



# ALACHUA COUNTY

## Budget and Fiscal Services

### Procurement

Larry M. Sapp, CPPB  
Procurement Manager

Darryl R. Kight, CPPB  
Procurement Supervisor

September 16, 2022

#### MEMORANDUM

**TO:** Larry M. Sapp, CPPB, Procurement Manager

**VIA:** Darryl R. Kight, CPPB, Procurement Supervisor Darryl Kight (Sep 16, 2022 11:22 EDT)

**FROM:** Markisha Boykin, Procurement Agent II *Markisha Boykin*

**SUBJECT: INTENT TO AWARD**  
**ITB 23-20 Annual Horse Stall Cleaning for Alachua County Agriculture and Equestrian Center**

Release Date: August 10, 2022  
Bid Unsealed: 2:00 PM, Wednesday, August 31, 2022  
Notifications View Count: 186 Vendors  
Downloaded By: 12 Vendors  
Proposers Submissions: 1 Vendors

#### Vendors

Blackham Contracting Group, LLC  
Gainesville, FL 32606

#### RECOMMENDATION

The above solicitation be awarded to Blackham Contracting Group, LLC, as the lowest responsible and responsive bidder meeting specifications.

The actual bid award is subject to the appropriate signature authority identified in the Procurement Code.

*Larry M. Sapp*

Larry M. Sapp (Sep 16, 2022 12:50 EDT)

Approved  
Larry M. Sapp, CPM, CPPB  
Procurement Manager

Sep 16, 2022

Date

Disapproved  
Larry M. Sapp, CPM, CPPB  
Procurement Manager

LS/MB/mm

1.1 **Vendor Complaints or Grievances; Right to Protest**

Unless otherwise governed by state or Federal law, this Part shall govern the protest and appeal of Procurement decisions by the County. The term "Bidder" includes any Person that responds to any type of Solicitation issued by the County (e.g., ITB, RFP, ITN), and is not limited solely to a Person that submits a bid in response to an Invitation to Bid (ITB).

1.1.1 **Notice of Solicitations and Awards**

The County Shall provide notice of all Solicitations and Awards by Electronic posting in accordance with the Procedures, unless a different method is required by the Florida Statutes, in which case the County Shall provide notice in accordance with the requirement of the Florida Statutes.

1.1.2 **Solicitation Protest**

Any prospective Bidder may file a Solicitation Protest concerning a Solicitation.

1.1.2.1 Basis of the Solicitation Protest: The alleged basis for a Solicitation Protest shall be limited to the following:

1.1.2.1.1 The Solicitation is inconsistent with this the Alachua County Procurement Code or the requirements of applicable Florida Statutes;

1.1.2.1.2 The terms, conditions or Specifications of the Solicitation are in violation of, or are inconsistent with, applicable laws, Regulations, Procedures, policies or other legal authorities governing the Solicitation, including but not limited to the method of evaluating, ranking or awarding of the Solicitation, reserving rights of further negotiations, or modifying or amending any resulting Contract; and

1.1.2.1.3 The Solicitation instructions are unclear or contradictory.

1.1.3 **Timing and Content of the Solicitation Protest**

The Solicitation protest must be in writing and provide all content in accordance with the Alachua County Code, Chapter 22 "Procurement", Article 9 "Legal and Contractual Remedies" and must be received by the Procurement Manager by no later than 3:00 PM on the fourth business day after the solicitation was posted by the County. Failure to timely file a solicitation protest shall constitute a total and complete waiver of the bidder's right to protest or appeal any solicitation defects, and shall bar the bidder from subsequently raising such solicitation defects in any subsequent Award protest, if any, or any other administrative or legal proceeding.

1.1.4 **Award Protest**

Any Bidder who is not the intended awardee and who claims to be the rightful awardee may file an Award Protest. However, an Award Protest is not valid and shall be rejected for lack of standing if it does not demonstrate that the protesting party would be awarded the Solicitation if its protest is upheld.

1.1.5 **Basis of the Award Protest**

The alleged basis for an Award Protest shall be limited to the following:

1.1.5.1 The protesting party was incorrectly deemed non-responsive due to an incorrect assessment of fact or law;

1.1.5.2 The County failed to substantively follow the Procedures or requirements specified in the Solicitation documents, except for minor irregularities that were waived by the County in accordance with this Alachua County Procurement Code, which resulted in a competitive disadvantage to the protesting party; and

1.1.5.3 The County made an identifiable mathematical or other errors in evaluating the responses to the Solicitation, resulting in an incorrect score and not protesting party not being selected for award.

