



**SUNDANCE
COMMUNITY DEVELOPMENT
DISTRICT**

ST. LUCIE COUNTY

**REGULAR BOARD MEETING
& PUBLIC HEARING
JUNE 24, 2025
11:00 A.M.**

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

www.sundancecdd.org
561.630.4922 Telephone
877.SDS.4922 Toll Free
561.630.4923 Facsimile

AGENDA
SUNDANCE
COMMUNITY DEVELOPMENT DISTRICT
10807 SW Tradition Square
Port St. Lucie, Florida 34987
REGULAR BOARD MEETING & PUBLIC HEARING
June 24, 2025
11:00 A.M.
1 (800) 743-4099
Participant Passcode: 6317098

- A. Call to Order
- B. Proof of Publication.....Page 1
- 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. April 22, 2025 Regular Board Meeting Minutes.....Page 2
- G. Public Hearing
 - 1. Proof of Publication.....Page 4
 - 2. Receive Public Comments on Fiscal Year 2025/2026 Final Budget
 - 3. Consider Resolution No. 2025-02 – Adopting a Fiscal Year 2025/2026 Final Budget.....Page 5
- H. Old Business
- I. New Business
 - 1. Consider Resolution No. 2025-03 – Adopting Fiscal Year 2025/2026 Meeting Schedule....Page 11
 - 2. Consider Appointment of Audit Committee & Approval of Evaluation Criteria.....Page 13
- J. Administrative Matters
- K. Board Member Comments
- L. Adjourn



Florida

PO Box 631244 Cincinnati, OH 45263-1244

GANNETT

AFFIDAVIT OF PUBLICATION

Laura Archer
Sundance Community Development 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:	\$150.96	
Tax Amount:	\$0.00	
Payment Cost:	\$150.96	
Order No:	10647121	# of Copies:
Customer No:	1454076	1
PO #:	2024/2025 Meeting	

THIS IS NOT AN INVOICE!

Please do not use this form for payment remittance.

SUNDANCE COMMUNITY DEVELOPMENT DISTRICT FISCAL YEAR 2024/2025 MEETING SCHEDULE

The Board of Supervisors of the Sundance Community Development District (the "District") will hold their regular meetings ("Meetings") for Fiscal Year 2024/2025 at the offices of Special District Services, Inc. located at 10807 Tradition Square, Port St. Lucie, Florida 34987, at 11:00 a.m., unless otherwise indicated on the following dates:

October 22, 2024
November 26, 2024
December 17, 2024
January 28, 2025
February 25, 2025
March 25, 2025
April 22, 2025
May 27, 2025
June 24, 2025
July 22, 2025
August 26, 2025
September 23, 2025

The Meetings are open to the public and will be conducted in accordance with the provision of Florida law for community development districts. The Meetings may be continued to a date, time, and place to be specified on the record at the Meeting. A copy of the agenda for these Meetings may be obtained from Special District Services, Inc., 2501A Burns Rd., Palm Beach Gardens, Florida or by calling (772) 345-5119.

There may be occasions when one or more Supervisors or staff will participate by telephone. Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations at these Meetings because of a disability or physical impairment should contact the District Office at (813) 933-5571 at least 48 hours prior to the Meeting. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, or 1-800-955-8771 (TTY) / 1-800-955-8770 (Voice), for aid in contacting the District Office.

A person who decides to appeal any decision made at the Meetings with respect to any matter considered at the Meeting is advised that person will need a record of the proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based. Meetings may be cancelled from time to time without advertised notice.

District Manager
Sundance Community Development District
www.sundancecd.org
PUBLISH: ST. LUCIE NEWS
TRIBUNE 10/10/24
TCN10647121

KAITLYN FELTY
Notary Public
State of Wisconsin

**SUNDANCE COMMUNITY DEVELOPMENT DISTRICT
REGULAR BOARD MEETING
APRIL 22, 2025**

A. CALL TO ORDER

District Manager Stephanie Brown called the April 22, 2025, Regular Board Meeting of the Sundance Community Development District (the “District”) to order at 11:00 a.m. offices of Special District Services, Inc. located at 10807 SW Tradition Square, Port St. Lucie, Florida 34987.

