



# ALACHUA COUNTY

## Budget and Fiscal Services

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### Procurement

Theodore "TJ" White, Jr. CPPB  
Procurement Manager

Thomas J. Rouse  
Contracts Supervisor

April 29, 2024

### MEMORANDUM

**To:** Theodore "TJ" White, Jr. CPPB, Procurement Manager

**From:** Leira Cruz Cáliz, NIGP-CPP, CPPB, Procurement Agent III *L. Cruz*

**SUBJECT: INTENT TO AWARD**  
**RFP 24-465-LC Program Manager Services for Alachua County's Fresh Food Pathways Program**

<u>Solicitation Deadline:</u>	2:00 PM, Wednesday, April 10, 2024
<u>Solicitation Notifications View Count:</u>	1344 Vendors
<u>Solicitation Downloads:</u>	26 Vendors
<u>Solicitation Submissions:</u>	3 Vendors

### Vendors:

Food Works Group, LLC  
Washington, DC 20011

New Venture Advisors  
Chicago, IL 60614

SLIICK Garden Corporation  
Gainesville, FL 32601

**RECOMMENDATION:**

The board approves the Evaluation Committee’s award ranking below for RFP 24-465-LC Program Manager Services for Alachua County's Fresh Food Pathways Program

1. New Venture Advisors
2. Food Works Group, LLC
3. Slick Garden Corporation

Approve the above ranking and authorize staff to negotiate an agreement with the top ranked firm. Should the staff be unable to negotiate a satisfactory agreement with the top-ranked firm, negotiations with the unsuccessful firm will be terminated. Negotiations with the second-ranked firm may be undertaken in the same manner in order of ranking until an agreement is reached, and so forth.

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

*fwj*  
\_\_\_\_\_  
Approved  
Theodore “TJ” White, Jr., CPPB  
Procurement Manager

Apr 29, 2024  
\_\_\_\_\_  
Date

\_\_\_\_\_  
Disapproved  
Theodore “TJ” White, Jr., CPPB  
Procurement Manager

lcc/MM

**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. As used in Part A of Article 9 of the Procurement Code, the term “Bidder” includes anyone that submits a response to an invitation to bid or one who makes an offer in response to a solicitation (e.g., ITB, RFP, ITN), and is not limited solely to one that submits a bid in response to an Invitation to Bid (ITB).

- (1) *Notice of Solicitations and Awards.* The County shall provide notice of all solicitations and awards by electronic posting in accordance with the procedures and Florida law.
- (2) *Solicitation Protest.* Any prospective Bidder may file a solicitation protest concerning a solicitation.
  - (a) *Basis of the Solicitation Protest:* The alleged basis for a solicitation protest shall be limited to the following:
    - i. The terms, conditions or specifications of the solicitation are in violation of, or are inconsistent with this Code, Florida Statutes, County procedures and policies, or the terms of the solicitation at issue, 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; or
    - ii. The solicitation instructions are unclear or contradictory.
  - (b) *Timing and Content of the Solicitation Protest:* The solicitation protest must be in writing and must be received by the Procurement Manager, [twhite@alachuacounty.us](mailto:twhite@alachuacounty.us) by no later than the solicitation’s question submission deadline. 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. In the event a solicitation protest is timely filed, the protesting party shall be deemed to have waived any and all solicitation defects that were not timely alleged in the protesting party’s solicitation protest, and the protesting party shall be forever barred from subsequently raising or appealing said solicitation defects in a subsequent award protest, if any, or any other administrative or legal proceeding. The solicitation protest must include, at a minimum, the following information:
    - i. The name, address, e-mail and telephone number of the protesting party;
    - ii. The solicitation number and title;
    - iii. Information sufficient to establish that the protesting party has legal standing to file the solicitation Protest because:
      1. It has a substantial interest in and is aggrieved in connection with the solicitation; and
      2. That the protesting party is responsive, in accordance with the criteria set forth in the solicitation, unless the basis for the Solicitation Protest alleges that the criteria set forth in the solicitation is defective, in which case the protesting party must demonstrate that it is responsive in accordance with the criteria that the protesting party alleges should be used;
    - iv. A detailed statement of the basis for the protest;
    - v. References to section of the Code, Florida Statutes, County policies or procedure or solicitation term that the protesting party alleges have been violated by the County or that entitles the protesting party to the relief requested;
    - vi. All supporting evidence or documents that substantiate the protesting party’s alleged basis for the protest; and
    - vii. The form of the relief requested.
  - (c) *Review and Determination of Protest:* If the Solicitation Protest is not timely, the Procurement Manager shall notify the protesting party that the Solicitation Protest is untimely and, therefore, rejected. The Procurement Manager shall consider all timely Solicitation Protests and may conduct any inquiry that the Procurement Manager deems necessary to make a determination regarding a protest. The Procurement Manager shall issue a written determination granting or denying the protest. The written determination shall contain a concise statement of the basis for the determination.

(d) *Appeal*: If the protesting party is not satisfied with the Procurement Manager's determination, the protesting party may appeal the determination to the County Manager by filing a written appeal, which sets forth the basis upon which the appeal is based, including all supporting documentation. The scope of the appeal shall be limited to the basis alleged in the Solicitation Protest. The appeal must be filed with the Procurement Manager within five business days of the date on which the Procurement Manager's written determination was sent to the protesting party. Failure to timely file an appeal shall constitute a waiver of the protesting party's rights to an appeal of the Procurement Manager's determination, and the protesting party shall be forever barred from subsequently raising or appealing said Solicitation defects in a subsequent award protest, if any, or any other administrative or legal proceeding. After considering the appeal, the County Manager must determine whether the solicitation should stand, be revised, or be cancelled, and issue a written determination and provide copies of the determination to the protesting party. The determination of the County Manager shall be final and not subject to further appeal under this code.

(3) *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.

(a) *Basis of the Award Protest*: The alleged basis for an Award Protest shall be limited to the following:

- i. The protesting party was incorrectly deemed non-responsive due to an incorrect assessment of fact or law;
- ii. 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 Code, which resulted in a competitive disadvantage to the protesting party; and
- iii. The County made a mathematical error in evaluating the responses to the solicitation, resulting in an incorrect score and not *protesting party not being selected for award*.

