale of Series 2023 – Phase 4 Master, as presented.

3. Consider Approval of Supplementary Disclosure of Public Financing

A **motion** was made by Mr. DiFlorio, seconded by Mr. Sonalia and passed unanimously approving Supplementary Disclosure of Public Financing, as presented.

4. Consider Resolution No. 2023-19 – Awarding Landscape and Irrigation Maintenance Services Contract

District staff provided their rankings of the proposals with Davey Tree being 1st, Landcare 2nd, Mainscape 3rd, Juniper 4th, and Ashkal in 5th. The Board had questions about how staff came to their rankings.

Loren Garner from Mainscape addressed the Board and gave an overview of Mainscape as well as how he priced his proposal.

District staff informed the Board that there was a discrepancy in the total cost of the Juniper annual contract amount. Juniper representatives asked for clarification which was provided.

The Board discussed the proposals and questioned district staff member Donny Diaz on what he believes current vendor Davey Tree could do better going forward. Mr. Diaz discussed weeding, irrigation and mowing schedules. Roger Echols from Davey Tree informed the Board that additional staff has been hired to meet the standards desired by the Board of supervisors as well as the requirements in the contract.

A **motion** was made by Mr. Klucik, seconded by Mr. Sonalia and passed unanimously adopting staff's rankings of Davey Tree being 1st, Landcare 2nd, Mainscape 3rd, Juniper 4th, and Ashkal in 5th as the Board's official rankings and adopting Resolution No. 2023-19 – Awarding Landscape and Irrigation Maintenance Services Contract to Davey Tree, as presented.

5. Consider Approval of Amended & Restated Facility Maintenance Agreement – Ave National

This item was tabled to be brought back at a future meeting.

6. Consider Resolution No. 2023-20 – Adopting Construction and Maintenance Services Prequalification Criteria and Procedures and Setting a Public Hearing

Ms. Willson presented.

A **motion** was made by Mr. Klucik, seconded by Mr. Sonalia and passed unanimously adopting Resolution No. 2023-20 – Adopting Construction and Maintenance Services Prequalification Criteria and Procedures and Setting a Public Hearing, as presented.

7. Consider Resolution No. 2023-21 – Adopting a Fiscal Year 2023/2024 Meeting Schedule

Mr. Karmeris presented.

District resident Bea Sanford asked if the Board would consider 7 p.m. meetings to allow for additional working people to attend.

A **motion** was made by Mr. Klucik, seconded by Mr. Sonalia and passed unanimously adopting Resolution No. 2023-21 – Adopting a Fiscal Year 2023/2024 Meeting Schedule, as presented.

8. Consider Acceptance of Bill of Sale for Vehicles and Authorizing Staff to Take Administrative Actions Finalizing Title and Insurance

Mr. Karmeris presented.

A **motion** was made by Mr. DiFlorio, seconded by Mr. Sonalia and passed unanimously Accepting of Bill of Sale for Vehicles and Authorizing Staff to Take Administrative Actions Finalizing Title and Insurance, as presented.

9. Discussion Regarding Letter in Support of Collier Mosquito Control District Legislation

Ms. Willson presented.

A **motion** was made by Mr. DiFlorio, seconded by Mr. Sonalia and passed unanimously authorizing District Counsel to Prepare a Letter in Support of Collier Mosquito Control District Legislation, as presented.

10. Consider Appointment of Audit Committee & Approval of Evaluation Criteria

Mr. Karmeris presented.

A **motion** was made by Mr. DiFlorio, seconded by Mr. Sonalia and passed unanimously Appointing the Board of Supervisors as the Audit Committee and Approving the Evaluation Criteria, as presented.

11. Discussion Regarding Walking Trail Creation in South Park

This item was tabled and Board directed staff to add it to next month's agenda.

N. ADMINISTRATIVE MATTERS

1. Legal Report

Ms. Willson had nothing further to report.

2. Engineer's Report

Mr. Tryka had nothing further to report.

3. Manager's Report

Mr. Karmeris had nothing further to report.

O. BOARD MEMBER COMMENTS

Mr. Klucik commented that the National Gate situation frustrates him and he apologized if he offended anyone. He also thanked Ms. Willson for doing such a great job as District Counsel.

P. ADJOURNMENT

There being no further business to come before the Board, the Regular Board Meeting was adjourned at 12:07 p.m. by Chairman Peek. There were no objections.

Secretary/Assistant Secretary

Chair/Vice-Chairman

AVE MARIA STEWARDSHIP COMMUNITY DISTRICT

SEPTEMBER 2023

Project Name	Start Date	End Date	Est. Cost	% Complete	Responsible Party	Comments
Anthem Parkway Phase 5A (Starts at North park to Avalon)	2 nd Quarter 2023	TBD	TBD	0%	Andrew Karmeris (District)	Permits expected in Sept/Oct 2023. Ready to commence immediately upon permit approval.
Anthem Parkway Phase 5B (Will include roundabout at Pope John Paul)	3 rd Quarter 2023	TBD	TBD	0%	Andrew Karmeris (District)	Environmental permits expected June 2024
Apron at Owens roundabout	May 2023	Design Plans 11/30/23	TBD	0%	Ted Tryka (District)	Given ok to proceed by attorney/insurance on 8-25-2023
Additional Landscaping on Milano	August 2023	Sept 2023	TBD	0%	David Genson (AMD)	AMD is working on pricing and expected to have a proposal at August or September meeting.
Parking on District Roads	01/2023	2 nd Quarter 2023	N/A	N/A	Andrew Karmeris (District Manager) Kim Twiss (Master Association Manager)	Signs have been delivered and approximately 40% have been installed. Remainder to be installed weather permitting during the next few weeks.
Town Core Striping and Flashing Signs	01/2023	9/15/23	\$188,000	98%	Ted Tryka (District)	Flashing signs installed 8-18-23.