B. PROOF OF PUBLICATION

Proof of publication was presented which showed that notice of the Regular Board Meeting had been published in *The Indian River Press Journal* on October 10, 2024, as legally required.

C. ESTABLISH QUORUM

A quorum was established with the following Supervisors in attendance:

Alexander Akel, Ersilia Moreno, and Horacio Moncada

Also in attendance were District Managers Stephanie Brown, and Frank Sakuma of Special District Services, Inc.; Attorney Wes Haber of Kutak Rock LLP (via phone).

D. ADDITIONS OR DELETIONS TO AGENDA

There were no additions or deletions to the agenda.

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

There were no public comments.

F. APPROVAL OF MINUTES

1. October 22, 2024, Regular Board Meeting

A **motion** was made by Mr. Alexander Akel, seconded by Ms. Ersilia Moreno approving the October 22, 2024, Regular Board Meeting Minutes, as presented. The **motion** passed unanimously.

G. OLD BUSINESS

There were no Old Business items to come before the Board.

H. NEW BUSINESS

1. Consider Ratification of Quit-Claim Deed

Mr. Akel made a **motion**, seconded by Mr. Moncado ratifying and approving the execution and recordation of the quit claim deed, as presented. The **motion** passed unanimously.

2. Consider Resolution No. 2025-01 Adopting Fiscal Year 2025/2026 Proposed Budget

Resolution No. 2025-01 was presented, entitled:

RESOLUTION NO. 2025-01

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE SUNDANCE COMMUNITY DEVELOPMENT DISTRICT APPROVING THE PROPOSED BUDGET FOR FISCAL YEAR 2025/2026 AND SETTING A PUBLIC HEARING THEREON PURSUANT TO FLORIDA LAW AND PROVIDING FOR AN EFFECTIVE DATE.

Mr. Akel made a **motion**, seconded by Mr. Moncada adopting Resolution 2025-01 Fiscal Year 2025/2026 Proposed Budget and setting the public hearing for June 24, 2025, as presented. The **motion** passed unanimously.

I. ADMINISTRATIVE MATTERS

Ms. Brown reminded the Board to file their Forms 1 by July 1st and to also complete the annually required ethics training by December 31, 2025. Ms. Brown will e-mail the Board a link for the Form 1 submittal and online ethics training.

J. BOARD MEMBER COMMENTS

There were no further Board Member comments.

K. ADJOURNMENT

There being no further business to come before the Board, a **motion** was made by Mr. Akel, seconded by Mr. Moncada adjourning the meeting at 11:05 a.m. There were no objections.

ATTESTED BY:

Secretary/Assistant Secretary

Chairperson/Vice-Chair

Publication Date
2025-06-04

Subcategory
Miscellaneous Notices

SUNDANCE COMMUNITY DEVELOPMENT DISTRICT

NOTICE OF PUBLIC HEARINGS TO CONSIDER THE ADOPTION OF THE FISCAL YEAR 2025/2026 BUDGET;
AND NOTICE OF REGULAR BOARD OF SUPERVISORS MEETING.

The Board of Supervisors (Board) of the Sundance Community Development District (District) will hold public hearings on June 24, 2025, at 11:00 a.m. at the offices of Special District Services, Inc. located at 10807 SW Tradition Square, Port St Lucie, Florida 34987 for the purpose of hearing comments and objections on the adoption of the budget of the District for the fiscal year beginning October 1, 2025, through September 30, 2026 (Fiscal Year 2025/2026). A regular board meeting of the District will also be held at that time where the Board may consider any other business that may properly come before it.

A copy of the agenda and proposed budget may be obtained at the offices of the District Manager, Special District Services, Inc., 2501A Burns Rd., Palm Beach Gardens, Florida 33410, (561) 630-4922 (District Managers Office), during normal business hours.

The public hearing and meeting are open to the public and will be conducted in accordance with the provisions of Florida law. The public hearing and meeting may be continued to a date, time, and place to be specified on the record at the meeting. There may be occasions when Board Supervisors or District Staff may participate by speaker telephone.