(b) *Timing and Content of the Award Protest*: The Award Protest must be in writing and must be received by the Procurement Manager, [twhite@alachuacounty.us](mailto:twhite@alachuacounty.us) by no later than 3:00 PM on the third business day after the County's 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. In the event an Award Protest is timely filed, the protesting party shall be deemed to have waived any and all proposed Award defects that were not timely alleged in the protesting party's Award Protest, and the protesting party shall be forever barred from subsequently raising or appealing said Award defects in any administrative or legal proceeding. The Award Protest must include, at a minimum, the following information:

- i. The name, address, e-mail and telephone number of the protesting party;
- ii. The Solicitation number and title;
- iii. Information sufficient to establish that the protesting party's response was responsive to the Solicitation;
- iv. Information sufficient to establish that the protesting party has legal standing to file the Solicitation Protest because:
  1. The protesting party submitted a response to the Solicitation or other basis for establishing legal standing;
  2. The protesting party has a substantial interest in and is aggrieved in connection with the proposed Award decision; and
  3. The protesting party, and not any other bidder, should be awarded the Solicitation if the protesting party's Award Protest is upheld.
- v. A detailed statement of the basis for the protest;
- vi. References to section of the Code, Florida Statutes, County policies or procedure or solicitation term that the protesting party alleges have been violated by the County or that entitles the protesting party to the relief requested;

- vii. All supporting evidence or documents that substantiate the protesting party's alleged basis for the protest; and
  - viii. The form of the relief requested.
- (c) *Review and Determination of Protest:* If the Award Protest is not timely, the Procurement Manager shall notify the protesting party that the Award Protest is untimely and, therefore, rejected. The Procurement Manager shall consider all timely Award Protests and may conduct any inquiry that the county Procurement Manager deems necessary to resolve the protest by mutual agreement or to make a determination regarding the protests. The Procurement Manager shall issue a written determination granting or denying each protest. The written determination shall contain a concise statement of the basis for the determination.
- (d) Appeal:
- i. If the protesting party is not satisfied with the Procurement Manager's determination, the protesting party may appeal the determination to the County Manager by filing a written appeal, which sets forth the basis upon which the appeal is based. The scope of the appeal shall be limited to the basis alleged in the award protest. The appeal must be filed with the Procurement Manager within five business days of the date on which the Procurement Manager's written determination was mailed to the protesting party. Failure to timely file an appeal shall constitute a waiver of the protesting party's rights to an appeal of the Procurement Manager's determination, and the protesting party shall be forever barred from subsequently raising or appealing said award defects in any administrative or legal proceeding.
  - ii. After reviewing the appeal, the County Manager will issue a written final determination and provide copies of the determination to the protesting party. Prior to issuing a final determination, the County Manager, in his or her discretion, may direct a hearing officer, or magistrate, to conduct an administrative hearing in connection with the protest and issue findings and recommendations to the County Manager. Prior to a hearing, if held, the Procurement Manager must file with the hearing officer the protest, any background information, and his or her written determination. The protesting party and the County shall equally share the cost of conducting any hearing, including the services of the hearing officer. If applicable, the County Manager may wait to issue a written final determination until after receipt of the findings and recommendations of the hearing officer. The determination of the County Manager shall be final and not subject to further appeal under this code.
- (4) *Burden of Proof:* Unless otherwise provide by Florida law, the burden of proof shall rest with the protesting party.
- (5) *Stay of Procurements 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 Procurement Manager, after consultation with the head of the using department, makes a written determination that the award of the solicitation without delay is:
- (a) Necessary to avoid an immediate and serious danger to the public health, safety, or welfare;
  - (b) Necessary to avoid or substantial reduce significant damage to County property;
  - (c) Necessary to *avoid or substantially reduce interruption of essential County Services; or;*
  - (d) Otherwise in the best interest of the public.

## Public Meeting Minutes (Start Recording)

### RFP 24-465-LC Program Manager Services for Alachua County's Fresh Food Pathways Program

Date: Monday, April 29, 2024

Start Time: 10:00 AM

Location: 12 SE 1<sup>st</sup> Street,  
Gainesville FL  
Alachua County  
Administration Building  
Grace Knight  
Conference Room

#### 1. Call Meeting to Order

#### 2. RFP Process Overview for Today's Meeting

- 2.1. Good morning, I am **Leira Cruz Cáliz** with Procurement, and I will be administrating this meeting as the Committee Chair (non-voting member), introduce committee, Sean McLendon (Leader), Betsy Riley, Satori Days
- 2.2. Thank you, committee for taking the time out of your busy schedule to evaluate these proposals. Welcome to the citizen attending this Public Meeting; this meeting is open to the public and you will have an announced time (3 minutes; no response required) for public comments. Please review the agenda that is on the screen.
- 2.3. The RFP team will be evaluating vendors' proposal, discussing their scores, and approving the Team's Ranking. This Team's final ranking will be submitted to the BoCC for approval.

#### 3. RFP Committee Members Process Instructions

- 3.1. **First**, in OPENGOV, all evaluators have certified that they have no Conflict of Interest, and I will show them on screen, discuss if necessary.
- 3.2. **Second**, due to the cone-of-silence imposed on the committee members, this is the first occasion members have been able to talk and work together as a committee.
- 3.3. *As committee members you have broad latitude in your discussions, deliberations and ranking provided you are not arbitrary and capricious.*
- 3.4. **Third**, provide procurement points to members for the – VOW, SBE and Location Points
- 3.5. **Fourth**, we will record and discuss the preliminary scores on the screen. Call for validation of scores to ensure they are the scores the members entered in OPENGOV.

[Export to CSV](#)

Vendor	Satori Days	Sean McLendon	Betsy Riley	Total Score (Max Score 200)
New Venture Advisors	137	161	166	154.67
Food Works Group, LLC	149	145	154	149.33
SLIICK GARDEN CORPORATION	147	75	113	111.67

- 3.6. 3.5. The team will discuss, evaluate, and rank all vendor submittals one by one. Starting the team leader allow each member to give feedback. (**Encourage dialog**)
  - 3.6.1. Discuss scores and make Changes if pertinent
  - 3.6.2. Discussion record and Update: **Evaluation Scores**
    - 3.6.2.1. Encourage discussion on the proposals, scoring and until all members are stratified
    - 3.6.2.2. NOTE: Agents will monitor the discussion, keep it on track; keep it on topic.
  - 3.6.3. Call for validation of RFP team Evaluation Scores for the Team's Final Ranking and verify if the committee needs Oral presentations or not.
4. Motion to have Oral Presentations: Sean McLendon motioned to not have Oral Presentations, seconded by Betsy Riley.

Vote 3-0

Motion to Award Rankings (RFP): Betsy Riley motion to recommend the final rankings be approved and then start contract negotiations the with the top ranked firm and with the second ranked vendor should negotiations with the top ranked vendor fail, seconded by Satori Days.

Vote 3-0 in favor of the motion.

