

**FIDDLER'S CREEK  
COMMUNITY DEVELOPMENT  
DISTRICT #1**

**REGULAR MEETING  
AGENDA**

**December 7, 2016**

# Fiddler's Creek Community Development District #1

2300 Glades Road, Suite 410W • Boca Raton, Florida 33431

Phone: (561) 571-0010 • Fax: (561) 571-0013 • Toll-free: (877) 276-0889

November 29, 2016

## ATTENDEES:

Please identify yourself each time you speak to facilitate accurate transcription of meeting minutes.

Board of Supervisors

Fiddler's Creek Community Development District #1

Dear Board Members:

The Board of Supervisors of the Fiddler's Creek Community Development District #1 will hold a Regular Meeting on **Wednesday, December 7, 2016 at 8:00 a.m.**, at the **Fiddler's Creek Club and Spa, 3470 Club Center Boulevard, Naples, Florida 34114**. The agenda is as follows:

1. Call to Order/Roll Call
2. Public Comments: Non-Agenda Items (*3 minutes per speaker*)
3. Administration of Oath of Office to Newly Elected Supervisors: **Joseph Schmitt, SEAT 3, Robert Slater, SEAT 4 and Phillip Brougham, SEAT 5** (*the following to be provided in a separate package*)
  - A. Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employees
  - B. Membership, Obligations and Responsibilities
  - C. Financial Disclosure Forms
    - i. Form 1: Statement of Financial Interests
    - ii. Form 1X: Amendment to Form 1, Statement of Financial Interests
    - iii. Form 1F: Final Statement of Financial Interests
  - D. Form 8B, Memorandum of Voting Conflict
4. Consideration of **Resolution 2017-2**, Electing Officers
5. Special Counsel Update
6. Developer's Report
7. Engineer's Report
8. Consideration of Award of Contract: Landscape Maintenance

9. Staff Reports
  - A. District Counsel
  - B. District Manager
    - i. **NEXT MEETING DATE: January 25, 2017 at 8:00 A.M.**
  - C. Operations Manager
10. Supervisors' Requests
11. Public Comments
12. Adjournment

Should you have any questions, please do not hesitate to contact me directly at 239-464-7114.

Sincerely,



Chesley E. Adams, Jr.  
District Manager

**RESOLUTION 2017-2**

**A RESOLUTION ELECTING THE OFFICERS OF THE  
FIDDLER’S CREEK COMMUNITY DEVELOPMENT  
DISTRICT #1, COLLIER COUNTY, FLORIDA**

WHEREAS, the Fiddler’s Creek Community Development District #1 was notified of the results of the General Election held on November 8, 2016 for Seats 3, 4 and 5; and

WHEREAS, the Board of Supervisors of the Fiddler’s Creek Community Development District #1 desires to elect the below recited person(s) to the offices specified.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE FIDDLER’S CREEK COMMUNITY DEVELOPMENT DISTRICT #1:

1. The following persons are elected to the offices shown:

Chair	_____
Vice Chair	_____
Secretary	<u>Chuck Adams</u>
Treasurer	<u>Craig Wrathell</u>
Assistant Secretary	_____
Assistant Secretary	_____
Assistant Secretary	_____
Assistant Secretary	<u>Craig Wrathell</u>

PASSED AND ADOPTED this 7<sup>th</sup> day of December, 2016.

\_\_\_\_\_  
Chair/Vice Chair

\_\_\_\_\_  
Secretary/Assistant Secretary



**Wrathell, Hunt and Associates, LLC**

TO: Fiddlers Creek CDD #1 - Board of Supervisors  
FROM: Cleo Crismond – Assistant Regional Manager  
DATE: December 7, 2016  
SUBJECT: Consideration of Award of Contract – Landscape Maintenance

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Staff recently requested bids for the District’s landscape maintenance program. Fifteen landscape companies were invited to attend the pre-bid meeting, with five companies requesting packages and attending the mandatory pre-bid meeting; and two companies submitting bids. Note that Superior Landscape submitted a bid however it was not received at the time of bid opening, therefore was returned.

From review of their submittals, both companies appear to be qualified and capable of meeting the scope of services required under the contract.