AVE MARIA STEWARDSHIP COMMUNITY DISTRICT

						2 Parking Spots Remain.
Asset Management (Placeholder for FY24)	March 2023	June 2023	\$50,000	FY 23 – 100%	David Genson (AMD)	Mapping of roadways, sidewalks, curbs, light poles are complete. Budgeting for Fiscal Year 2024 to include site visits, mapping of additional assets such as signs, fixtures, etc.
Reserve Funds (Irrigation and O&M)	TBD	N/A	TBD	TBD	David Genson (AMD)	Rate Adjustment presentation expected at Fall 2023 meeting.
Front Fountain (Letters)	N/A	August 2023	\$22,000	80%	Donny Diaz	Fountain is operational. Letters contract was approved expected to start in August 2023.
National Gate monitoring	2023	Ongoing	N/A	N/A	Alyssa Willson (District)	The District continues to monitor National Gate operation. Residents have been instructed to file complaints filed with District Manager.



INVOICE: 26476

Invoice Date: 08/18/2023
 Terms: IMMEDIATE
 Due Date: 08/18/2023
 Amount Due: \$ 255,270.64

AVE MARIA STEWARDSHIP COMMUNITY DIST
 2501A BURNS ROAD
 PALM BCH GDNS FL 33410

Account: 33805
 Description: WO 400767962 Anthem Pkwy Page 1 of 1

DESCRIPTION	QUANTITY	UOM	UNIT PRICE	AMOUNT	TAX
OVERHEAD PRIMARY EXTENSION CONTACT DESIGNER: KEITH LANMAN 239-656-2413	1.000	EA	255,270.6400	255,270.64	

MESSAGES

Job will be released for scheduling/construction upon receipt of payment.

Go to www.lcec.net and click Pay Now to pay using your checking or savings account. It's free and payments apply to your account immediately! Please use the account number on this invoice as it is different than your electric account number, and enter your name exactly as it appears on your invoice.

Subtotal: \$ 255,270.64
 Tax: \$ 0.00
 Total: \$ 255,270.64
 Amount Paid: \$ 0.00
 Amount Due: \$ 255,270.64



Account:	33805
Invoice:	26476
Due Date:	08/18/2023
Amount Due:	\$ 255,270.64
Amount Of Payment:	_____

AVE MARIA STEWARDSHIP COMMUNITY DIST
 2501A BURNS ROAD
 PALM BCH GDNS FL 33410

Remit To:
 LCEC
 433 NORTH 15TH ST
 IMMOKALEE FL 34142-3445



INVOICE

12600 Westlinks Drive Suite #4
Fort Myers, FL 33913

Date:	JB#
7/28/2023	JB0001539441

Customer:	Ave Maria Stewardship Community District c/o Peninsula Engineering		
Address:	Ave Maria Overhead Relocation/Conversion		
Phone:	239.403.6713	Special Instructions:	DHartley@pen-eng.com

Coordinator	Customer PO No.	Date Sent	Sent Via	Terms
Xavier Medina	CF8504	7/28/2023	(In-Person, UPS, US Postal)	UPON RECEIPT

QUANTITY	DESCRIPTION	AMOUNT
	Comments: Relocate Coax and Fiber	
	Labor Cost	\$14,696.02
	Material Cost	\$4,783.51
	Design & Misc.	

Make Payable To: Comcast ATTN: Construction Dept: Xavier Medina 12600 Westlinks Dr. #4 Fort Myers, FL 33913 {Include a copy of this with payment}	SUBTOTAL	\$19,479.53
	SALES TAX (Material Only)	\$334.85
	TOTAL DUE	\$19,814.38

AVE MARIA STEWARDSHIP COMMUNITY DISTRICT

OCTOBER 2023

Project Name	Date appeared on List	Start Date	End Date	Est. Cost	% Complete	Responsible Party	Comments
Anthem Parkway Phase 5A (Starts at North park to Avalon)	06/07/2022	2 nd Quarter 2023	TBD	Costs be reviewed	0%	Andrew Karmeris (District)	Permits expected in Sept/Oct 2023. Ready to commence immediately upon permit approval.
Anthem Parkway Phase 5B (Will include roundabout at Pope John Paul)	06/07/2022	3 rd Quarter 2023	TBD	Costs be reviewed	0%	Andrew Karmeris (District)	Environmental permits expected June 2024
Apron at Owens roundabout & vet handicap parking spot	06/06/2023	May 2023	Design Plans 11/30/23	TBD	0%	Ted Tryka (District)	Given ok to proceed by attorney/insurance on 8-25-2023
Additional Landscaping on Milano	07/11/2023	August 2023	Oct 2023	Expected to have pricing by October	0%	David Genson (AMD)	AMD is working on pricing and expected to have a proposal at August or September meeting.

AVE MARIA STEWARDSHIP COMMUNITY DISTRICT

Parking on District Roads	09/13/2022	01/2023	2 nd Quarter 2023	N/A	N/A	Andrew Karmeris (District Manager) Kim Twiss (Master Association Manager)	Signs have been delivered and approximately 90% have been installed.
Town Core Striping and Flashing Signs	09/13/2022	01/2023	9/15/23	\$188,000	98%	Ted Tryka (District)	Flashing signs installed 8-18-23. 2 Parking Spots Remain.
Asset Management (Placeholder for FY24)	11/01/2022	March 2023	June 2023	\$50,000	FY 23 – 100%	Sal DeAngelo (District)	Mapping of roadways, sidewalks, curbs, light poles are complete. Budgeting for Fiscal Year 2024 to include site visits, mapping of additional assets such as signs, fixtures, etc.
Reserve Funds (Irrigation and O&M)	11/01/2022	TBD	N/A	TBD	TBD	David Genson (AMD)	Rate Adjustment presentation expected at Fall 2023 meeting.
Front Fountain (Letters)	04/04/2023	N/A	Oct 2023	\$22,000	80%	Donny Diaz	Fountain is operational. Letters contract was approved expected to start in August 2023.
National Gate	05/02/2023	2023	Ongoing	N/A	N/A	Alyssa Willson	The District continues

AVE MARIA STEWARDSHIP COMMUNITY DISTRICT

monitoring						(District)	to monitor National Gate operation. Residents have been instructed to file complaints filed with District Manager.
Sign at Oil Well Road	10/03/2023	Spring 2024					

RESOLUTION 2023-22

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE AVE MARIA STEWARDSHIP COMMUNITY DISTRICT TO DESIGNATE THE DATE, TIME AND PLACE OF PUBLIC HEARING AND AUTHORIZATION TO PUBLISH NOTICE OF SUCH HEARING FOR THE PURPOSE OF ADOPTING CONSTRUCTION AND MAINTENANCE SERVICES PREQUALIFICATION CRITERIA AND PROCEDURES; AND PROVIDING AN EFFECTIVE DATE

WHEREAS, Ave Maria Stewardship Community District (the “District”) is a local unit of special-purpose government created and existing pursuant to Chapter 2004-461, Laws of Florida, as amended, (the “Act”) being situated entirely within Collier County, Florida; and

WHEREAS, the Board of Supervisors of the District (the “Board”) is authorized by the Act to prequalify contractors for construction and maintenance services pursuant to its Rules of Procedure and Chapter 255, Florida Statutes.