5. Public Comments (3 minutes) none
6. Motion to Approve the Meeting Minutes: Sean McLendon moved to approve the Minutes, Satori Days seconded the motion.  
Vote 3-0 in favor.
7. Meeting Adjourn at – 10:20 a.m.



Alachua County, Florida

## Procurement

Theodore "TJ" White, Jr. CPPB, Procurement Manager  
County Administration Building, Gainesville, FL 32601  
(352) 374-5202

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### EXECUTIVE SUMMARY

RFP No. RFP 24-465-LC

Program Manager Services for Alachua County's Fresh Food Pathways  
Program

RESPONSE DEADLINE: April 10, 2024 at 2:00 pm

Monday, April 29, 2024

### SOLICITATION OVERVIEW

<b>Project Title</b>	Program Manager Services for Alachua County's Fresh Food Pathways Program
<b>Project ID</b>	RFP 24-465-LC
<b>Project Type</b>	Request For Proposal
<b>Release Date</b>	January 10, 2024
<b>Due Date</b>	April 10, 2024
<b>Procurement Agent</b>	Leira Cruz Cáliz, NIGP-CPP, CPPB, CAPM
<b>Evaluators</b>	Satori Days, Sean McLendon, Betsy Riley



EXECUTIVE SUMMARY

RFP No. RFP 24-465-LC

Program Manager Services for Alachua County's Fresh Food Pathways Program

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<b>Project Description</b>	<p>Purpose: Alachua County is seeking proposals to develop a Food Hub Plan with a community engagement strategy, market analysis, and business plan for a food aggregation and distribution program that will primarily sell to institutional food purchasers while serving economically challenged and marginalized communities in the county by providing affordable access to healthy local foods. Proposers will be required to have expertise in food systems, aggregation, and distribution facility development with a focus on supporting local growers, farmers, and farm communities, providing financial, self-sustaining alternative markets for food, food insecurity, food sovereignty, and emergency food assistance.</p> <p>The services requested by the County under this solicitation are for the Fresh Food Pathways Consultant Services to develop a Plan for a community-based FOOD HUB. This project will be implemented from early 2024 through 2026. Approximately \$962,000 is allocated to create the FOOD HUB community engagement strategy, market analysis, and business plan and manage sub-awards to local community-based organizations and non-profits. Sub-awards will be for various food system services that inform the market analysis and business plan context. The Plan must show how it will serve two to six low-income and marginalized communities lacking access to local, fresh, healthy, affordable food and multiple institutional food purchasers in Alachua County.</p> <p>Project Timeline: The project will be implemented over two years starting in early 2024.</p> <p>Project Budget: The total project budget is approximately \$962,000. At a minimum, proposals must allocate 80% of funds to Food Hub community engagement strategies, marketing analysis, and business plan development services and a maximum of 20% to Emergency Food Assistance programming.</p> <p>RFP submissions are open to all vendors/organizations (profit and non-profit) interested in implementing Food Hubs in Alachua County.</p>
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## Introduction

### Summary

Alachua County Board of County Commissioners (hereinafter, the “County” or “Alachua County”) is seeking proposals from qualified individuals or entities (hereinafter, referred to as "Consultant" or the “proposer”) for the provision of RFP 24-465-LC Program Manager Services for Alachua County's Fresh Food Pathways Program.

The following apply to this request for proposal: [Instruction to Proposers](#), [Terms and Conditions](#), [Insurance](#), [Scope of Work](#), [Proposal Requirements and Organization](#), [Request for Proposal Selection Procedures](#), [Evaluation Phases](#), [Submittals](#) and [Sample Agreement](#).

Purpose: Alachua County is seeking proposals to develop a Food Hub Plan with a community engagement strategy, market analysis, and business plan for a food aggregation and distribution program that will primarily sell to institutional food purchasers while serving economically challenged and marginalized communities in the county by providing affordable access to healthy local foods. Proposers will be required to have expertise in food systems, aggregation, and distribution facility

## EXECUTIVE SUMMARY

RFP No. RFP 24-465-LC

Program Manager Services for Alachua County's Fresh Food Pathways Program

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development with a focus on supporting local growers, farmers, and farm communities, providing financial, self-sustaining alternative markets for food, food insecurity, food sovereignty, and emergency food assistance.

The services requested by the County under this solicitation are for the Fresh Food Pathways Consultant Services to develop a Plan for a community-based FOOD HUB. This project will be implemented from early 2024 through 2026. Approximately \$962,000 is allocated to create the FOOD HUB community engagement strategy, market analysis, and business plan and manage sub-awards to local community-based organizations and non-profits. Sub-awards will be for various food system services that inform the market analysis and business plan context. The Plan must show how it will serve two to six low-income and marginalized communities lacking access to local, fresh, healthy, affordable food and multiple institutional food purchasers in Alachua County.

**Project Timeline:** The project will be implemented over two years starting in early 2024.

**Project Budget:** The total project budget is approximately \$962,000. At a minimum, proposals must allocate 80% of funds to Food Hub community engagement strategies, marketing analysis, and business plan development services and a maximum of 20% to Emergency Food Assistance programming.

RFP submissions are open to all vendors/organizations (profit and non-profit) interested in implementing Food Hubs in Alachua County.

### Background

**Location:** Alachua County is located in North Central Florida. The County government seat is situated in Gainesville. Gainesville is located 70 miles southwest of Jacksonville, 129 miles southeast of Tallahassee, 140 miles northeast of Tampa - St. Petersburg and 109 miles northwest of Orlando. Alachua County has a population of over 250,000 and a regional airport. The County itself consists of a total area of 969 square miles.

**Form of Government:** Alachua County is governed by a Board of five (5) elected County Commissioners and operates under the established County Manager Charter form of government. In addition to the five County Commissioners, there are five elected Constitutional Officers: Supervisor of Elections, Sheriff, Clerk of the Court, Tax Collector, and the Property Appraiser. The Alachua County Attorney also reports to the Board.