As is typical with the District’s contracts, this is a one year contract with a second year option to renew, at the sole discretion of the District’s. The financial tabulation is as follows:

<b>Company</b>	<b>1<sup>st</sup> Year Price:</b>	<b>2<sup>nd</sup> Year Price:</b>
• Landcare USA, LLC	\$845,000.00	\$878,000.00
• Girard Environmental	\$832,812.00	\$832,812.00

Landcare, your current contractor, has held the contract consecutively for the past eight years. Their current performance has greatly improved over the past several months; however there have been times that they have not provided the level of service the District has grown accustomed to. Their response to maintenance request has improved significantly since assigning Alfredo Molina full time to this project.

Landcare currently manages Island Walk with a contract value of \$1.1 Million as well as Verona Walk with a contract value of \$1.7 Million. Their bid submittal has not increased from the current contract price for the first year. Their second year option has an increase of \$33K.

Girard Environmental Services has numerous offices throughout the state of Florida however has limited presence in the Collier and Lee County area. Their submitted Client list in this area includes the Brooks CDD located in Bonita Springs with a contract value of \$553,699.21. (Contract value just increased to \$738K). Note that their contract was not renewed with this District and are no longer servicing the property. Two properties located in Orlando Florida

include Celebration CDD with a contract value of \$1.1 Million and Heathrow with a contract value of \$700,000.00. Management would like to point out that Girard Environmental Services failed to submit their evidence that all the subcontractors he proposes to use hold all valid necessary state, county, and local licenses or certificates of competency covering all operations of said subcontractors. As required under section 3.14 Award of Contract Section C.1.f.

For Fiscal Year 2016/17, the District has budgeted \$900,000 to cover the costs of this landscape maintenance contract. The current contract price is \$845,000.00

The District Reserves the right to accept or reject any and all bids, to waive irregularities, technical errors and formalities, and to award the contract as it deems will best serve the interest of the Districts.

As stated in the District's Rules: The lowest, most responsive, responsible and best bid or proposal deemed to be the most advantageous to the District, as appropriate, shall be accepted. "Lowest, most responsive, responsible and best bid or proposal" means, in the sole discretion of the Board, the lowest cost bid or proposal that is: (A) submitted by a competent, responsible person or firm capable and qualified in all respects to perform fully the contract requirements, with the integrity and reliability, to insure full performance and timely completion; and (B) most responsive to the invitation to bid or request for proposals, as determined by the Board. *Minor variations in the bid may be waived by the Board.* Bids and proposals may not be modified after opening.

If you should have any questions or require additional information, please contact me at (239) 989-2939.

**Fiddlers Creek CDD #1  
Bid Analysis - December 2016**

<u>Company Name:</u>	<u>Qualifying Description:</u> (Section 3.07)	<u>Comments:</u>
	vi.) Subcontractor Qualifications	Not provided.
<b>Landcare USA, LLC</b>	1. Use of Provided Submittal Form/Bid Surety	Yes - Bid Bond
	2. Submitted in Sealed Envelope	Yes
	3. Subcontractor Letter & Qualifications	Yes - Anchor Tree (tree trimming) & PowerX (Pest and Fertilization) & Southeast Spreading (mulch)
	4. i.) Proof of Place of Business	Yes - Collier County
	ii.) Adequate Resources	Yes - Equipment List provided upon request
	iii.) Suitable Financial Backing	Yes - Bank & Credit References Submitted
	iv.) References of Similar size Scope	Yes - Island Walk & Verona Walk in Naples
	v.) Licenses, Cert.	Yes
	vi.) Subcontractor Qualifications	Yes
<b>Girard Environmental Services</b>	1. Use of Provided Submittal Form/Bid Surety	Yes- Bid Bond
	2. Submitted in Sealed Envelope	Yes
	3. Subcontractor Letter & Qualifications	No
	4. i.) Proof of Place of Business	Yes - Lee County
	ii.) Adequate Resources	Yes - Equipment List Provided
	iii.) Suitable Financial Backing	Yes - Financial Statement; Bank & Credit References Submitted
	iv.) References of Similar size Scope	Yes - Celebration CDD & Heathrow - Orlando
	v.) Licenses, Cert.	Pesticide License submitted expired 10/31/16. No Arborist License Submitted.
	vi.) Subcontractor Qualifications	Not Provided

**FINANCIAL SUMMARY**

<b>Contractor:</b>	<b>1st Year:</b>	<b>2nd Year:</b>
TruGreen Landcare	\$845,000.00	\$878,000.00
Girard Environmental	\$832,812.00	\$832,812.00