



Alachua County, Florida

Procurement

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

EXECUTIVE SUMMARY

ITB No. ITB 25-190-MB

Sugarfoot/Cedar Ridge Preservation and Enhancement District Lawn Maintenance

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

Friday, August 9, 2024

SOLICITATION OVERVIEW

Project Title	Sugarfoot/Cedar Ridge Preservation and Enhancement District Lawn Maintenance
Project ID	ITB 25-190-MB
Project Type	Invitation To Bid
Release Date	June 12, 2024
Due Date	July 10, 2024
Procurement Agent	Markisha Boykin, NIGP-CPP, CPPB
Project Description	The provisions contained in this section are intended to be cooperative with, to supplement, or to modify Instructions to Bidders and Terms and Conditions to include but not limited to grass maintenance on public right of way, litter/debris pick up, and landscape maintenance. In case of any conflict with such sections, the intent of any kind and all Technical Specifications shall govern.

Introduction

Summary

Alachua County Board of County Commissioners are requesting the submission of Bids for ITB 25-190-MB Sugarfoot/Cedar Ridge Preservation and Enhancement District Lawn Maintenance.

The following apply to this Invitation to Bid (ITB): [Introduction](#), [Instruction to Bidders](#), [Terms and Conditions](#), [Insurance](#), [Scope of Services](#), [Attachments](#), [Sample Agreement](#), [Submittals](#), and [ITB Pricing Form](#). Specifications and supplementary documents are essential parts of the ITB and requirements occurring in one are as binding as though occurring in all.

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Services, as defined herein, are to include all labor, materials, supplies and equipment in accordance with the terms, conditions, and specifications set forth within this solicitation.

Bidder must be qualified and fully capable of performing the required Services while adhering to all laws, specifications, procedures, protocols, applicable guidance, and industry best practices.

The provisions contained in this section are intended to be cooperative with, to supplement, or to modify Instructions to Bidders and Terms and Conditions to include but not limited to grass maintenance on public right of way, litter/debris pick up, and landscape maintenance. In case of any conflict with such sections, the intent of any kind and all Technical Specifications shall govern.

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 270,000 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

Markisha Boykin, NIGP-CPP, CPPB

Procurement Agent III

12 SE 1st Street

3rd Floor

Gainesville, FL 32601

Email: mboykin@alachuacounty.us

Phone: [\(352\) 384-3092](tel:(352)384-3092)

Department:

Community Support Services

Timeline

Solicitation Release Date	June 12, 2024
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Pre-Proposal Meeting (Mandatory)	June 18, 2024, 9:30am SWAG Family Resource Center 807 SW 64th Ter., Gainesville, FL 32607
Question Submission Deadline	June 30, 2024, 12:00am
Solicitation Submission Deadline	July 10, 2024, 2:00pm

<p>Solicitation Opening – Teams Meeting</p>	<p>July 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 bid opening is not required.</p> <p>Join Microsoft Teams meeting Join on your computer, mobile app or room device:</p> <p>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</p> <p>Meeting ID: 259 625 692 241 Passcode: yX9G3Q 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 ADA@alachuacounty.us 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

Date	Changed To	Changed By
Jun 5, 2024 12:21 PM	Draft	Markisha Boykin, NIGP-CPP, CPPB
Jun 5, 2024 2:20 PM	Review	Markisha Boykin, NIGP-CPP, CPPB

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Date	Changed To	Changed By
Jun 12, 2024 1:39 PM	Final	Markisha Boykin, NIGP-CPP, CPPB
Jun 12, 2024 1:39 PM	Post Pending	Markisha Boykin, NIGP-CPP, CPPB
Jun 12, 2024 2:00 PM	Open	OpenGov Bot
Jul 10, 2024 2:00 PM	Pending	OpenGov Bot
Jul 10, 2024 4:05 PM	Evaluation	Markisha Boykin, NIGP-CPP, CPPB
Jul 25, 2024 6:07 PM	Award Pending	Mandy Mullins

SELECTED VENDOR

VENDOR RECOMMENDED BY THE EVALUATION PROCESS

Vendor	Location
AJ Lawn Care	Brooker, FL

PROPOSALS RECEIVED

Status	Vendor	Contact Info	Submission Date
Submitted	AJ Lawn Care	Allen Jones ajlawncare17@yahoo.com (352) 281-4743	Jul 9, 2024 2:15 PM
Submitted	Boone improvements inc	Ryan Boone booneimprovement@aol.com	Jul 9, 2024 4:27 PM
Submitted	NIPP & CLIPP LAWN CARE,L.L.C.	Clifton E Wallace cliftonwallace059@gmail.com	Jul 8, 2024 9:17 PM
No Bid	Patterson Veterinary	Gregory Pounds pvs.orders.gov- institute@pattersonvet.com	Jun 12, 2024 2:07 PM

VENDOR QUESTIONNAIRE PASS/FAIL

Question Title	AJ Lawn Care	Boone improvements inc	NIPP & CLIPP LAWN CARE,L.L.C.
Submittal Confirmation	Pass	Pass	Pass
Mandatory Pre-Bid Attendance	Pass	Pass	Pass
Corporate Resolution	Pass	Pass	Pass
State Compliance	Pass	Pass	Pass