Any person requiring special accommodations at this meeting because of a disability or physical impairment should contact the District Managers Office at least forty-eight (48) hours prior to the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, or 1-800-955-8771 (TTY) / 1-800-955-8770 (Voice), for aid in contacting the District Managers Office.

Each person who decides to appeal any decision made by the Board with respect to any matter considered at the public hearing and/or meeting is advised that person will need a record of proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.

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

District Manager

SUNDANCE COMMUNITY DEVELOPMENT DISTRICT

www.sundancecdd.org

PUBLISH: ST. LUCIE NEWS TRIBUNE 06/04/25 & 06/11/25

TCN11355147

RESOLUTION 2025-02
[FY 2025/2026 APPROPRIATION RESOLUTION]

THE ANNUAL APPROPRIATION RESOLUTION OF THE SUNDANCE COMMUNITY DEVELOPMENT DISTRICT ("DISTRICT") RELATING TO THE ANNUAL APPROPRIATIONS AND ADOPTING THE BUDGET(S) FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2025, AND ENDING SEPTEMBER 30, 2026; AUTHORIZING BUDGET AMENDMENTS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, for the fiscal year beginning October 1, 2025, and ending September 30, 2026 ("**FY 2025/2026**"), the District Manager prepared and submitted to the Board of Supervisors ("**Board**") of the Sundance Community Development District ("**District**") prior to June 15, 2025, proposed budget(s) ("**Proposed Budget**") along with an explanatory and complete financial plan for each fund of the District, pursuant to the provisions of Section 190.008(2)(a), *Florida Statutes*; and

WHEREAS, at least sixty (60) days prior to the adoption of the Proposed Budget, the District filed a copy of the Proposed Budget with the local general-purpose government(s) having jurisdiction over the area included in the District pursuant to the provisions of Section 190.008(2)(b), *Florida Statutes*; and

WHEREAS, the Board set a public hearing on the Proposed Budget and caused notice of such public hearing to be given by publication pursuant to Section 190.008(2)(a), *Florida Statutes*; and

WHEREAS, the District Manager posted the Proposed Budget on the District's website in accordance with Section 189.016, *Florida Statutes*; and

WHEREAS, Section 190.008(2)(a), *Florida Statutes*, requires that, prior to October 1st of each year, the Board, by passage of the Annual Appropriation Resolution, shall adopt a budget for the ensuing fiscal year and appropriate such sums of money as the Board deems necessary to defray all expenditures of the District during the ensuing fiscal year.

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

SECTION 1. BUDGET

- a. The Proposed Budget, attached hereto as **Exhibit A**, as amended by the Board, is hereby adopted in accordance with the provisions of Section 190.008(2)(a), *Florida Statutes* ("**Adopted Budget**"), and incorporated herein by reference; provided, however, that the comparative figures contained in the Adopted Budget may be subsequently revised as deemed necessary by the District Manager to reflect actual revenues and expenditures.
- b. The Adopted Budget, as amended, shall be maintained in the office of the District Manager and at the District's Local Records Office and identified as "The Budget for the Sundance Community Development District for the Fiscal Year Ending September 30, 2026."

- c. The Adopted Budget shall be posted by the District Manager on the District's official website in accordance with Section 189.016, *Florida Statutes* and shall remain on the website for at least two (2) years.

SECTION 2. APPROPRIATIONS

There is hereby appropriated out of the revenues of the District, for FY 2025/2026, the sum(s) set forth in **Exhibit A** to be raised by the levy of assessments and/or otherwise, which sum is deemed by the Board to be necessary to defray all expenditures of the District during said budget year, to be divided and appropriated as set forth in **Exhibit A**.