WHEREAS, the Board previously scheduled the public hearing for October 3, 2022, and due to a publication error is not requesting to reschedule the public hearing to a future date.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE AVE MARIA STEWARDSHIP COMMUNITY DISTRICT:

SECTION 1. A Public Hearing will be held to adopt the District’s proposed construction prequalification criteria and procedures on _____, 2023, at _____ .m., at _____. Such proposed construction prequalification criteria and procedures shall be for consideration of additional prequalified contractors to supplement those prequalified by action of the Board May 4, 2021.

SECTION 2. The District Secretary is directed to publish notice of the hearing in accordance with its rules and Chapter 255, Florida Statutes.

SECTION 3. This Resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED this 3rd day of October, 2023.

ATTEST:

**AVE MARIA STEWARDSHIP
COMMUNITY DISTRICT**

Secretary/Assistant Secretary

Chairman, Board of Supervisors

AVE MARIA STEWARDSHIP COMMUNITY DISTRICT

**CONTRACTOR'S PREQUALIFICATION STATEMENT
(CONSTRUCTION OF PUBLIC INFRASTRUCTURE IMPROVEMENTS AND
MAINTENANCE SERVICES)**

Contractor

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ADVERTISEMENT

NOTICE TO PROSPECTIVE BIDDERS

MINIMUM CONTRACTOR QUALIFICATIONS

APPLICATION FOR CONTRACTOR PREQUALIFICATION

AFFIDAVIT FOR INDIVIDUAL

AFFIDAVIT FOR PARTNERSHIP

AFFIDAVIT FOR CORPORATION

SWORN STATEMENT UNDER SECTION 287.133(3)(A),
FLORIDA STATUTES, ON PUBLIC ENTITY CRIMES

CONTRACTOR CLASSIFICATION LISTING

DETERMINATION OF QUALIFIED PROSPECTIVE BIDDER

**REQUEST FOR QUALIFICATIONS
FOR CONSTRUCTION AND MAINTENANCE SERVICES
AVE MARIA STEWARDSHIP COMMUNITY DISTRICT
COLLIER COUNTY, FLORIDA**

The Ave Maria Stewardship Community District (“District”) requests Applications for Qualification from firms interested in providing construction and maintenance services for public infrastructure improvements. Upcoming projects include the construction of various infrastructure improvements and maintenance services in and around the District including construction of roadways, stormwater management facilities, irrigation facilities, earthwork, landscape, hardscape, street lighting, and other public improvements and maintenance services including exotic vegetation removal and lake and littoral maintenance. With the exception of landscaping, construction projects may include maintenance of existing infrastructure.

To be eligible to submit qualifications, firms must hold all required applicable licenses in good standing and be authorized to do business in the Collier County, and the State of Florida.

Applicants may request an Application for Qualification from Agnoli Barber & Brundage, Inc., 7400 Trail Boulevard, Suite 200, Naples, Florida 34108, or via email to tryka@abbinc.com beginning _____, **October _____, 2023**, after **12:00 p.m.** Applicants must submit one original and seven copies of the Application for Qualification, along with one (1) electronic copy (PDF format on a USB flash drive), by **3:00 p.m.** on _____, _____, **2023**. Address responses to: Mr. Ted Tryka, District Engineer, 7400 Trail Boulevard, Suite 200, Naples, Florida 34108.

Qualified firms will be selected based on experience, qualifications of personnel, and ability to perform construction or maintenance services. Packages will be reviewed and rated by a committee appointed by the District Board of Supervisors, with final selected expected to be made at a publicly noticed Board of Supervisors meeting as soon as practicable after receipt of the recommendations of the Committee appointed by the Board to evaluate the submitted packages. At that time, all qualified firms may be assigned a project qualification for work under District contracts. All applicants will be promptly notified after the construction and maintenance firms are selected. The pre-qualification decisions of the Board of Supervisors shall be valid for a period of three (3) years, after which the Board of Supervisors may either extend the prequalification period for an additional two (2) years or open the prequalification process again, at its sole discretion. The District reserves the right to waive any informality in the qualifications submitted, to reject any and all qualifications submitted and to advertise for the services.

Pre-qualified firms will be eligible to bid on construction and maintenance projects subject to the applicants approved project classification and aggregate limit. Failure to pre-qualify may preclude the District from awarding contracts for construction and maintenance services to non-qualified firms.

Applicants may contact the District Engineer, at Agnoli Barber & Brundage, Inc., 7400 Trail Boulevard, Suite 200, Naples, Florida 34108 or via email to tryka@abbinc.com, until the qualifications submittal deadline for further information. All requests for information shall be in writing.

Todd Wodraska, District Manager

Publication Date: _____, 2023

NOTICE TO PROSPECTIVE BIDDERS

The information required herein is for the purpose of fairly evaluating contractor qualifications to perform various construction and maintenance activities for the Ave Maria Stewardship Community District (the "District").

APPLICANTS FOR PREQUALIFICATION AS BIDDERS FOR THE AVE MARIA STEWARDSHIP COMMUNITY DISTRICT CONTRACTS ARE HEREBY NOTIFIED THAT INCLUSION OF FALSE, DECEPTIVE OR FRAUDULENT STATEMENTS ON THIS APPLICATION CONSTITUTES FRAUD. FURTHERMORE, YOU ARE HEREWITH NOTIFIED THAT THE AVE MARIA STEWARDSHIP COMMUNITY DISTRICT CONSIDERS SUCH ACTION ON THE PART OF THE APPLICANT TO CONSTITUTE GOOD CAUSE FOR DENIAL, SUSPENSION, OR REVOCATION OF THE PROSPECTIVE BIDDER'S QUALIFICATION FOR BIDDING ON ITS PROJECTS.

