Alachua County, Florida

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 24-13-MM Annual Medical Supplies

RESPONSE DEADLINE: September 20, 2023 at 2:00 pm

Friday, October 13, 2023

SOLICITATION OVERVIEW

Project Title	Annual Medical Supplies
Project ID	ITB 24-13-MM
Project Type	Invitation To Bid
Release Date	August 16, 2023
Due Date	September 20, 2023
Procurement Agent	Mandy Mullins
Project Description	Purchase of Annual Medical Supplies for Fire Rescue Services.

Introduction

Summary

Alachua County Board of County Commissioners are requesting the submission of Bids for ITB 24-13-MM Annual Medical Supplies.

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

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.

Purchase of Annual Medical Supplies for Fire Rescue Services.

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

Mandy Mullins

Procurement Agent I

Email: mmmullins@alachuacounty.us

Phone: (352) 384-3090

Department: Fire Rescue

Timeline

OpenGov Project Release Date	August 16, 2023
Question Submission Deadline	September 10, 2023, 12:01am
Solicitation Submission Deadline	September 20, 2023, 2:00pm

Solicitation Opening – Teams Meeting

September 20, 2023, 2:00pm

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.

Join Microsoft Teams meeting Join on your computer, mobile app or room device:

https://teams.microsoft.com/l/meetupjoin/19%3ameeting ZTQyYzk5YzMtZDc4ZS00N 2IxLTljMWUtMjAwNTQwN2NjNTNi%40thread.v 2/0?context=%7b%22Tid%22%3a%2290fc851d -766d-4d7b-a09c-

bfbf1d2dac94%22%2c%22Oid%22%3a%22c82a b8e7-6ee1-4cd5-9191-4aa322a1828f%22%7d

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#

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)

SOLICITATION STATUS HISTORY

Date	Changed To	Changed By
Jul 26, 2023 3:03 PM	Draft	Mandy Mullins
Jul 26, 2023 3:11 PM	Review	Mandy Mullins

Date	Changed To	Changed By
Aug 14, 2023 2:22 PM	Final	Mandy Mullins
Aug 14, 2023 2:22 PM	Post Pending	Mandy Mullins
Aug 15, 2023 10:31 AM	Open	Mandy Mullins
Sep 20, 2023 2:00 PM	Pending	OpenGov Bot
Sep 20, 2023 2:38 PM	Evaluation	Mandy Mullins
Oct 13, 2023 12:42 PM	Pending	Mandy Mullins
Oct 13, 2023 12:42 PM	Evaluation	Mandy Mullins
Oct 13, 2023 12:43 PM	Pending	Mandy Mullins
Oct 13, 2023 12:43 PM	Evaluation	Mandy Mullins

PROPOSALS RECEIVED

Status	Vendor	Contact Info	Submission Date
Submitted	Agni Enterprises, LLC (dba) Head to Heel	Subbarayan Pochi cservice@headtoheels.net (305) 712-6653	Sep 20, 2023 8:10 AM
Submitted	BVH MARKETING	zissy rosner zc@medicalmega.com (718) 208-4380	Sep 18, 2023 11:12 AM
Submitted	Bound Tree Medical, LLC	Christopher Fyffe submitbids@boundtree.com (800) 533-0523	Sep 20, 2023 11:50 AM
Submitted	Henry Schein Inc	Julia Strange emsbids@henryschein.com (631) 843-5500	Sep 19, 2023 1:42 PM
Submitted	Life-Assist Inc	Contracts Department quotes@life-assist.com (800) 824-6016	Sep 19, 2023 4:13 PM
No Bid	MedFIRST Healthcare Supply, Inc.	Kristen Ellis-Legros kristen@medfirst.biz (352) 242-0110 Ext: 111	Aug 15, 2023 10:48 AM
Submitted	NASHVILLE MEDICAL & EMS PRODUCTS, INC>	NARI SADARANGANI nashvilleems@gmail.com	Sep 19, 2023 4:21 PM
No Bid	Network Craze	Michael Featherstone mfeatherstone@networkcraze.com	Aug 15, 2023 10:44 AM
No Bid	Preferred Materials, Inc.	Sylvia Rocek sylvia.rocek@preferredmaterials.com (904) 288-6300	Aug 23, 2023 1:45 PM

Status	Vendor	Contact Info	Submission Date
Submitted	QuadMed	Dale Van Pelt bids@quadmed.com (904) 880-2323	Sep 20, 2023 1:39 PM