1.1.6 **Timing and Content of the Award Protest**

The Award Protest must be in writing and provide all content in accordance with the Alachua County Code, Chapter 22 “Procurement”, Article 9 “Legal and Contractual Remedies” and must be received by the Procurement Manager at [lsapp@alachuacounty.us](mailto:lsapp@alachuacounty.us) no later than 3:00 PM on the fourth Business day after this Proposed Award Decision was posted by the County. Failure to timely file an Award Protest shall constitute a total and complete waiver of the Bidder’s right to protest or appeal the County’s proposed Award decision in any administrative or legal proceeding.

1.1.7 **Burden of Proof**

Unless otherwise provided by Florida law, the burden of proof shall rest with the protesting party.

1.1.8 **Stay of Procurement during Protests**

In the event of a timely protest, the County shall not proceed further with the Solicitation or with the award of the Contract until the County Manager, after consultation with the head of the Using Agency, makes a written determination that the award of the Solicitation without delay is:

1.1.8.1 necessary to avoid an immediate and serious danger to the public health, safety, or welfare;

1.1.8.2 necessary to avoid or substantial reduce significant damage to County property;

1.1.8.3 necessary to avoid or substantially reduce interruption of essential County Services; or; otherwise in the best interest of the public.



## **Alachua County Visitors and Convention Bureau**

September 15, 2022

### **MEMORANDUM**

To: Markisha Boykin, Procurement Agent

From: Jessica Hurov, Tourist Development Manager *JH*

Via: Gina Peebles, Chief of Staff, Assistant County Manager *Gina Peebles*

**SUBJECT: Recommendation to Award of Bid 23-20 Annual Horse Stall Cleaning for Alachua County Agriculture and Equestrian Center to Blackham Contracting Group, LLC**

Blackham Contracting Group, LLC provides Stall Cleaning at the Alachua County Equestrian Center. The Blackham Contracting Group has offered a negotiated price of \$39 per 12'x12' stall for cleaning, removing, hauling and disposing of the contents of the stalls at the Alachua County Equestrian Center.

Blackham Contracting Group was the only responsive bidder for Bid 23-20 Annual Horse Stall Cleaning for Alachua County Agriculture and Equestrian Center

We request that we notify Mr. Blackham that his offer of \$39 per 12'x12' stall and \$24 per 10'x10' stall has been accepted.

Thank you for your consideration.


# 23-20 Recommendation Memo Annual\_Horse\_Stall\_Cleaning\_for\_Alachua\_County\_Agriculture\_and\_Equestrian\_Center


Final Audit Report


2022-09-16

Created:	2022-09-16
By:	Markisha Boykin (MBOYKIN@ALACHUACOUNTY.US)
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## "23-20 Recommendation Memo Annual\_Horse\_Stall\_Cleaning\_for\_Alachua\_County\_Agriculture\_and\_Equestrian\_Center" History

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Alachua County, Florida  
**Procurement**  
Larry M. Sapp, Procurement Manager  
County Administration Building, Gainesville, FL 32601

**EVALUATION TABULATION**

ITB No. ITB 23-20 MB

Annual Horse Stall Cleaning for Alachua County Agriculture and Equestrian Center

RESPONSE DEADLINE: August 31, 2022 at 2:00 pm

Report Generated: Wednesday, August 31, 2022

**SELECTED VENDOR TOTALS**

Vendor	Total
Blackham Contracting Group, LLC	\$9,192.00

**STALL CLEANING**

					Blackham Contracting Group, LLC	
Selected	Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total
X	1	Price for each 12' x 12' horse stall (maximum of 200) – Pricing should be all-inclusive (cleaning stalls and emptying muck bins, transporting muck off property, and legally disposing of muck)	200	Per Stall	\$45.00	\$9,000.00
X	2	Price for each 10' x 10' horse stall (maximum of 8) – Pricing should be all-inclusive (cleaning stalls and emptying muck bins, transporting muck off property, and legally disposing of muck)	8	Per Stall	\$24.00	\$192.00
Total						\$9,192.00