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Question Title	AJ Lawn Care	Boone improvements inc	NIPP & CLIPP LAWN CARE,L.L.C.
Public Record Trade Secret or Proprietary Confidential Business Information Exemption Request	Pass	Pass	Pass
Public Record Trade Secret or Proprietary Confidential Business Information Exemption Request	Pass	Pass	Pass
Public Record Trade Secret or Proprietary Confidential Business Information Exemption Request	No Response	No Response	Pass
Option 1: Company is an Alachua County Certified Small Business Enterprise.	Pass	Pass	Pass
SBE Certificate	Pass	No Response	No Response
Option 2: I certify that our Company will perform ALL work and that no subcontractors will be utilized for this bid.	Pass	Pass	Pass
Option 3: SBE Participation.	Pass	Pass	Pass
Option 4: SBE Good Faith Effort.	Pass	Pass	Pass
DRUG FREE WORKPLACE	Pass	Pass	Pass
Vendor Eligibility	Pass	Pass	Pass
List all subcontractor's being utilized on this BID, (NON-SBE) IF no sub contractor are being utilized respond N/A	Pass	Pass	Pass
Responsible Agent	Pass	Pass	Pass
Number of years in this type of service?	Pass	Pass	Pass
Number of years licensed in Alachua County?	Pass	Pass	Pass
How many employees "ON THE JOB" each week?	Pass	Pass	Pass
Number of employees "ON CALL" each week?	Pass	Pass	Pass

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Question Title	AJ Lawn Care	Boone improvements inc	NIPP & CLIPP LAWN CARE,L.L.C.
Major Equipment	Pass	Pass	Pass
Do you currently hold any municipality contracts?	Pass	Pass	Pass
If you indicated yes to holding municipality contracts please list them below:	Pass	Pass	Pass
References	Pass	Pass	Pass
Are your employees screened by:	Pass	Pass	Pass
Cancelled or Termination	Pass	Pass	Pass
Cancellation and Termination	Pass	Pass	Pass
What constitutes your normal business days and working hours?	Pass	Pass	Pass
Describe below, the Bidder's operational plan for providing the Services to Alachua County.	Pass	Pass	Pass
Conflict of Interest	Pass	Pass	Pass
Acknowledgement of Requirements	Pass	Pass	Pass

QUESTIONS AND ANSWERS

No Questions Received.

ADDENDA & NOTICES

ADDENDA ISSUED:

Addendum #1

Jun 17, 2024 1:31 PM

Please use the [See What Changed](#) link to view all the changes made by this addendum.

Alachua County Government Minimum wage has been deleted. Although lawn maintenance is a covered service under the Chapter 22, Article 12 of the Alachua County Procurement Code, the budget does not reach the threshold.

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Addendum #2

Jun 21, 2024 3:09 PM

Please use the [See What Changed](#) link to view all the changes made by this addendum.

- Updated the term.

ADDENDA ACKNOWLEDGEMENTS:

Addendum #1

Proposal	Confirmed	Confirmed At	Confirmed By
NIPP & CLIPP LAWN CARE,L.L.C.	X	Jul 1, 2024 4:27 PM	Clifton E Wallace
AJ Lawn Care	X	Jul 9, 2024 10:12 AM	Allen Jones
Boone improvements inc	X	Jul 9, 2024 3:59 PM	Ryan Boone

Addendum #2

Proposal	Confirmed	Confirmed At	Confirmed By
NIPP & CLIPP LAWN CARE,L.L.C.	X	Jul 1, 2024 4:28 PM	Clifton E Wallace
AJ Lawn Care	X	Jul 9, 2024 10:14 AM	Allen Jones
Boone improvements inc	X	Jul 9, 2024 3:59 PM	Ryan Boone

NOTICES ISSUED:

Notice #1

Jun 18, 2024 11:18 AM

Please see the attached sign in sheet.

Attachments:

· [SIS Alachua County Mandatory Pre-BidQuote Meeting Attendance Record](#)

Notice #2

Jul 25, 2024 6:07 PM

RECOMMENDATION:

The Board approve the bid award to Allen Jones Landscaping, LLC, as the lowest, most responsive, and responsible Vendors.

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

Attachments:

· [ITA 25-190-MB Sugarfoot Cedar Ridge Preservation](#)

EVALUATION

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SELECTED VENDOR TOTALS

Vendor	Total
AJ Lawn Care	\$20,310.00
NIPP & CLIPP LAWN CARE,L.L.C.	\$42,025.00
Boone improvements inc	\$136,793.00

SERVICES

Vendor	Total
AJ Lawn Care	\$20,160.00
NIPP & CLIPP LAWN CARE,L.L.C.	\$42,000.00
Boone improvements inc	\$136,728.00

ADDITIONAL SERVICES

Vendor	Total
NIPP & CLIPP LAWN CARE,L.L.C.	\$25.00
Boone improvements inc	\$65.00
AJ Lawn Care	\$150.00