Please be advised that this application must be complete within itself without reference to any other application or statement. All sections of the application shall be completed. If any of the requested information does not apply, it shall be indicated as "None" or "N.A." as applicable. Failure to make entries in every section of this application may result in a disqualification.

All financial information provided in this application and accompanying audited financial statements are exempt from public record laws pursuant to Section 119.071(1)(c), Florida Statutes, and will be kept confidential. District can request annual audits and annual resubmittal of any or all financial statements from any prequalified contractor.

The properly completed Contractor's Prequalification Statement shall be submitted to Agnoli Barber & Brundage, Inc., 7400 Trail Boulevard, Suite 200, Naples, Florida 34108, Any questions with regard to the requests for information contained herein shall be addressed to Mr. Ted Tryka, District Engineer, Agnoli Barber & Brundage, Inc., 7400 Trail Boulevard, Suite 200, Naples, Florida 34108, or via email to tryka@abbinc.com.

**Ave Maria Stewardship Community District
Minimum Contractor Qualifications
For Public Infrastructure Improvements**

Contractor: _____ Contact: _____

Address: _____

Phone: _____ Fax: _____ Email: _____

Typical Work Description: Construction of Public Infrastructure Improvements may include earthwork, paving, drainage, irrigation, landscaping, hardscaping, roadway improvements and all work associated with these types of activities; maintenance services include exotic vegetation removal and lake and littoral maintenance. With the exception of landscaping, construction projects may include maintenance of existing infrastructure.

Owner: Ave Maria Stewardship Community District

Certification: I acknowledge that the Ave Maria Stewardship Community District has the right to deny, suspend or revoke a prospective bidder's qualification for bidding on the Public Infrastructure Construction and Maintenance Services based upon the Determination of Qualified Prospective Bidder information contained herein.

Signature

Print Name

_____ _____
Title Date

6. Is the applicant Company incorporated in the State of Florida? yes () no ()
- 6.1 If yes, provide the following:
- o Is the Company in good standing with the Florida Department of State Division of Corporations? yes () no ()
If no, please explain _____

 - o Date incorporated _____ Charter No. _____
- 6.2 If no, provide the following:
- o The State with whom the applicant company is incorporated in? _____
 - o Is the company in good standing with the State? yes () no ()
In no, please explain _____

 - o Date incorporated _____ Charter No. _____
 - o Is the applicant company authorized to do business in the State of Florida? yes () no ()
7. Is the applicant company a registered or licensed contractor with the State of Florida? yes () no ()
Provide copies of all licenses listed.
- 7.1 If yes, provide the following:
- o Type of registration (i.e. certified general contractor, certified electrical contractor, etc.) _____
_____.
 - o License No. _____ Expiration Date _____
 - o Qualifying individual _____ Title _____
 - o List company(s) currently qualified under this license _____

- 7.2 Is the applicant Company a registered or licensed Contractor with Collier County? yes () no ()
- 7.3 Has the applicant Company performed work for an independent special district previously? yes () no ()

8. Is the applicant company prequalified by the Florida Department of Transportation? yes () no ()

If yes, provide the following:

o Work Class Ratings _____

o Maximum Capacity Rating _____

9. Name of Applicant's Bonding Company _____

Address _____

Approved Bonding Capacities: Aggregate Limit \$ _____
Single Project Limit \$ _____
Total Current Contracts Bonded \$ _____

Note: All bonds and insurance policies obtained by Applicant required herein shall be issued by companies authorized to do business in the State of Florida and shall have a financial strength rating of A or better, and a financial size category of X or higher, as rated by A.M. Best Company.

Name of Applicant's Bonding Agency _____

Address _____

Contact Name _____ Phone _____

10. List the Applicant's total annual dollar value of work completed for each of the last three (3) years starting with the latest year and ending with the most current year (2020) _____ (2021) _____, (2022) _____

11. List the classification(s) (refer to attached listing) of work the applicant is applying for prequalification based on the applicant company's ability to self perform the work (excluding general contracting).

12. What are the applicant company's current insurance limits? If contractor does not have a certain category of coverage listed below, please note none. (provide a copy of applicant's certificate of insurance)

General Liability \$ _____
Automobile Liability \$ _____
Workers Compensation \$ _____
Contractor's Pollution Liability \$ _____
Umbrella Liability/Excess Liability \$ _____
Contractors Additional Insured Status
- General Liability _____
- Auto Liability _____
Per Project Aggregate Limit
- General Liability _____
Waiver of Subrogation in favor of District
- General Liability _____
- Auto Liability _____
- Workers' Compensation _____
Expiration Date _____

Note: Applicant must provide a certification that their insurance carrier is authorized to conduct business in Florida. Coverage must be provided on a primary, non-contributory basis.

13. Has the applicant company been cited by OSHA for any job site or company office/shop safety violations in the past two years? yes () no ()

If yes, please describe each violation, fine, and resolution _____

- 13.1 What is the applicant's current worker compensation rating? _____

17. Has any officer or partner of your organization ever been an officer, partner, or owner of some other organization that has failed to complete a construction or maintenance contract? Yes _____ No _____ If so, state name of individual, other organization and reason therefore.

18. List any and all litigation with owners or major subcontractors to which the Applicant has been a party in the last five (5) years and describe the outcome or resolution.

19. Has the Applicant or any of its affiliates ever been either disqualified or denied prequalification status by a governmental entity? _____ If so, discuss the circumstances surrounding such denial or disqualification as well as the date thereof.

20. Within the past five (5) years, has the Applicant failed to complete a project within the scheduled contract time? _____ If so, discuss the circumstances surrounding such failure to complete a project on time as well as the date thereof.

21. Does the Applicant have adequate equipment to perform normal construction or maintenance operations for each class of work for which prequalification is sought? Yes _____ No _____ If no, please explain:

INCLUDE THE FOLLOWING INFORMATION WITH THIS APPLICATION:

1. Applicants shall provide letters of recommendation from at least two agencies or firms with direct knowledge of the applicant's key personnel and work performance in sufficient detail to assist in rating the applicant's ability to perform the classification of work for which the applicant is applying for prequalification. The letters must contain specific information regarding the following:
 - (a) Specific projects, including project numbers and location.
 - (b) Size of projects by dollar value.
 - (c) Description of projects and classes of work performed with applicant's own employees and equipment.
 - (d) Whether projects were timely completed.
 - (e) Whether the applicant was cooperative and facilitated changes to the project when required.