VENDOR QUESTIONNAIRE PASS/FAIL

Question Title	Agni Enterprises, LLC (dba) Head to Heel	BVH MARKETING	Bound Tree Medical, LLC	Henry Schein Inc
Submittal Confirmation	Pass	Pass	Pass	Pass
Corporate Resolution	Pass	Pass	Pass	Pass
State Compliance	Pass	Pass	Pass	Pass
Public Record Trade Secret or Proprietary Confidential Business Information Exemption Request	Pass	Pass	Pass	Pass
Public Record Trade Secret or Proprietary Confidential Business Information Exemption Request	Pass	Pass	Pass	Pass
DRUG FREE WORKPLACE	Pass	Pass	Pass	Pass
Vendor Eligibility	Pass	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	Pass
Responsible Agent	Pass	Pass	Pass	Pass
Number of years in this type of service?	Pass	Pass	Pass	Pass
Number of years licensed in Alachua County?	Pass	Pass	Pass	Pass
How many employees "ON THE JOB" each week?	Pass	Pass	Pass	Pass

Question Title	Agni Enterprises, LLC (dba) Head to Heel	BVH MARKETING	Bound Tree Medical, LLC	Henry Schein Inc
Number of employees "ON CALL" each week?	Pass	Pass	Pass	Pass
Major Equipment	Pass	Pass	Pass	Pass
Do you currently hold any municipality contracts?	Pass	Pass	Pass	Pass
If you indicated yes to holding municipality contracts please list them below:	Pass	Pass	Pass	Pass
References	Pass	Pass	Pass	Pass
Are your employees screened by:	Pass	Pass	Pass	Pass
Cancelled or Termination	Pass	Pass	Pass	Pass
Cancellation and Termination	Pass	Pass	Pass	Pass
What constitutes your normal business days and working hours?	Pass	Pass	Pass	Pass
Describe below, the Bidder's operational plan for providing the Services to Alachua County.	Pass	Pass	Pass	Pass
Conflict of Interest	Pass	Pass	Pass	Pass
Acknowledgement of Requirements	Pass	Pass	Pass	Pass
Attachment A - Bid Pricing Sheet	Pass	Pass	Pass	Pass

Question Title	Life-Assist Inc	MedFIRST Healthcare Supply, Inc.	NASHVILLE MEDICAL & EMS PRODUCTS, INC>	Network Craze
Submittal Confirmation	Pass	No Response	Pass	No Response
Corporate Resolution	Pass	No Response	Pass	No Response

Question Title	Life-Assist Inc	MedFIRST Healthcare Supply, Inc.	NASHVILLE MEDICAL & EMS PRODUCTS, INC>	Network Craze
State Compliance	Pass	No Response	Pass	No Response
Public Record Trade Secret or Proprietary Confidential Business Information Exemption Request	Pass	No Response	Pass	No Response
Public Record Trade Secret or Proprietary Confidential Business Information Exemption Request	Pass	No Response	Pass	No Response
DRUG FREE WORKPLACE	Pass	No Response	Pass	No Response
Vendor Eligibility	Pass	No Response	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	Pass	No Response
Responsible Agent	Pass	No Response	Pass	No Response
Number of years in this type of service?	Pass	No Response	Pass	No Response
Number of years licensed in Alachua County?	Pass	No Response	Pass	No Response
How many employees "ON THE JOB" each week?	Pass	No Response	Pass	No Response
Number of employees "ON CALL" each week?	Pass	No Response	Pass	No Response
Major Equipment	Pass	No Response	Pass	No Response
Do you currently hold any municipality contracts?	Pass	No Response	Pass	No Response
If you indicated yes to holding municipality contracts please list them below:	Pass	No Response	Pass	No Response

Question Title	Life-Assist Inc	MedFIRST Healthcare Supply, Inc.	NASHVILLE MEDICAL & EMS PRODUCTS, INC>	Network Craze
References	Pass	No Response	Pass	No Response
Are your employees screened by:	Pass	No Response	Pass	No Response
Cancelled or Termination	Pass	No Response	Pass	No Response
Cancellation and Termination	Pass	No Response	No Response	No Response
What constitutes your normal business days and working hours?	Pass	No Response	Pass	No Response
Describe below, the Bidder's operational plan for providing the Services to Alachua County.	Pass	No Response	Pass	No Response
Conflict of Interest	Pass	No Response	Pass	No Response
Acknowledgement of Requirements	Pass	No Response	Pass	No Response
Attachment A - Bid Pricing Sheet	Pass	No Response	Pass	No Response