### Contact Information

**Leira Cruz Cáliz, NIGP-CPP, CPPB, CAPM**

Procurement Agent III

Email: [lcruzcaliz@alachuacounty.us](mailto:lcruzcaliz@alachuacounty.us)

Phone: [\(352\) 337-6268](tel:(352)337-6268)

**Department:**

Office of Sustainability, Equity, Economic and Strategic Development

Timeline

<p><b>OpenGov Release Project Date</b></p>	<p>January 10, 2024</p>
<p><b>Pre-Solicitation Meeting (Non-Mandatory)</b></p>	<p>January 24, 2024, 3:00pm HYBRID</p> <p>Microsoft Teams meeting</p> <p>Click here to join the meeting  <a href="https://teams.microsoft.com/l/meetup-join/19%3ameeting_NWU5MDY3YzktMjA4My00M2RhLWE3NjgtOGU4ZDgxOTE0MmQ5%40thead.v2/0?context=%7b%22Tid%22%3a%2290fc851d-766d-4d7b-a09c-bfbf1d2dac94%22%2c%22Oid%22%3a%2294b8c9af-b3ad-4936-84ec-688266cf3236%22%7d">https://teams.microsoft.com/l/meetup-join/19%3ameeting_NWU5MDY3YzktMjA4My00M2RhLWE3NjgtOGU4ZDgxOTE0MmQ5%40thead.v2/0?context=%7b%22Tid%22%3a%2290fc851d-766d-4d7b-a09c-bfbf1d2dac94%22%2c%22Oid%22%3a%2294b8c9af-b3ad-4936-84ec-688266cf3236%22%7d</a></p> <p>Meeting ID: 253 166 172 286 Passcode: MYfh4M</p> <p>Or call in (audio only) +1 469-998-7938,,809971250# United States, Dallas Phone Conference ID: 809 971 250#</p> <p>Alachua County Administration Building Grace Knight Conference Room 12 SE 1st Street 2nd Floor Gainesville FL 32601</p>
<p><b>Question Submission Deadline</b></p>	<p>March 31, 2024, 12:01am</p>
<p><b>Solicitation Submission Deadline</b></p>	<p>April 10, 2024, 2:00pm</p>

<p><b>Solicitation Opening – Teams Meeting</b></p>	<p>April 10, 2024, 2:00pm</p> <p>The scheduled solicitation opening will occur via Teams Meeting; the information to join is provided below. Attendance (live viewing) of the proposals opening is not required.</p> <p>Join Microsoft Teams meeting Join on your computer, mobile app or room device Click here to join the meeting</p> <p><a href="https://teams.microsoft.com/l/meetup-join/19%3ameeting_ZTQyYzk5YzMtZDc4ZS00N2lxLTljMWUtMjAwNTQwN2NjNTNi%40thread.v2/0?context=%7b%22Tid%22%3a%2290fc851d-766d-4d7b-a09c-bfbf1d2dac94%22%2c%22Oid%22%3a%22c82ab8e7-6ee1-4cd5-9191-4aa322a1828f%22%7d">https://teams.microsoft.com/l/meetup-join/19%3ameeting_ZTQyYzk5YzMtZDc4ZS00N2lxLTljMWUtMjAwNTQwN2NjNTNi%40thread.v2/0?context=%7b%22Tid%22%3a%2290fc851d-766d-4d7b-a09c-bfbf1d2dac94%22%2c%22Oid%22%3a%22c82ab8e7-6ee1-4cd5-9191-4aa322a1828f%22%7d</a></p> <p>Meeting ID: 259 625 692 241 Passcode: yX9G3Q Download Teams   Join on the web Or call in (audio only) +1 469-998-7938,,366862554# United States, Dallas Phone Conference ID: 366 862 554#</p> <p>If you have a disability and need an accommodation in order to participate, please contact the Alachua County ADA Coordinator at <a href="mailto:ADA@alachuacounty.us">ADA@alachuacounty.us</a> or Equal Opportunity Office at 352-374-5275 at least 7 business days prior to the event. If you are unable to notify the Office prior to the event, please inform an Alachua County employee that you need assistance. TDD/TTY users, please call 711 (Florida Relay Service).</p>
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**SOLICITATION STATUS HISTORY**

EXECUTIVE SUMMARY

RFP No. RFP 24-465-LC

Program Manager Services for Alachua County's Fresh Food Pathways Program

Date	Changed To	Changed By
Sep 25, 2023 1:28 PM	Draft	Leira Cruz Cáliz, NIGP-CPP, CPPB, CAPM
Sep 29, 2023 8:35 AM	Review	Leira Cruz Cáliz, NIGP-CPP, CPPB, CAPM
Jan 8, 2024 10:06 AM	Final	Leira Cruz Cáliz, NIGP-CPP, CPPB, CAPM
Jan 8, 2024 10:06 AM	Post Pending	Leira Cruz Cáliz, NIGP-CPP, CPPB, CAPM
Jan 10, 2024 8:30 AM	Open	OpenGov Bot
Apr 10, 2024 2:00 PM	Pending	OpenGov Bot
Apr 10, 2024 2:29 PM	Evaluation	Leira Cruz Cáliz, NIGP-CPP, CPPB, CAPM

### PROPOSALS RECEIVED

Status	Vendor	Contact Info	Submission Date
No Bid	FactoryMation LLC	Factorymation Customer Service support@factorymation.com (770) 720-8575	Jan 10, 2024 8:48 AM
Submitted	Food Works Group, LLC	Wendy Stuart wendy@foodworksgroup.com (202) 247-7141	Apr 9, 2024 10:15 PM
No Bid	Network Craze	Michael Featherstone mfeatherstone@networkcraze.com	Jan 10, 2024 8:31 AM
Submitted	New Venture Advisors	Kathryn Nyquist knyquist@newventureadvisors.net (773) 245-3570	Apr 10, 2024 12:16 PM
Submitted	SLIICK GARDEN CORPORATION	Erinesha Hamilton sliickgarden@gmail.com (850) 525-9659	Apr 10, 2024 12:50 PM

### VENDOR QUESTIONNAIRE PASS/FAIL

Question Title	FactoryMation LLC	Food Works Group, LLC	Network Craze	New Venture Advisors
Corporate Resolution Granting Signature	No Response	Pass	No Response	Pass
State Compliance	No Response	Pass	No Response	Pass

EXECUTIVE SUMMARY

RFP No. RFP 24-465-LC

Program Manager Services for Alachua County's Fresh Food Pathways Program

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Question Title	FactoryMation LLC	Food Works Group, LLC	Network Craze	New Venture Advisors
Public Record Trade Secret or Proprietary Confidential Business Information Exemption Request	No Response	Pass	No Response	
Public Record Trade Secret or Proprietary Confidential Business Information Exemption Request	No Response	Pass	No Response	Pass
Public Record Trade Secret or Proprietary Confidential Business Information Exemption Request	No Response	Pass	No Response	No Response
Small Business Enterprise Option 1: SBE Proposer	No Response	Pass	No Response	Pass
Alachua County Small Business Enterprise Certificate	No Response	No Response	No Response	No Response
Small Business Enterprise Option 2: 30% SBE Proposer Participation	No Response	Pass	No Response	Pass
Alachua County Small Business Enterprise Certificate	No Response	No Response	No Response	No Response
Small Business Enterprise Option 3: 15% - 29% SBE Prosper Participation	No Response	Pass	No Response	Pass
Alachua County Small Business Enterprise Certificate	No Response	Pass	No Response	No Response
Small Business Enterprise Option 4: No Subcontractors	No Response	Pass	No Response	Pass
Consultant Small Business Enterprise Good Faith Effort Option 5.	No Response	Pass	No Response	Pass