(Continued)

Any contractor submitting a Contractor's Prequalification Statement, which in its judgment is adversely affected by the District's rating as to the contractor's qualifications and wishes to protest such decision must file with the District a notice of protest in writing within seventy-two (72) hours (excluding Saturdays, Sundays and state holidays) after receipt of the notice of the District's ranking, and shall file a formal written protest within seven (7) days (including Saturdays, Sundays and state holidays) after the date of filing of the notice of protest. The formal written protest shall state with particularity facts and law upon which the protest is based. **Failure to timely file a notice of protest or failure to timely file a formal written protest shall constitute a waiver of all further proceedings under Florida law and the District's Rules of Procedure.** You may obtain a copy of the District's Rules of Procedure by contacting the District Manager's Office at 2501A Burns Road, Palm Beach Gardens, Florida 33410 .

The undersigned hereby authorize(s) and request(s) any person, firm or corporation to furnish any pertinent information requested by the Ave Maria Stewardship Community District, or their authorized agents, deemed necessary to verify the statements made in this application or attachments hereto, or necessary to determine whether the Ave Maria Stewardship Community District should prequalify the applicant for bidding on its construction or maintenance projects, including such matters as the applicant's ability, standing, integrity, quality of performance, efficiency and general reputation

The Ave Maria Stewardship Community District can terminate its use of the prequalification list for bidding purposes at any time.

Name of Applicant Company

By: _____

[Type Name and Title of Person Signing]

This _____ day of _____, 2023

(Corporate Seal)

Sworn to before me this _____ day of _____, 2023.

Notary Public/Expiration Date
(Seal)

Applicant acknowledges receipt of the following addenda:

Addendum No. _____

Date _____

Addendum No. _____

Date _____

AFFIDAVIT FOR INDIVIDUAL

State of _____ ss:

County of _____

_____, being duly sworn, deposes and says that the statements and answers to the questions concerning experience contained herein are correct and true as of this date; and that he/she understands that intentional inclusion of false, deceptive or fraudulent statements on this application constitutes fraud; and, that the District considers such action on the part of the applicant to constitute good cause for denial, suspension or revocation of a certificate of qualification for bidding on Ave Maria Stewardship Community District projects.

Signature

Print Name

Sworn to before me this _____ day of _____, 2023.

Notary Public/Expiration Date:

(SEAL)

AFFIDAVIT FOR PARTNERSHIP

State of _____ ss:

County of _____

_____, is a member of the firm of _____, being duly sworn, deposes and says that the statements and answers to the questions of the foregoing experience questionnaire are correct and true as of the date of this affidavit; and, that he/she understands that intentional inclusion of false, deceptive or fraudulent statements on this application constitutes fraud; and, that the District considers such action on the part of the applicant to constitute good cause for denial, suspension or revocation of a certificate of qualification for bidding on Ave Maria Stewardship Community District projects.

Signature

Print Name

Sworn to before me this _____ day of _____, 2023.

Notary Public/Expiration Date:

(SEAL)

AFFIDAVIT FOR CORPORATION

State of _____ ss:

County of _____

(title) _____
of the _____

(a corporation described herein) being duly sworn, deposes and says that the statements and answers to the questions in the foregoing concerning experience are correct and true as of the date of this affidavit; and, that he/she understands that intentional inclusion of false, deceptive or fraudulent statements in this application constitutes fraud; and, that the District considers such action on the part of the applicant to constitute good cause for denial, suspension or revocation of a certificate of qualification for bidding on Ave Maria Stewardship Community District projects.

(Officer must sign here)

Print Name

CORPORATE SEAL

Sworn to before me this _____ day of _____, 2023.

Notary Public/Expiration Date:

(SEAL)

SWORN STATEMENT UNDER SECTION 287.133(3)(a),
FLORIDA STATUTES, ON PUBLIC ENTITY CRIMES

THIS FORM MUST BE SIGNED IN THE PRESENCE OF A NOTARY PUBLIC OR OTHER OFFICER AUTHORIZED TO ADMINISTER OATHS.

1. This sworn statement is submitted to Ave Maria Stewardship Community District for Prequalification of Construction and/or Maintenance Contractors.
2. This sworn statement is submitted by _____
[Print Name of Entity Submitting Sworn Statement]
whose business address is _____
and (if applicable) its Federal Employer Identification Number (FEIN) is _____
(If the entity has no FEIN, include the Social Security Number of the individual signing this sworn statement: _____.)
3. My name is _____ and my relationship to the
entity named above is _____.
4. I understand that a "public entity crime" as defined in Section 287.133(1)(g), Florida Statutes, means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or with the United States, including, but not limited to, any bid or contract for goods or services to be provided to any public entity or an agency or political subdivision of any other state or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.
5. I understand that "convicted" or "conviction" as defined in Section 287.133(1)(b), Florida Statutes, means a finding of guilt or a conviction of a public entity crime, with or without an adjudication of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 1, 1989, as a result of jury verdict, nonjury trial, or entry of a plea of guilty or nolo contendere.
6. I understand that an "affiliate" as defined in Section 287.133(1)(a), Florida Statutes, means:
 1. A predecessor or successor of a person convicted of a public entity crime; or,
 2. An entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term "affiliate" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The ownership by one person of shares constituting a controlling interest in another person, or a pooling of equipment or income among persons when not for fair market value under an arm's length agreement, shall be a prima facie case that one person controls another person. A person who knowingly enters into a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding 36 months shall be considered an affiliate.
7. I understand that a "person" as defined in Section 287.133(1)(e), Florida Statutes, means any natural person or entity organized under the laws of any state or of the United States with the legal power to enter into a binding contract and which bids or applies to bid on contracts for the provision of goods or services let by a public entity, or which otherwise transacts or applies to transact business with a public entity. The term "person" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in management of an entity.