SECTION 3. BUDGET AMENDMENTS

Pursuant to Section 189.016, *Florida Statutes*, the District at any time within FY 2025/2026 or within 60 days following the end of the FY 2025 may amend its Adopted Budget for that fiscal year as follows:

- a. A line-item appropriation for expenditures within a fund may be decreased or increased by motion of the Board recorded in the minutes, and approving the expenditure, if the total appropriations of the fund do not increase.
- b. The District Manager or Treasurer may approve an expenditure that would increase or decrease a line-item appropriation for expenditures within a fund if the total appropriations of the fund do not increase and if either (i) the aggregate change in the original appropriation item does not exceed the greater of \$15,000 or 15% of the original appropriation, or (ii) such expenditure is authorized by separate disbursement or spending resolution.
- c. Any other budget amendments shall be adopted by resolution and consistent with Florida law. The District Manager or Treasurer must ensure that any amendments to the budget under this paragraph c. are posted on the District's website in accordance with Section 189.016, *Florida Statutes*, and remain on the website for at least two (2) years.

SECTION 4. EFFECTIVE DATE. This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED THIS 24th DAY OF June, 2025.

ATTEST:

**SUNDANCE COMMUNITY DEVELOPMENT
DISTRICT**

Secretary / Assistant Secretary

Chair/Vice Chair, Board of Supervisors

Exhibit A: FY 2025/2026 Budget

Sundance
Community Development District

**Final Budget For
Fiscal Year 2025/2026
October 1, 2025 - September 30, 2026**

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- II DETAILED FINAL BUDGET**

DETAILED FINAL BUDGET
SUNDANCE COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2025/2026
OCTOBER 1, 2025 - SEPTEMBER 30, 2026

	FISCAL YEAR 2025/2026 BUDGET
REVENUES	
O&M Assessments	0
Developer Contribution	79,625
Debt Assessments	0
Interest Income	0
TOTAL REVENUES	\$ 79,625
EXPENDITURES	
Administrative Expenditures	
Supervisor Fees	0
Management	24,000
Legal	15,000
Assessment Roll	5,000
Audit Fees	4,000
Arbitrage Rebate Fee	650
Insurance	5,500
Legal Advertisements	15,000
Miscellaneous	1,500
Postage	300
Office Supplies	1,500
Dues & Subscriptions	175
Trustee Fees	4,000
Continuing Disclosure Fee	1,000
Total Administrative Expenditures	\$ 77,625
Maintenance Expenditures	
Engineering/Inspections	2,000
Miscellaneous Maintenance	0
Total Maintenance Expenditures	\$ 2,000
TOTAL EXPENDITURES	\$ 79,625
REVENUES LESS EXPENDITURES	\$ -
Bond Payments	0
BALANCE	\$ -
County Appraiser & Tax Collector Fee	0
Discounts For Early Payments	0
EXCESS/ (SHORTFALL)	\$ -

DETAILED FINAL BUDGET
SUNDANCE COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2025/2026
OCTOBER 1, 2025 - SEPTEMBER 30, 2026

	FISCAL YEAR 2023/2024 ACTUAL	FISCAL YEAR 2024/2025 BUDGET	FISCAL YEAR 2025/2026 BUDGET	COMMENTS
REVENUES				
O&M Assessments	0	0	0	
Developer Contribution	25,957	72,625	79,625	Developer Contribution
Debt Assessments	0	0	0	
Interest Income	0	0	0	
TOTAL REVENUES	\$ 25,957	\$ 72,625	\$ 79,625	
EXPENDITURES				
Administrative Expenditures				
Supervisor Fees	0	0	0	
Management	6,000	24,000	24,000	\$2,000 X 12 Months
Legal	16,604	7,500	15,000	
Assessment Roll	0	5,000	5,000	Will Commence In Fiscal Year Following Issuing Of Bond
Audit Fees	0	4,000	4,000	Will Commence In Fiscal Year 2025/2026 - For 2024/2025 Audit
Arbitrage Rebate Fee	0	650	650	Will Commence In Fiscal Year Following Issuing Of Bond
Insurance	1,507	6,000	5,500	FY 2024/2025 Expenditure Was \$5,000
Legal Advertisements	2,320	15,000	15,000	
Miscellaneous	47	1,500	1,500	
Postage	130	300	300	
Office Supplies	773	1,500	1,500	
Dues & Subscriptions	100	175	175	Annual Fee Due Department Of Economic Opportunity
Trustee Fees	0	4,000	4,000	Will Commence In Fiscal Year Following Issuing Of Bond
Continuing Disclosure Fee	0	1,000	1,000	Will Commence In Fiscal Year Following Issuing Of Bond
Total Administrative Expenditures	\$ 27,481	\$ 70,625	\$ 77,625	
Maintenance Expenditures				
Engineering/Inspections	0	2,000	2,000	Engineers Report To Be Included In Bond Cost Of Issuance
Miscellaneous Maintenance	0	0	0	
Total Maintenance Expenditures	\$ -	\$ 2,000	\$ 2,000	
TOTAL EXPENDITURES	\$ 27,481	\$ 72,625	\$ 79,625	
REVENUES LESS EXPENDITURES	\$ (1,524)	\$ -	\$ -	
Bond Payments	0	0	0	
BALANCE	\$ (1,524)	\$ -	\$ -	
County Appraiser & Tax Collector Fee	0	0	0	
Discounts For Early Payments	0	0	0	
EXCESS/ (SHORTFALL)	\$ (1,524)	\$ -	\$ -	