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Program Manager Services for Alachua County's Fresh Food Pathways Program

Question Title	FactoryMation LLC	Food Works Group, LLC	Network Craze	New Venture Advisors
Alachua County Government Minimum Wage	No Response	Pass	No Response	Pass
Alachua County Location Preference	No Response	Pass	No Response	Fail
Drug Free Workplace	No Response	Pass	No Response	Pass
State Compliance	No Response	Pass	No Response	Pass
Vendor Eligibility	No Response	Pass	No Response	Pass
NON-SBE Subcontractors	No Response	Pass	No Response	Pass
Responsible Agent Designation	No Response	Pass	No Response	Pass
Conflict of Interest	No Response	Pass	No Response	Pass
Request for Proposal Submittal Documentation	No Response	Pass	No Response	Pass
Acknowledgement of Requirements	No Response	Pass	No Response	Pass

Question Title	SLICK GARDEN CORPORATION
Corporate Resolution Granting Signature	Pass
State Compliance	Pass
Public Record Trade Secret or Proprietary Confidential Business Information Exemption Request	Pass
Public Record Trade Secret or Proprietary Confidential Business Information Exemption Request	Pass
Public Record Trade Secret or Proprietary Confidential Business Information Exemption Request	No Response
Small Business Enterprise Option 1: SBE Proposer	Pass
Alachua County Small Business Enterprise Certificate	
Small Business Enterprise Option 2: 30% SBE Proposer Participation	Pass
Alachua County Small Business Enterprise Certificate	No Response
Small Business Enterprise Option 3: 15% - 29% SBE Prosper Participation	Pass
Alachua County Small Business Enterprise Certificate	No Response
Small Business Enterprise Option 4: No Subcontractors	Pass

EXECUTIVE SUMMARY

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Program Manager Services for Alachua County's Fresh Food Pathways Program

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Question Title	SLIICK GARDEN CORPORATION
Consultant Small Business Enterprise Good Faith Effort Option 5.	Pass
Alachua County Government Minimum Wage	Pass
Alachua County Location Preference	Pass
Drug Free Workplace	Pass
State Compliance	Pass
Vendor Eligibility	Pass
NON-SBE Subcontractors	Pass
Responsible Agent Designation	Pass
Conflict of Interest	Pass
Request for Proposal Submittal Documentation	Pass
Acknowledgement of Requirements	Pass

## QUESTIONS AND ANSWERS

### Approved, Unanswered Questions

### Approved, Answers Provided

#### 1. Slides from 1/24 meeting

*Feb 7, 2024 10:59 AM*

**Question:** Will the slide deck from the 1/24 pre-solicitation meeting be posted on OpenGov?

*Feb 7, 2024 10:59 AM*

**Answered by Leira Cruz Cáliz, NIGP-CPP, CPPB, CAPM:** Yes. A notice will be posted with the attachments.

*Feb 8, 2024 11:40 AM*

#### 2. Phased Approach

*Feb 27, 2024 2:08 PM*

**Question:** Phased Approach: Would you be amenable to our project team taking a phased approach wherein the first phase uses only a portion of the budget and is focused on exploration and discovery to better understand the context, challenges, and opportunities; and the outcome of which would be a recommended scope and budget allocations for subsequent phasing?

*Feb 27, 2024 2:08 PM*



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**Answered by Sean McLendon:** We would be open to a phased approach as long as the final deliverables, total budget, and timeline to completion as defined in the RFP are met.

*Feb 28, 2024 7:44 AM*

### 3. Pilot programs / sub-awards

*Feb 27, 2024 2:09 PM*

**Question:** Pilot programs: Are there expectations for how much of the \$962K budget is distributed through sub-awards? (noted and acknowledged that no more than 20% may go toward emergency food programming)

*Feb 27, 2024 2:09 PM*

**Answered by Sean McLendon:** This is left to the discretion of the responder. We hope that a responder's budget proposes adequate resources to give a professional response to the final deliverables. The same budget breakdown should highlight sub-awards to fully engage the local food system community to achieve broad-based outreach goals.

*Feb 28, 2024 7:45 AM*

### 4. Preliminary Research

*Feb 27, 2024 2:09 PM*

**Question:** Preliminary Research: What preliminary research has been performed, including demand & supply analysis of local foods, and what historical context could be shared that led the County to develop an RFP for a food hub?

*Feb 27, 2024 2:09 PM*

**Answered by Sean McLendon:** We do not have discreet demand & supply analysis research. This is part of the rationale for encouraging community partnerships via sub-awards. We also encourage responders to reach out to the Good Food Purchasing Program, look at research around local food preference surveys (and other food system economic studies) from the UF-IFAS Economic Impact Analysis Program, our local agricultural extension office staff, and consult with local food incubation non-profits such as but not limited to entities like Working Food.

*Feb 28, 2024 7:45 AM*

### 5. Financial Sustainability

*Feb 27, 2024 2:09 PM*

**Question:** Financial Sustainability: What are your expectations for how financially self-sustaining this food hub should be (or does not need to be)?

*Feb 27, 2024 2:09 PM*

**Answered by Sean McLendon:** Ideally, the facility should be self-supporting after construction. We will provide the majority support for the facility's capital investment and seek a knowledgeable partner to self-finance operations under a public-private partnership.

*Feb 28, 2024 7:45 AM*

## 6. Registration with State of Florida

*Mar 24, 2024 9:21 AM*

**Question:** Section 3.10 of the RFP states, in part: "All corporations, LLCs, limited and general partnerships, LLPs and LLLPs wishing to do business within the County must register, and be in active status, with the Florida Department of State, Division of Corporations at the following web site: <http://www.sunbiz.org/>. Failure to register and be active with the Florida Department of State may result in the proposal being determined as non-responsive." However, Section 605.0905(1) of the Florida Revised Limited Liability Act lists many activities that do "not constitute transacting business within the meaning of s. 605.0902(1), including the following: (f) Soliciting or obtaining orders, whether by mail or through employees, agents, or otherwise, if the orders require acceptance outside this state before they become contracts." This exemption from registration would seem to apply to an out-of-state consultant seeking a contract by submitting a proposal in response to a RFP. Typically, RFPs of local governments we have seen elsewhere acknowledge that foreign entities may not yet be required to obtain a certificate of authority, registration, etc., if they have not already "transacted business" in the state within the meaning of the law, and the RFP allows the bidder to explain why it need not be authorized yet to transact business in the state. Can the County confirm that submitting a proposal in response to the RFP, as a solicitation, does not itself require prior registration with the Florida Department of State, and that the bidder, if successful, can register as a foreign entity with the state after the County awards the contract to the out-of-state consultant?