8. Based on information and belief, the statement which I have marked below is true in relation to the entity submitting this sworn statement. (Please indicate which statement applies.)

_____ Neither the entity submitting this sworn statement, nor any officers, directors, executives, partners, shareholders, employees, members, or agents who are active in management of the entity, nor any affiliate of the entity, have been charged with and convicted of a public entity crime subsequent to July 1, 1989.

_____ The entity submitting this sworn statement, or one or more of the officers, directors, executives, partners, shareholders, employees, members or agents who are active in management of the entity or an affiliate of the entity, has been charged with and convicted of a public entity crime subsequent to July 1, 1989, AND (please indicate which additional statement applies):

_____ There has been a proceeding concerning the conviction before an Administrative Law Judge of the State of Florida, Division of Administrative Hearings. The final order entered by the Administrative Law Judge did not place the person or affiliate on the convicted vendor list. (Please attach a copy of the final order.)

_____ The person or affiliate was placed on the convicted vendor list. There has been a subsequent proceeding before an Administrative Law Judge of the State of Florida, Division of Administrative Hearings. The final order entered by the Administrative Law Judge determined that it was in the public interest to remove the person or affiliate from the convicted vendor list. (Please attach a copy of the final order.)

_____ The person or affiliate has not been placed on the convicted vendor list. (Please describe any action taken by or pending with the Florida Department of Management Services.)

Signature

Print Name
Date: _____

STATE OF _____
COUNTY OF _____

PERSONALLY APPEARED BEFORE ME, the undersigned authority, _____

_____ who, after first being sworn by me, affixed his/her signature in the
(name of individual signing)

space provided above on this _____ day of _____ 2023.

NOTARY PUBLIC

My commission expires:

**AVE MARIA STEWARDSHIP COMMUNITY DISTRICT
CONTRACTOR CLASSIFICATION LISTING**

- | | |
|-------------------------|----------------------------------|
| 1. Excavation/Earthwork | 7. Stormwater Management |
| 2. Road Paving | 8. Exotic Vegetation Removal |
| 3. Landscape | 9. Lake and Littoral Maintenance |
| 4. Irrigation | |
| 5. Hardscape | |
| 6. Street Lighting | |

DETERMINATION OF QUALIFIED PROSPECTIVE BIDDER

The Ave Maria Stewardship Community District ("District") is authorized to maintain a list of qualified contractors ("Qualified Prospective Contractors") to submit bids for the procurement of District construction and maintenance projects. Any Qualified Prospective Contractor desiring to submit a bid to provide work for the District must submit a properly completed Contractor's Prequalification Statement to the District Engineer for review and evaluation. **Submittal of the Contractor's Prequalification Statement shall occur prior to the bidding process.**

The District shall evaluate the Contractor's Prequalification Statement and based on the District's judgment of the information provided, shall issue in writing to the contractor, the District's rating as to the classification(s) of the Work and the maximum Bid dollar amount for which the Qualified Prospective Contractor can submit a Bid to the District.

A Qualified Prospective Contractor shall mean a prospective contractor which in the sole judgment of the District has the capability, in all respects, to perform fully the contract requirements, and the business integrity and reliability which will assure good faith performance. In determining the Qualified Prospective Contractor's qualifications, the following criteria will be considered:

- The ability, capacity, and skill of the contractor to perform the contract or provide the work required;
- Whether the contractor can perform the contract or provide the work promptly, or within the time specified, without delay or interference;
- The character, integrity, reputation, judgment, experience, and efficiency of the contractor;
- The quality of performance of previous contract or work. For example, the following information will be considered:
 - o The cost overrun incurred by owners on previous contracts with contractor;
 - o The contractor's compliance record with contract general conditions on other projects;
 - o The contractor's record for completion of the work within the Contract Time or within Contract Milestones and contractor's compliance with scheduling and coordination requirements on other projects;
 - o The quality, availability, and adaptability of the goods or work to the particular use required;
 - o The contractor's demonstrated cooperation with owners, architects, engineers, and others on previous contracts; and;
 - o Whether the work performed and materials furnished on other contracts were in accordance with the contract documents; and
 - o Whether contractor has performed previous work for an independent special district.
- The previous and existing compliance by the contractor with laws and ordinances relating to contracts or work;
- The sufficiency of the financial resources and ability of the contractor to perform the contract or provide the work;
- The ability of the contractor to fulfill its guarantee and warranty period;
- Such other information as may be secured by the Board having a bearing on the decision to award a contract to include, but not be limited to:
 - o The ability, experience, and commitment of the contractor to properly and reasonably plan, schedule, coordinate, and execute the work; and,

- o Whether the contractor has ever been debarred from bidding or found ineligible for bidding on any other projects.
- The District will make such inquiries and investigations as deemed necessary to verify and evaluate the applicant's statements regarding:
 - o The necessary organization and management including experience possessed by the applicant's employees;
 - o Adequate equipment, as shown on the equipment list, to perform normal operations for each class of work in the industry such as that called for in the contract documents in force at the time of application;

If herein required, or if requested by the District at any time after the conclusion of the initial pre-qualification process, the Qualified Prospective Contractor shall submit a certified financial statement(s) in a form acceptable to the District, prepared no later than the past 180 days, indicating current financial resources, current bonding capacity, liabilities, capital equipment, and past financial history performance. Based on this updated financial information, the District, in its sole discretion, may adjust the Qualified Prospective Contractor's Prequalification contract limits or deem the Qualified Prospective Contractor no longer qualified with respect to future District Public Infrastructure projects. In this instance, the Qualified Prospective Contractor acknowledges the right of the District to refuse acceptance of a bid from any Qualified Prospective Contractor who fails to submit to the District documentation that may be required by the District. In such a case, such bid shall be rejected as non-responsive.

Furthermore, a Qualified Prospective Contractor acknowledges the right of the District to determine a Qualified Prospective Contractor to be not qualified to submit a Bid in response to the District's Advertisement for Bids at the sole determination of the District for, but not necessarily limited to, any of the following specific reasons:

- Failure to submit a properly completed Contractor's Prequalification Statement in accordance with the above requirements;
- Failure of the Qualified Prospective Contractor's rating by the District as to classification of the Work and the maximum Bid dollar amount to meet the requirements of the Bid;
- Reason to believe that collusion exists among Bidders;
- Determination of lack of competency as may be revealed fby qualification statements, financial statements, experience records, or other sources;
- The Qualified Prospective Contractor's uncompleted work load which, in the judgment of the Board, may cause detrimental impact on timely completion of the project being bid; or
- The Qualified Prospective Contractor's Surety is unacceptable to District.
- Submission of excessive or unreasonable suggested modifications to the District's Standard Form of Construction or Maintenance Contract.