RESOLUTION 2025-03

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE
SUNDANCE COMMUNITY DEVELOPMENT DISTRICT ADOPTING
THE ANNUAL MEETING SCHEDULE FOR FISCAL YEAR 2025/2026
AND PROVIDING FOR AN EFFECTIVE DATE.**

WHEREAS, the Sundance Community Development District (“**District**”) is a local unit of special-purpose government created and existing pursuant to Chapter 190, *Florida Statutes*, and situated entirely within St. Lucie County, Florida; and

WHEREAS, the District is required by Section 189.015, *Florida Statutes*, to file quarterly, semi-annually, or annually a schedule (including date, time, and location) of its regular meetings with local governing authorities; and

WHEREAS, further, in accordance with the above-referenced statute, the District shall also publish quarterly, semi-annually, or annually the District’s regular meeting schedule in a newspaper of general paid circulation in the county in which the District is located.

WHEREAS, the Board desires to adopt the Fiscal Year 2025/2026 annual meeting schedule attached as **Exhibit A**.

**NOW THEREFORE BE IT RESOLVED BY THE BOARD OF
SUPERVISORS OF THE SUNDANCE COMMUNITY DEVELOPMENT
DISTRICT:**

1. The Fiscal Year 2025/2026 annual meeting schedule attached hereto and incorporated by reference herein as **Exhibit A** is hereby approved and shall be published in accordance with the requirements of Florida law and also provided to applicable governing authorities.

2. This Resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED this 24th day of June, 2025.

ATTEST:

**SUNDANCE COMMUNITY
DEVELOPMENT DISTRICT**

Secretary

Chairman, Board of Supervisors

Exhibit A: Fiscal Year 2025/2026 Annual Meeting Schedule

SUNDANCE COMMUNITY DEVELOPMENT DISTRICT FISCAL YEAR 2025/2026 MEETING SCHEDULE

The Board of Supervisors of the Sundance Community Development District (the "District") will hold their regular meetings ("Meetings") for Fiscal Year 2025/2026 at the offices of Special District Services, Inc. located at 10807 Tradition Square, Port St. Lucie, Florida 34987, at 11:00 a.m., unless otherwise indicated on the following dates:

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January 27, 2026
February 24, 2026
March 24, 2026
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Meetings may be cancelled from time to time without advertised notice.

District Manager

Sundance Community Development District

www.sundancecdd.org

PUBLISH: ST. LUCIE NEWS TRIBUNE

**SUNDANCE COMMUNITY DEVELOPMENT 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)
St. Lucie County, Florida**

**SUNDANCE COMMUNITY DEVELOPMENT DISTRICT
AUDITOR SELECTION INSTRUCTIONS TO PROPOSERS**

SECTION 1. DUE DATE. Sealed proposals must be received no later than August 19, 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 – Sundance Community Development 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.

**SUNDANCE COMMUNITY DEVELOPMENT 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.