Question Title	Preferred Materials, Inc.	QuadMed
Submittal Confirmation	No Response	Pass
Corporate Resolution	No Response	Pass
State Compliance	No Response	Pass
Public Record Trade Secret or Proprietary Confidential Business Information Exemption Request	No Response	Pass
Public Record Trade Secret or Proprietary Confidential Business Information Exemption Request	No Response	Pass
DRUG FREE WORKPLACE	No Response	Pass
Vendor Eligibility	No Response	Pass
List all subcontractor's being utilized on this BID, (NON-SBE) IF no sub contractor are being utilized respond N/A	No Response	Pass

Question Title	Preferred Materials, Inc.	QuadMed
Responsible Agent	No Response	Pass
Number of years in this type of service?	No Response	Pass
Number of years licensed in Alachua County?	No Response	Pass
How many employees "ON THE JOB" each week?	No Response	Pass
Number of employees "ON CALL" each week?	No Response	Pass
Major Equipment	No Response	Pass
Do you currently hold any municipality contracts?	No Response	Pass
If you indicated yes to holding municipality contracts please list them below:	No Response	Pass
References	No Response	Pass
Are your employees screened by:	No Response	Pass
Cancelled or Termination	No Response	Pass
Cancellation and Termination	No Response	Pass
What constitutes your normal business days and working hours?	No Response	Pass
Describe below, the Bidder's operational plan for providing the Services to Alachua County.	No Response	Pass
Conflict of Interest	No Response	Pass
Acknowledgement of Requirements	No Response	Pass
Attachment A - Bid Pricing Sheet	No Response	Pass

QUESTIONS AND ANSWERS

Approved, Unanswered Questions

Approved, Answers Provided

1. Exhibit A Price List Clarification

Aug 15, 2023 2:59 PM

Question: Lines 11 & 13 What manufacturer IV Cath are you looking for please provide mfg. and product code

Aug 15, 2023 2:59 PM

Answered by Cheryl Ellis: Insyte Autoguard BC Shielded IV Catheters Manufacturer: Becton Dickinson

Aug 21, 2023 8:00 PM

2. Exhibit A Price List Clarification

Aug 15, 2023 2:59 PM

Question: Line 12 Sterile pads 2x2 what packaging

Aug 15, 2023 2:59 PM

Answered by Cheryl Ellis: individually wrapped

Aug 21, 2023 8:00 PM

3. Exhibit A Price List Clarification

Aug 15, 2023 3:00 PM

Question: Line 24 Kling 3 inch- is this sterile or non-sterile?

Aug 15, 2023 3:00 PM

Answered by Cheryl Ellis: non-sterile

Aug 21, 2023 8:00 PM

4. Exhibit A-Price List

Aug 15, 2023 2:36 PM

Question: We would like to propose a Cost per unit and not fill in the % off of list as the % we are offering will not change, however, list could change - this would affect the Cost per unit given here. We propose to give you a set price for the line items listed, with the option to increase these items with a 30 day notice if we receive a manufacturer increase during the year. Will you accept a cost per unit and we do not fill in the Percent off List Discount on Exhibit A?

Aug 15, 2023 2:36 PM

Answered by Darryl R Kight: Thank you for the question however, at this time the county is going to follow the specifications and pricing as written in this project.

Aug 24, 2023 7:46 PM

5. Pricing Sheet

Aug 15, 2023 2:44 PM

Question: Henry Schein represents between 1500-5000 manufacturers we cannot list all of the applicable manufacturers. Will you accept our website information and a % off List for all products listed on our website?

Aug 15, 2023 2:44 PM

Answered by Cheryl Ellis: As long as Alachua County staff can verify the list price of the items from your website, apply the % off to arrive at the invoiced amount, this is acceptable.

Aug 21, 2023 8:01 PM

6. 5.1 Scope of Services

Aug 15, 2023 2:53 PM

Question: Request C. File w/current catalog and manufacturer price list for brands quoted. This is not something we would provide, we do not share our manufacturers price lists will you remove this? HS current pricing can be seen with customer log on to our website is this sufficient?

Aug 15, 2023 2:53 PM

Answered by Cheryl Ellis: A customer log on where Alachua County staff could obtain list price information is sufficient.