Any contractor submitting a Contractor's Prequalification Statement, which in its judgment is adversely affected by the District's rating as to the contractor's qualifications and wishes to protest such decision must file with the District a notice of protest in writing within seventy-two (72) hours (excluding Saturdays, Sundays and state holidays) after receipt of the notice of the District's ranking, and shall file a formal written protest within seven (7) days (including Saturdays, Sundays and state holidays) after the date of filing of the notice of protest. The formal written protest shall state with particularity facts and law upon which the protest is based. **Failure to timely file a notice of protest or failure to timely file a formal written protest shall constitute a waiver of all further proceedings under Florida law and the District's Rules of Procedure.** You may obtain a copy of the District's Rules of Procedure by contacting the District Manager's Office at 2501A Burns Road, Palm Beach Gardens, FL 33410.

AVE MARIA STEWARDSHIP COMMUNITY DISTRICT

**CONTRACTOR'S PREQUALIFICATION SUBMITTAL ANALYSIS
PUBLIC INFRASTRUCTURE CONSTRUCTION AND MAINTENANCE
SERVICES**

_____, 2023

Contractor: _____

CONTRACTOR'S PREQUALIFICATION SUBMITTAL ANALYSIS
AVE MARIA STEWARDSHIP COMMUNITY DISTRICT

- | | | | |
|-----|---|---|---|
| 1. | Were all sections of the application completed? | Y | N |
| 2. | Has the Bidder provided evidence of available bonding capacity of \$___ | Y | N |
| 3. | Has the Bidder constructed two similar projects valued @ \$_____or more | Y | N |
| 4. | Is the Bidder incorporated in the State of Florida? | Y | N |
| 5. | Is the Bidder in good standing with the Florida Department of State Division of Corporations? | Y | N |
| 6. | Date Incorporated _____ Charter No. _____ | | |
| 7. | If not Florida, what state is company incorporated? _____ | | |
| 8. | Is the Bidder in good standing with that State's Division of Corporations? | Y | N |
| 9. | Date Incorporated _____ Charter No. _____ | | |
| 10. | Is the Bidder a registered or licensed contractor with the State of Florida? | Y | N |
| 11. | Is the Bidder a registered or licensed Contractor with Collier County? | Y | N |
| 12. | Is the Bidder prequalified by the Florida Department of Transportation?
In what disciplines: _____

_____ | Y | N |
| | a. Has bidder ever been denied prequalification? | Y | N |
| | b. Has bidder ever been disqualified? | Y | N |
| 13. | Bidders Approved Bonding Capacity:
<ul style="list-style-type: none"> • Aggregate Limit: \$ _____ • Single Project Limit: \$ _____ • Total Currently Bonded: \$ _____ | | |
| 14. | Bidders total value of work: 2020 _____ 2021 _____ 2022 _____ | | |
| 15. | Does the Bidder have a local office to handle District work? | Y | N |
| 16. | Has Bidder performed work for other units of local government? | Y | N |
| 17. | What are the Bidder's current insurance limits?
General Liability \$ _____
Automobile Liability \$ _____
Workers Compensation \$ _____
Expiration Date _____ | | |

CONTRACTOR'S PREQUALIFICATION SUBMITTAL ANALYSIS
AVE MARIA STEWARDSHIP COMMUNITY DISTRICT

18.	Has the Bidder been cited by OSHA for any job site or company office/shop safety violations in the past two years?	Y	N
19.	Is the Bidder or any of its affiliates presently barred or suspended from bidding or contracting on any state or federal-aid contracts in any state?	Y	N
20.	Has the Bidder ever been debarred from bidding or found ineligible for bidding on any other projects?	Y	N
21.	Has the Bidder ever failed to complete any work awarded?	Y	N
22.	Does the Bidder have the ability, capacity, and skill to perform the District's work?	Y	N
23.	Has any officer or partner of the organization ever been an officer, partner, or owner of some other organization that has failed to complete a construction or maintenance contract? Y N		
24.	Has Bidder been involved in litigation recently?	Y	N
25.	Has the Company or any of its affiliates ever been disqualified or denied qualification by a governmental entity?	Y	N
26.	Has Bidder ever failed to complete a project on time?	Y	N
27.	Can the Bidder perform the District's work in a timely manner?	Y	N
28.	Will the Bidder's uncompleted work load, in the judgment of the District Prequalification Committee, cause detrimental impact on timely completion of District project?	Y	N
29.	Is the character, integrity, reputation, judgment, experience, and efficiency of the Bidder acceptable?	Y	N
30.	Is the Bidder's Surety acceptable to District?	Y	N
31.	In regard to the quality of performance of previous contract or work:		
	a. Were any cost overruns incurred by owners on previous contracts with this Bidder identified?	Y	N
	b. Does the Bidder have the necessary organization and management including construction or maintenance experience possessed by the applicant's employees?	Y	N
	c. Has the Bidder stated he has adequate equipment to perform normal construction or maintenance operations for each class of work for which prequalification is sought?	Y	N
32.	What areas of work does the Bidder qualify for? (See Attached Listing)_____		
33.	Was all financial information provided in this application and accompanying audited financial statements included?	Y	N

Attachments

1. Contractor Classification Listing

CONTRACTOR'S PREQUALIFICATION SUBMITTAL ANALYSIS
AVE MARIA STEWARDSHIP COMMUNITY DISTRICT
CONTRACTOR CLASSIFICATION LISTING

1. Excavation/Earthwork
2. Road Paving
3. Landscape
4. Irrigation
5. Hardscape
6. Street Lighting
7. Stormwater Management
8. Exotic Vegetation Removal
9. Lake and Littoral Maintenance