**ADDITIONAL SERVICES**

## EVALUATION TABULATION

ITB No. ITB 23-20 MB

Annual Horse Stall Cleaning for Alachua County Agriculture and Equestrian Center

					Blackham Contracting Group, LLC	
Selected	Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total
	3	Price for ~2.5' high by 8.5' wide by 18' long - includes emptying muck bins and disposal of the muck.	4	Per Bin	\$590.00	\$2,360.00
	4	<b>Price for ~2.5' high by 8.5' wide by 12' long</b> - include emptying muck bins and disposal of the muck.	2	Per Bin	\$476.00	\$952.00
Total						\$0.00

## VENDOR QUESTIONNAIRE PASS/FAIL

Question Title	Blackham Contracting Group, LLC	Network Craze
Submittal Confirmation	Pass	No Response
Corporate Resolution Granting Signing	Pass	No Response
State Compliance	Pass	No Response
Public Record Trade Secret or Proprietary Confidential Business Information Exemption Request	Pass	No Response
Public Record Trade Secret or Proprietary Confidential Business Information Exemption Request	Pass	No Response
Public Record Trade Secret or Proprietary Confidential Business Information Exemption Request	No Response	No Response
Option 1: Company is an Alachua County Certified Small Business Enterprise.	Pass	No Response

## EVALUATION TABULATION

Invitation To Bid - Annual Horse Stall Cleaning for Alachua County Agriculture and Equestrian Center

## EVALUATION TABULATION

ITB No. ITB 23-20 MB

Annual Horse Stall Cleaning for Alachua County Agriculture and Equestrian Center

Question Title	Blackham Contracting Group, LLC	Network Craze
Option 2: I certify that our Company will perform ALL work and that no subcontractors will be utilized for this bid.	Pass	No Response
Option 3: SBE Participation.	Pass	No Response
Option 4: SBE Good Faith Effort.	Pass	No Response
Alachua County Government Minimum Wage (GMW)	Pass	No Response
DRUG FREE WORKPLACE	Pass	No Response
State Compliance	Pass	No Response
Vendor Eligibility	Pass	No Response
List all subcontractor's being utilized on this BID, (NON-SBE) IF no sub contractor are being utilized respond N/A	Pass	No Response
Responsible Agent	Pass	No Response
Number of years in this type of service?	Pass	No Response
Number of years licensed in Alachua County?	Pass	No Response
How many employees "ON THE JOB" each week?	Pass	No Response
Number of employees "ON CALL" each week?	Pass	No Response
Major Equipment	Pass	No Response
Do you currently hold any municipality contracts?	Pass	No Response
If you indicated yes to holding municipality contracts please list them below:	Pass	No Response
References	Pass	No Response
Are your employees screened by:	Pass	No Response
Cancelled or Termination	Pass	No Response

## EVALUATION TABULATION

Invitation To Bid - Annual Horse Stall Cleaning for Alachua County Agriculture and Equestrian Center



## EVALUATION TABULATION

ITB No. ITB 23-20 MB

Annual Horse Stall Cleaning for Alachua County Agriculture and Equestrian Center

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Question Title	Blackham Contracting Group, LLC	Network Craze
Cancellation and Termination	No Response	No Response
What constitutes your normal business days and working hours?	Pass	No Response
Describe below, your firm's operational plan for providing the services under this agreement?	Pass	No Response
Did you review and complete all the required documents and attachments?	Pass	No Response
Do you acknowledge all Addendum(s) issued with this solicitation?	Pass	No Response
Conflict of Interest	Pass	No Response
Have you included a dump ticket or invoice?	Pass	No Response

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EVALUATION TABULATION

Invitation To Bid - Annual Horse Stall Cleaning for Alachua County Agriculture and Equestrian Center










# ITA 23-20 Annual Horse Stall Cleaning for Alachua County Agriculture and Equestrian Center

Final Audit Report

2022-09-16

Created:	2022-09-16
By:	Mandy Mullins (mmmullins@alachuacounty.us)
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## "ITA 23-20 Annual Horse Stall Cleaning for Alachua County Agriculture and Equestrian Center" History

-  Document created by Mandy Mullins (mmmullins@alachuacounty.us)  
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-  Email viewed by lsapp@alachuacounty.us  
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 Signer lsapp@alachuacounty.us entered name at signing as Larry M. Sapp

2022-09-16 - 4:50:21 PM GMT- IP address: 149.19.43.13

 Document e-signed by Larry M. Sapp (lsapp@alachuacounty.us)

Signature Date: 2022-09-16 - 4:50:23 PM GMT - Time Source: server- IP address: 149.19.43.13

 Agreement completed.

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