*Mar 24, 2024 9:21 AM*

**Answered by Leira Cruz Cáliz, NIGP-CPP, CPPB, CAPM:** Vendors may submit certification for the state they do business in. However, Vendors must have approved certification to do business in the State of Florida before contract award.

*Mar 25, 2024 1:26 PM*

## 7. Registration with Florida Department of State, Division of Corporations

*Mar 25, 2024 11:18 AM*

**Question:** If a company has sent in an application to register as a foreign corporation with the Division of Corporations but the application is still in process at the proposal deadline, is does this sufficiently meet the RFP requirement? Thank you.

*Mar 25, 2024 11:18 AM*

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**Answered by Leira Cruz Cáliz, NIGP-CPP, CPPB, CAPM:** Vendors may submit certification for the state they do business in. However, Vendors must have approved certification to do business in the State of Florida before contract award.

*Mar 25, 2024 1:26 PM*

## ADDENDA & NOTICES

ADDENDA ISSUED:

**Addendum #1**

*Mar 22, 2024 10:58 AM*

This addendum extends the solicitation deadline to April 10th, 2024 at 2:00pm.

Deadline for Questions is now March 31, 2024 at 12:01 am.

ADDENDA ACKNOWLEDGEMENTS:

Addendum #1

Proposal	Confirmed	Confirmed At	Confirmed By
Food Works Group, LLC	X	Apr 7, 2024 10:25 PM	Emily Paul
New Venture Advisors	X	Mar 22, 2024 12:44 PM	Deb Wilkinson
SLIICK GARDEN CORPORATION	X	Apr 10, 2024 1:34 AM	Erinesha Hamilton

NOTICES ISSUED:

**Notice #1**

*Jan 24, 2024 2:10 PM*

See below the correct Phone Conference ID to join via phone.

Microsoft Teams meeting

Click here to join the meeting

[https://teams.microsoft.com/l/meetup-join/19%3ameeting\\_NWU5MDY3YzktMjA4My00M2RhLWE3NjgtOGU4ZDgxOTE0MmQ5%40thread.v2/0?context=%7b%22Tid%22%3a%2290fc851d-766d-4d7b-a09c-bfbf1d2dac94%22%2c%22Oid%22%3a%2294b8c9af-b3ad-4936-84ec-688266cf3236%22%7d](https://teams.microsoft.com/l/meetup-join/19%3ameeting_NWU5MDY3YzktMjA4My00M2RhLWE3NjgtOGU4ZDgxOTE0MmQ5%40thread.v2/0?context=%7b%22Tid%22%3a%2290fc851d-766d-4d7b-a09c-bfbf1d2dac94%22%2c%22Oid%22%3a%2294b8c9af-b3ad-4936-84ec-688266cf3236%22%7d)

Meeting ID: 253 166 172 286

Passcode: MYfh4M

Or call in (audio only)

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+1 469-998-7938,, [463059230#](tel:463059230) United States, Dallas

Phone Conference ID: [463059230#](tel:463059230)

**Notice #2**

*Feb 14, 2024 1:37 PM*

See attached meeting minutes and presentation for the non-mandatory meeting held January 24, 2024 for RFP 24-465-LC Program Manager Services for Alachua County's Fresh Food Pathways Program.

*Attachments:*

· [24-465-LC Informational Meeting Presentation](#)

· [Meeting Minutes 24-465-LC](#)

**Notice #3**

*Apr 10, 2024 2:05 PM*

Please see the bid tabulation attached for this solicitation

*Attachments:*

· [BT RFP 24-465-LC](#)

**Notice #4**

*Apr 25, 2024 12:32 PM*

Alachua County Procurement announces a public meeting to which all persons are invited to attend an Evaluation Committee Meeting on **Monday, April 29, 2024 at 10:00 am**, to discuss and update of the proposals for competitive solicitation for RFP 24-465-LC Program Manager Services for Alachua County's Fresh Food Pathways Program. The final recommendations will be sent to the Alachua County Board of County Commissioners.

Topic: Public Notice of Evaluation Committee Meeting for RFP 24-465-LC Program Manager Services for Alachua County's Fresh Food Pathways Program

Time: Monday, April 29, 2024 at 10:00 am Eastern Time (US and Canada)

Location: Alachua County Administration Building

Grace Knight Conference Room

12 SE 1<sup>st</sup> Street, Gainesville, FL 32601

Microsoft Teams

[https://teams.microsoft.com/l/meetup-join/19%3ameeting\\_ZGZIMzUwYzQtNDMyMC00ZmFhLThkMDMtZWm1ZDZjODc3YzNk%40thread.v2/0?context=%7b%22Tid%22%3a%2290fc851d-766d-4d7b-a09c-bfbf1d2dac94%22%2c%22Oid%22%3a%2294b8c9af-b3ad-4936-84ec-688266cf3236%22%7d](https://teams.microsoft.com/l/meetup-join/19%3ameeting_ZGZIMzUwYzQtNDMyMC00ZmFhLThkMDMtZWm1ZDZjODc3YzNk%40thread.v2/0?context=%7b%22Tid%22%3a%2290fc851d-766d-4d7b-a09c-bfbf1d2dac94%22%2c%22Oid%22%3a%2294b8c9af-b3ad-4936-84ec-688266cf3236%22%7d)

Meeting ID: 231 009 934 039

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Passcode: HkjigD

Dial-in by phone

+1 469-998-7938,,961971423# United States, Dallas

Phone conference ID: 961 971 423#

Attachments:

· [PM Notice RFP 24-465-LC](#)

## EVALUATION

### PHASE 1

#### EVALUATORS

Name	Title	Agreement Accepted On
Satori Days	Program Manager	Apr 15, 2024 9:02 AM
Sean McLendon	Economic Development & Food Systems Manager	Apr 23, 2024 12:39 PM
Betsy Riley	Sustainability Manager	Apr 26, 2024 9:18 AM

#### EVALUATION CRITERIA

Criteria	Scoring Method	Weight (Points)
Ability of Professional Personnel	Points Based	50 (25% of Total)

Description:

- A. Resumes of the key staff support the firm's Competency in doing this type of work? Key staff includes the Project Manager, and other project team professionals.
- B. Has the firm done this type of work in the past?
- C. Is any of this work to be subcontracted? If so, what are the abilities of the firm(s) to be subcontracted?
- D. Based on questions above, award points as follows:
  - 1. 21-30 points - Exceptional Experience
  - 2. 11-20 points - Average Experience
  - 3. 0-10 points - Minimal Experience
- E. Has the company or key staff recently done this type of work for the County, the State, or for local government in the past?
  - 1. If the work was acceptable, award up to ten (10) points.
  - 2. If the firm has not done this type of work, award zero (0) points.