**Ave Maria Stewardship Community District
Expenditures
October 2022 through August 2023**

	<u>Oct '22 - Aug 23</u>	<u>22/23 Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Expenditures				
01-1130 · Payroll Tax Expense	520.20	612.00	-91.80	85.0%
01-1131 · Supervisor Fees	6,800.00	8,000.00	-1,200.00	85.0%
01-1310 · Engineering	74,238.50	55,000.00	19,238.50	134.98%
01-1311 · Management Fees	74,036.97	84,000.00	-9,963.03	88.14%
01-1313 · Website Management	2,374.97	2,500.00	-125.03	95.0%
01-1315 · Legal Fees	78,462.18	75,000.00	3,462.18	104.62%
01-1320 · Audit Fees	20,300.00	18,100.00	2,200.00	112.16%
01-1330 · Arbitrage Rebate Fee	3,250.00	3,250.00	0.00	100.0%
01-1441 · Travel & Lodging	5,453.82	4,000.00	1,453.82	136.35%
01-1450 · Insurance	39,973.00	37,000.00	2,973.00	108.04%
01-1480 · Legal Advertisements	8,439.48	8,000.00	439.48	105.49%
01-1512 · Miscellaneous	892.71	6,000.00	-5,107.29	14.88%
01-1513 · Postage and Delivery	2,790.96	2,000.00	790.96	139.55%
01-1514 · Office Supplies	5,444.14	3,500.00	1,944.14	155.55%
01-1540 · Dues, License & Subscriptions	175.00	500.00	-325.00	35.0%
01-1541 · Misc Filing, Notices, etc.	0.00	500.00	-500.00	0.0%
01-1733 · Trustee Fees	39,272.38	35,000.00	4,272.38	112.21%
01-1734 · Continuing Disclosure Fee	9,000.00	12,000.00	-3,000.00	75.0%
01-1735 · Assessment Roll	0.00	15,000.00	-15,000.00	0.0%
01-1801 · Landscaping - Miscellaneous	15,587.86	30,000.00	-14,412.14	51.96%
01-1808 · Irrigation Repair	141,165.92	95,000.00	46,165.92	148.6%
01-1813 · Storm Cleanup - Electric	0.00	25,000.00	-25,000.00	0.0%
01-1814 · Storm Cleanup	0.00	25,000.00	-25,000.00	0.0%
01-1815 · Miscellaneous Maintenance	102,038.10	50,000.00	52,038.10	204.08%
01-1816 · Electric-Streetlights,Landscape	108,360.06	85,000.00	23,360.06	127.48%
01-1817 · Maintenance Street Sweeping	0.00	1,000.00	-1,000.00	0.0%
01-1818 · Striping & Traffic Markings	133,400.70	100,000.00	33,400.70	133.4%
01-1819 · Street Light Maintenance	147,770.39	110,000.00	37,770.39	134.34%
01-1820 · Maint Sidewalk/Curb Repairs	171,312.37	150,000.00	21,312.37	114.21%
01-1830 · Maintenance Contracts	645,126.33	630,000.00	15,126.33	102.4%

**Ave Maria Stewardship Community District
Expenditures
October 2022 through August 2023**

	<u>Oct '22 - Aug 23</u>	<u>22/23 Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
01-1831 · Tree Trimming	123,463.42	146,000.00	-22,536.58	84.56%
01-1832 · Storm Cleanup - Landscaping	61,419.67	25,000.00	36,419.67	245.68%
01-1833 · Plant Replacement	164,456.53	90,000.00	74,456.53	182.73%
01-1834 · Mulch	157,348.40	140,000.00	17,348.40	112.39%
01-1838 · Water Management & Drain	3,300.00	4,000.00	-700.00	82.5%
01-1839 · Entry Feature/Near Well Water	6,904.19	4,500.00	2,404.19	153.43%
01-1840 · Maintenance Misc. Utilities	17.20	0.00	17.20	100.0%
01-1841 · Maintenance Irrigation Water	104,519.25	85,000.00	19,519.25	122.96%
01-1842 · Maint Fountain/Repair	76,948.52	25,000.00	51,948.52	307.79%
01-1843 · Maintenance Rodent Control	11,150.00	8,000.00	3,150.00	139.38%
01-1844 · Maint Equipment Repair	2,307.81	8,000.00	-5,692.19	28.85%
01-1845 · Maint Signage Repair	21,660.11	15,000.00	6,660.11	144.4%
01-1846 · Maint Storm Drain Cleaning	0.00	50,000.00	-50,000.00	0.0%
01-1847 · Mnt Drainage/Lke Mnt/Littorals	48,090.00	75,000.00	-26,910.00	64.12%
01-1848 · Maintenance Aerators	0.00	2,000.00	-2,000.00	0.0%
01-1850 · Maint-Preserve Maintenance	81,930.62	60,000.00	21,930.62	136.55%
01-1853 · Maintenance Small Tools	10,951.17	3,500.00	7,451.17	312.89%
01-1854 · Maint Miscellaneous Repairs	26,185.87	0.00	26,185.87	100.0%
01-1855 · Maint Vehicle Lease/Fuel/Repair	22,745.67	20,000.00	2,745.67	113.73%
01-1856 · Maint Mosquito Control	290,674.05	500,000.00	-209,325.95	58.14%
01-1858 · Maint Temp EMS/Fire Facility	80,000.00	90,000.00	-10,000.00	88.89%
01-1861 · Maint Office Utilities	621.71	0.00	621.71	100.0%
01-1862 · Maintenance Technicians	33,749.19	110,000.00	-76,250.81	30.68%
01-1863 · Maint Base Management Fee	19,670.63	20,000.00	-329.37	98.35%
01-1864 · Maintenance Admin Payroll	38,720.65	55,000.00	-16,279.35	70.4%
01-1867 · Asset Manager	0.00	50,000.00	-50,000.00	0.0%
01-1868 · Landscaping-Phase 2-Capital Prj	195,294.00	225,000.00	-29,706.00	86.8%
01-1869 · Field Operations	30,000.00	0.00	30,000.00	100.0%
01-1890 · Maint-Reserve Fund	0.00	27,500.00	-27,500.00	0.0%
01-1891 · Maint Contingency	10,100.00	15,000.00	-4,900.00	67.33%
Total Expenditures	3,458,414.70	3,524,462.00	-66,047.30	98.13%