Aug 21, 2023 8:01 PM

7. 5.1 Scope H

Aug 15, 2023 2:55 PM

Question: All items on invoices must show retail price and discounted purchase price. Our system does not provide this you cannot see list price on an invoice you will only see your discount price, will this work for you?

Aug 15, 2023 2:55 PM

Answered by Cheryl Ellis: Alachua County staff must be able to verify the list price of the items. This could be from your website or access of some kind that a vendor provides.

Aug 21, 2023 8:01 PM

8. Exhibit A - Price List

Aug 16, 2023 12:21 PM

Question: Column E of Exhibit A does not allow decimal points in the pricing. Except for lines 1,2 and 5. We will need a revised spreadsheet to properly submit the Exhibit. Example if our pricing is \$4.50 it rounds up to \$5.00

Aug 16, 2023 12:21 PM

Answered by Mandy Mullins: See Addendum #1

Aug 24, 2023 7:51 PM

9. Price Comparison Form Revised 8-23-2023

Sep 6, 2023 7:21 PM

Question: The current bid pricing list contains some of the same pharmaceuticals as ITB 24-19-MM "Annual Drugs and Medication" bid from July 2023. Can those items be removed from this bid? If they will not be removed, will this bid's awarded pharmaceuticals replace those awarded in ITB 24-19-MM?

Sep 6, 2023 7:21 PM

Answered by Mandy Mullins: See Addendum #2 for Revised Exhibit A

Sep 7, 2023 9:36 AM

10. Substitutions

Sep 6, 2023 7:21 PM

Question: Are substitutions allowed?

Sep 6, 2023 7:21 PM

Answered by Mandy Mullins: See section 2.16. Variations of Specifications No alternative bids specification shall be submitted unless specifically requested in the "Invitation to Bid" document.

Sep 7, 2023 9:36 AM

11. Medical Supplies Manufacturers Approved by the County

Sep 6, 2023 7:21 PM

Question: How do other manufacturers become approved by the County?

Sep 6, 2023 7:21 PM

Answered by Mandy Mullins: We provided a sample manufacturer list, however, that's not all inclusive. Section 5.6 the County has right to add, delete, change manufacturers.

Sep 7, 2023 9:36 AM

12. ATTACHMENT - PRICING SHEET

Sep 6, 2023 7:21 PM

Question: Do we need to add the manufacturers listed in Section 5.5 to the Pricing Sheet or are the manufacturers listed the only ones we are allowed to bid on?

Sep 6, 2023 7:21 PM

Answered by Mandy Mullins: We provided a sample manufacturer list, however, that's not all inclusive. Section 5.6 the County has right to add, delete, change manufacturers.

Sep 7, 2023 9:36 AM

13. ATTACHMENT - PRICING SHEET

Sep 6, 2023 7:21 PM

Question: Can we have a column with the manufacture numbers added to the excel pricing list?

Sep 6, 2023 7:21 PM

Answered by Mandy Mullins: See addendum #2.

Sep 7, 2023 9:36 AM

14. ATTACHMENT - PRICING SHEET

Sep 6, 2023 7:21 PM

Question: What size do you need for line 1?

Sep 6, 2023 7:21 PM

Answered by Mandy Mullins: See addendum #2

Sep 7, 2023 9:36 AM

15. ATTACHMENT - PRICING SHEET

Sep 6, 2023 7:21 PM

Question: What are the manufacture numbers for lines 2, 3, 4, 5, 9, 10, 14, 16, & 20?

Sep 6, 2023 7:21 PM

Answered by Mandy Mullins: See addendum #2

Sep 7, 2023 9:36 AM

16. Exhibit A Price List Clarification

Sep 7, 2023 8:28 AM

Question: Please Specify the size of the Item No: 2, 10, 20 also Specify the Gauge Size for Item No: 9.

Sep 7, 2023 8:28 AM

Answered by Mandy Mullins: See addendum #2

Sep 7, 2023 9:36 AM

17. Pricing

Sep 7, 2023 4:07 PM

Question: If we offer 0% off list price and supply the County with our lowest pricing, can we just load that price into our online ordering system? This would mean, it is the only price that will be viewed online when ordering and on invoices. Is this acceptable?

Sep 7, 2023 4:07 PM

Answered by Cheryl Ellis: No, Alachua County is moving to a % off list price for the Medical Supply Bid.

Sep 11, 2023 1:19 PM

18. Previous Award

Sep 13, 2023 11:57 AM

Question: Can I have the previous Award for this Bid?