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- 3. If the work was unacceptable, deduct up to ten (10) points and note why.
- F. Are there factors, such as unique abilities, which would make a noticeable (positive) impact on the project?
  - 1. If the answer is yes, award from one (1) to ten (10) points and note reasons.
  - 2. If the answer is no, award zero (0) points.

Criteria	Scoring Method	Weight (Points)
Capability to Meet Time and Budget Requirements	Points Based	20 (10% of Total)

Description:

- A. Does the level of key staffing and their percentage of involvement, the use of subcontractors (if any), office location, and/or information contained in the transmittal letter indicate that the firm will, or will not, meet time and budget requirements?
- B. To your knowledge, has the firm met or had trouble meeting time and budget requirements on similar projects?
- C. Have proof of insurability and other measures of financial stability been provided?
- D. Are time schedules reasonable?
- E. Current Workload.
- F. This factor is designed to determine how busy a firm is by comparing all Florida work against Florida personnel.
  - 1. If the work was acceptable, award up to ten (20) points.
  - 2. If the firm has not done this type of work, award zero (0) points.
  - 3. **If the work was unacceptable, deduct up to ten (10) points and note why.**

Criteria	Scoring Method	Weight (Points)
Location	Points Based	10 (5% of Total)

Description:

Points Provided by Procurement.

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Criteria	Scoring Method	Weight (Points)
Small Business Enterprise Participation (SBE)	Points Based	15 (7.5% of Total)

Description:

Points Provided by Procurement.

Criteria	Scoring Method	Weight (Points)
Volume of Previous Work (VOW) awarded by the County	Points Based	5 (2.5% of Total)

Description:

Points Provided by Procurement.

Criteria	Scoring Method	Weight (Points)
Understanding of Project	Points Based	25 (12.5% of Total)

Description:

- A. Did the proposal indicate a thorough understanding of the project?
- B. Is the appropriate emphasis placed on the various work tasks?
  - 1. If the work was acceptable, award up to twenty-five (25) points.
  - 2. If the firm has not done this type of work, award zero (0) points.
  - 3. **If the work was unacceptable, deduct up to ten (10) points and note why.**

Criteria	Scoring Method	Weight (Points)
Project Approach	Points Based	25 (12.5% of Total)

Description:

- A. Did the firm develop a workable approach to the project?
- B. Does the proposal specifically address the County's needs or is it "generic" in content?

Criteria	Scoring Method	Weight (Points)
Project Manager	Points Based	10 (5% of Total)

Description:

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- A. Does the project manager have experience with projects comparable in size and scope?
- B. Does the Project Manager have a stable job history? Have they been with the firm long, or have there been frequent job changes?

Criteria	Scoring Method	Weight (Points)
Project Team	Points Based	20 (10% of Total)

Description:

- A. Was a project team identified?
- B. Is the team makeup appropriate for the project?
- C. Do the team members have experience with comparable projects?
- D. Are there any sub contracted firms involved? Will this enhance the project team?
- E. Are the hours assigned to the various team members for each task appropriate?

Criteria	Scoring Method	Weight (Points)
Project Schedule	Points Based	10 (5% of Total)

Description:

- A. Is the proposed schedule reasonable based on quantity of personnel assigned to the project?
- B. Are individual tasks staged properly and in proper sequence?

Criteria	Scoring Method	Weight (Points)
Proposal Organization	Points Based	10 (5% of Total)

Description:

- A. Was proposal organization per the RFP?
- B. Was all required paperwork submitted and completed appropriately?
- C. Did the proposal contain an excessive amount of generic boilerplate, resumes, pages per resume, photographs, etc.?

**AGGREGATE SCORES SUMMARY**



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Vendor	Satori Days	Sean McLendon	Betsy Riley	Total Score (Max Score 200)
New Venture Advisors	137	161	166	<b>154.67</b>
Food Works Group, LLC	149	145	154	<b>149.33</b>
SLIICK GARDEN CORPORATION	147	75	113	<b>111.67</b>

**VENDOR SCORES BY EVALUATION CRITERIA**

Vendor	Ability of Professional Personnel Points Based 50 Points (25%)	Capability to Meet Time and Budget Requirements Points Based 20 Points (10%)	Location Points Based 10 Points (5%)	Small Business Enterprise Participation (SBE) Points Based 15 Points (7.5%)
New Venture Advisors	47.7	17.7	0	0
Food Works Group, LLC	43.3	13.3	0	0
SLIICK GARDEN CORPORATION	29.3	8	10	0

Vendor	Volume of Previous Work (VOW) awarded by the County Points Based 5 Points (2.5%)	Understanding of Project Points Based 25 Points (12.5%)	Project Approach Points Based 25 Points (12.5%)	Project Manager Points Based 10 Points (5%)
New Venture Advisors	5	21.7	21.7	8
Food Works Group, LLC	5	21.7	19	9.3
SLIICK GARDEN CORPORATION	5	13.3	15	7

Vendor	Project Team Points Based 20 Points (10%)	Project Schedule Points Based 10 Points (5%)	Proposal Organization Points Based 10 Points (5%)	Total Score (Max Score 200)
New Venture Advisors	16.7	7.7	8.7	<b>154.67</b>
Food Works Group, LLC	18.3	9.3	10	<b>149.33</b>

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Vendor	Project Team Points Based 20 Points (10%)	Project Schedule Points Based 10 Points (5%)	Proposal Organization Points Based 10 Points (5%)	Total Score (Max Score 200)
SLIICK GARDEN CORPORATION	10	5.7	8.3	111.67