Sep 13, 2023 11:57 AM

Answered by Mandy Mullins: See notice #1

Sep 13, 2023 12:04 PM

ADDENDA & NOTICES

ADDENDA ISSUED:

Addendum #1

Aug 23, 2023 2:34 PM

Attachment A - Revised Price Comparison Revised 8-23-2023

Please use the See What Changed link to view all the changes made by this addendum.

Addendum #2

Sep 7, 2023 9:36 AM

Attachment A - Revised Price Comparison Revised 8-23-2023

ADDENDA ACKNOWLEDGEMENTS:

Addendum #1

Proposal	Confirmed	Confirmed At	Confirmed By
i repesar	Committed	committed / tc	committed by

BVH MARKETING	Х	Sep 5, 2023 10:49 AM	zissy rosner
Henry Schein Inc	X	Sep 18, 2023 3:25 PM	Julia Strange
Life-Assist Inc	X	Sep 12, 2023 12:05 PM	Contracts Department
NASHVILLE MEDICAL & EMS PRODUCTS, INC>	Х	Sep 5, 2023 5:03 PM	NARI SADARANGANI
Agni Enterprises, LLC (dba) Head to Heel	X	Sep 20, 2023 7:44 AM	Subbarayan Pochi
Bound Tree Medical, LLC	Х	Sep 20, 2023 11:22 AM	Christopher Fyffe
QuadMed	Χ	Sep 19, 2023 4:46 PM	Mindy Langorgen

Addendum #2

Proposal	Confirmed	Confirmed At	Confirmed By
BVH MARKETING	X	Sep 11, 2023 10:03 AM	zissy rosner
Henry Schein Inc	X	Sep 18, 2023 3:25 PM	Julia Strange
Life-Assist Inc	X	Sep 12, 2023 12:05 PM	Contracts Department
NASHVILLE MEDICAL & EMS PRODUCTS, INC>	X	Sep 18, 2023 2:51 PM	NARI SADARANGANI
Agni Enterprises, LLC (dba) Head to Heel	X	Sep 20, 2023 7:44 AM	Subbarayan Pochi
Bound Tree Medical, LLC	X	Sep 20, 2023 11:22 AM	Christopher Fyffe
QuadMed	X	Sep 19, 2023 4:46 PM	Mindy Langorgen

NOTICES ISSUED:

Notice #1

Sep 13, 2023 12:04 PM

Attached previous award is in response to question #18.

EVALUATION

CONSENSUS SCORECARD SUMMARY

Vendor	Award to Lowest Most Responsive and Responsible Bidder Points Based 1 Points (100%)	Total Score (Max Score 1)
Agni Enterprises, LLC (dba) Head to Heel	-	-
Bound Tree Medical, LLC	-	-
BVH MARKETING	-	-
Henry Schein Inc	-	-
Life-Assist Inc	-	-

Vendor	Award to Lowest Most Responsive and Responsible Bidder Points Based 1 Points (100%)	Total Score (Max Score 1)
NASHVILLE MEDICAL & EMS PRODUCTS, INC>	-	-
QuadMed	-	-

PHASE 1

EVALUATION CRITERIA

Criteria	Scoring Method	Weight (Points)
Award to Lowest Most Responsive and Responsible Bidder	Points Based	1 (100% of Total)

Description:

See spreadsheet award

AGGREGATE SCORES SUMMARY

Vendor	Evaluator 1	Total Score (Max Score 1)
Bound Tree Medical, LLC	1	1
Henry Schein Inc	1	1
Life-Assist Inc	1	1
NASHVILLE MEDICAL & EMS PRODUCTS, INC>	1	1
QuadMed	1	1
Agni Enterprises, LLC (dba) Head to Heel	0	0
BVH MARKETING	0	0

VENDOR SCORES BY EVALUATION CRITERIA

Vendor	Award to Lowest Most Responsive and Responsible Bidder Points Based 1 Points (100%)	Total Score (Max Score 1)
Bound Tree Medical, LLC	1	1
Henry Schein Inc	1	1
Life-Assist Inc	1	1

Vendor	Award to Lowest Most Responsive and Responsible Bidder Points Based 1 Points (100%)	Total Score (Max Score 1)
NASHVILLE MEDICAL & EMS PRODUCTS, INC>	1	1
QuadMed	1	1
Agni Enterprises, LLC (dba) Head to Heel	0	0
BVH MARKETING	0	0