INDIVIDUAL PROPOSAL SCORES

**Food Works Group, LLC**

**Ability of Professional Personnel | Points Based | 50 Points (25%)**

Satori Days: 43

Sean McLendon: 50

Betsy Riley: 37

**Capability to Meet Time and Budget Requirements | Points Based | 20 Points (10%)**

Satori Days: 15

Sean McLendon: 10

Betsy Riley: 15

**Location | Points Based | 10 Points (5%)**

Satori Days: 0

1307 Farragut Street NW Washington, DC 20011

Sean McLendon: 0

1307 Farragut Street NW Washington, DC 20011

Betsy Riley: 0

1307 Farragut Street NW Washington, DC 20011

**Small Business Enterprise Participation (SBE) | Points Based | 15 Points (7.5%)**

Satori Days: 0

Sean McLendon: 0

Betsy Riley: 0

**Volume of Previous Work (VOW) awarded by the County | Points Based | 5 Points (2.5%)**

Satori Days: 5

No previous work with the County

Sean McLendon: 5

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No previous work with the County

Betsy Riley: 5

No previous work with the County

**Understanding of Project | Points Based | 25 Points (12.5%)**

Satori Days: 25

Sean McLendon: 15

Betsy Riley: 25

**Project Approach | Points Based | 25 Points (12.5%)**

Satori Days: 20

Sean McLendon: 15

Betsy Riley: 22

**Project Manager | Points Based | 10 Points (5%)**

Satori Days: 8

Sean McLendon: 10

Betsy Riley: 10

**Project Team | Points Based | 20 Points (10%)**

Satori Days: 15

Sean McLendon: 20

Betsy Riley: 20

**Project Schedule | Points Based | 10 Points (5%)**

Satori Days: 8

Sean McLendon: 10

Betsy Riley: 10

**Proposal Organization | Points Based | 10 Points (5%)**

Satori Days: 10

Sean McLendon: 10

Betsy Riley: 10

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**New Venture Advisors**

**Ability of Professional Personnel | Points Based | 50 Points (25%)**

Satori Days: 43

Sean McLendon: 50

Betsy Riley: 50

**Capability to Meet Time and Budget Requirements | Points Based | 20 Points (10%)**

Satori Days: 15

Sean McLendon: 20

Betsy Riley: 18

**Location | Points Based | 10 Points (5%)**

Satori Days: 0

2550 N. Lakeview Ave Unit N1404 Chicago, IL 60614

Sean McLendon: 0

2550 N. Lakeview Ave Unit N1404 Chicago, IL 60614

Betsy Riley: 0

2550 N. Lakeview Ave Unit N1404 Chicago, IL 60614

**Small Business Enterprise Participation (SBE) | Points Based | 15 Points (7.5%)**

Satori Days: 0

Sean McLendon: 0

Betsy Riley: 0

**Volume of Previous Work (VOW) awarded by the County | Points Based | 5 Points (2.5%)**

Satori Days: 5

No previous work with the County

Sean McLendon: 5

No previous work with the County

Betsy Riley: 5

No previous work with the County

**Understanding of Project | Points Based | 25 Points (12.5%)**

Satori Days: 20

Sean McLendon: 20

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Betsy Riley: 25

**Project Approach | Points Based | 25 Points (12.5%)**

Satori Days: 20

Sean McLendon: 20

Betsy Riley: 25

**Project Manager | Points Based | 10 Points (5%)**

Satori Days: 6

Sean McLendon: 10

Betsy Riley: 8

**Project Team | Points Based | 20 Points (10%)**

Satori Days: 15

Sean McLendon: 20

Betsy Riley: 15

**Project Schedule | Points Based | 10 Points (5%)**

Satori Days: 5

Sean McLendon: 8

Betsy Riley: 10

**Proposal Organization | Points Based | 10 Points (5%)**

Satori Days: 8

Sean McLendon: 8

Betsy Riley: 10

**SLIICK GARDEN CORPORATION**

**Ability of Professional Personnel | Points Based | 50 Points (25%)**

Satori Days: 38

Sean McLendon: 20

Betsy Riley: 30

**Capability to Meet Time and Budget Requirements | Points Based | 20 Points (10%)**

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Satori Days: 15

Sean McLendon: 5

Betsy Riley: 4

**Location | Points Based | 10 Points (5%)**

Satori Days: 10

505 SW 5th Terrace Gainesville, FL 32601

Sean McLendon: 10

505 SW 5th Terrace Gainesville, FL 32601

Betsy Riley: 10

505 SW 5th Terrace Gainesville, FL 32601

**Small Business Enterprise Participation (SBE) | Points Based | 15 Points (7.5%)**

Satori Days: 0

Not Approved SBE before 4/10/2024

Sean McLendon: 0

Not Approved SBE before 4/10/2024

Betsy Riley: 0

Not Approved SBE before 4/10/2024

**Volume of Previous Work (VOW) awarded by the County | Points Based | 5 Points (2.5%)**

Satori Days: 5

No previous work with the County

Sean McLendon: 5

No previous work with the County

Betsy Riley: 5

No previous work with the County

**Understanding of Project | Points Based | 25 Points (12.5%)**

Satori Days: 20

Sean McLendon: 5

Betsy Riley: 15

**Project Approach | Points Based | 25 Points (12.5%)**

Satori Days: 20

Sean McLendon: 10

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Betsy Riley: 15

**Project Manager | Points Based | 10 Points (5%)**

Satori Days: 6

Sean McLendon: 5

Betsy Riley: 10

**Project Team | Points Based | 20 Points (10%)**

Satori Days: 15

Sean McLendon: 5

Betsy Riley: 10

**Project Schedule | Points Based | 10 Points (5%)**

Satori Days: 8

Sean McLendon: 5

Betsy Riley: 4

**Proposal Organization | Points Based | 10 Points (5%)**

Satori Days: 10

Sean McLendon: 5

Betsy Riley: 10



# ITA RFP 24-465-LC

Final Audit Report

2024-04-29

Created:	2024-04-29
By:	Leira Cruz Caliz (lcruzcaliz@alachuacounty.us)
Status:	Signed
Transaction ID:	CBJCHBCAABAAYeRctu_cfXvkjfomwrKIAZpNyLz70xln

## "ITA RFP 24-465-LC" History

-  Document created by Leira Cruz Caliz (lcruzcaliz@alachuacounty.us)  
2024-04-29 - 5:38:21 PM GMT
-  Document e-signed by Leira Cruz Caliz (lcruzcaliz@alachuacounty.us)  
Signature Date: 2024-04-29 - 5:39:42 PM GMT - Time Source: server
-  Document emailed to TJ White (twhite@alachuacounty.us) for signature  
2024-04-29 - 5:39:44 PM GMT
-  Email viewed by TJ White (twhite@alachuacounty.us)  
2024-04-29 - 5:48:09 PM GMT
-  Document e-signed by TJ White (twhite@alachuacounty.us)  
Signature Date: 2024-04-29 - 7:01:02 PM GMT - Time Source: server
-  Agreement completed.  
2024-04-29 - 7:01:02 PM GMT