



Alachua County, Florida

Procurement

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

EXECUTIVE SUMMARY

RFP No. RFP 25-11-MM

Fire Rescue Request for Employee Uniform Store/Portal and Pricing

RESPONSE DEADLINE: July 3, 2024 at 2:00 pm

Monday, August 26, 2024

SOLICITATION OVERVIEW

Project Title	Fire Rescue Request for Employee Uniform Store/Portal and Pricing
Project ID	RFP 25-11-MM
Project Type	Request For Proposal
Release Date	May 22, 2024
Due Date	July 3, 2024
Procurement Agent	Mandy Mullins
Evaluators	Donna Guirate, Jonathan Richardson, Mark Shelton
Project Description	The intent of the solicitation is to establish a contract with one or more qualified vendors to provide uniforms, uniform accessories, and provide the capability to establish an employee online ordering portal for Alachua County Fire Rescue (ACFR) which has approximately 367 employees consisting of First Responders, Chiefs, and administrative personnel. Each proposal must be made on the basis of and must meet or exceed each of the requirements contained in this solicitation.

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 25-11-MM Fire Rescue Request for Employee Uniform Store/Portal and Pricing.

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](#), [Attachments](#), [Submittals](#) and [Sample Agreement](#).

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The intent of the solicitation is to establish a contract with one or more qualified vendors to provide uniforms, uniform accessories, and provide the capability to establish an employee online ordering portal for Alachua County Fire Rescue (ACFR) which has approximately 367 employees consisting of First Responders, Chiefs, and administrative personnel. Each proposal must be made on the basis of and must meet or exceed each of the requirements contained in this solicitation.

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](tel:(352)384-3090)

Department:

Fire Rescue

Timeline

Solicitation Release Date	May 22, 2024
Question Submission Deadline	June 16, 2024, 12:00am
Solicitation Submission Deadline	July 3, 2024, 2:00pm

<p>Solicitation Opening – Teams Meeting</p>	<p>July 3, 2024, 2:00pm 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>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 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 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

EXECUTIVE SUMMARY

RFP No. RFP 25-11-MM

Fire Rescue Request for Employee Uniform Store/Portal and Pricing

Date	Changed To	Changed By
May 4, 2024 12:07 AM	Draft	Mandy Mullins
May 9, 2024 8:54 AM	Review	Mandy Mullins
May 17, 2024 6:08 AM	Final	Mandy Mullins
May 17, 2024 6:09 AM	Post Pending	Mandy Mullins
May 22, 2024 6:00 AM	Open	OpenGov Bot
Jul 3, 2024 2:00 PM	Pending	OpenGov Bot
Jul 11, 2024 7:49 AM	Evaluation	Mandy Mullins
Jul 31, 2024 10:48 AM	Pending	Mandy Mullins
Jul 31, 2024 10:49 AM	Evaluation	Mandy Mullins
Aug 19, 2024 10:54 AM	Award Pending	Mandy Mullins

SELECTED VENDOR

VENDOR RECOMMENDED BY THE EVALUATION PROCESS

Vendor	Location
Galls, LLC	Lexington, KY

PROPOSALS RECEIVED

Status	Vendor	Contact Info	Submission Date
Submitted	Earl	Johnnie Griffin uniforms4sports@yahoo.com	Jul 2, 2024 3:27 PM
Submitted	Galls, LLC	Galls LLC bidreview@galls.com (859) 787-0428	Jul 2, 2024 10:57 AM
No Bid	Patterson Veterinary	Gregory Pounds pvs.orders.gov- institute@pattersonvet.com	May 22, 2024 10:04 AM
Submitted	Skip's Shoes and Western Boots, Inc.	Ken White ken@skipsboots.com (407) 280-4082	Jun 19, 2024 9:25 AM

VENDOR QUESTIONNAIRE PASS/FAIL

Question Title	Earl	Galls, LLC	Skip's Shoes and Western Boots, Inc.
Corporate Resolution Granting Signature	Pass	Pass	Pass

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Question Title	Earl	Galls, LLC	Skip's Shoes and Western Boots, Inc.
State Compliance	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	Pass	Pass	Pass
Public Record Trade Secret or Proprietary Confidential Business Information Exemption Request	No Response	No Response	No Response
Small Business Enterprise Option 1: SBE Proposer	Pass	Pass	Pass
Alachua County Small Business Enterprise Certificate	No Response	No Response	No Response
Small Business Enterprise Option 2: 30% SBE Proposer Participation	Pass	Pass	Pass
Alachua County Small Business Enterprise Certificate	No Response	No Response	No Response
Small Business Enterprise Option 3: 15% - 29% SBE Prosper Participation	Pass	Pass	Pass
Alachua County Small Business Enterprise Certificate	No Response	No Response	No Response
Small Business Enterprise Option 4: No Subcontractors	Pass	Pass	Pass
Consultant Small Business Enterprise Good Faith Effort Option 5.	Pass	Pass	Pass
Alachua County Government Minimum Wage	Pass	Fail	Fail
Alachua County Location Preference	Fail	Fail	Pass

Question Title	Earl	Galls, LLC	Skip's Shoes and Western Boots, Inc.
Drug Free Workplace	Pass	Pass	Pass
Vendor Eligibility	Pass	Pass	Pass
NON-SBE Subcontractors	Pass	Pass	Pass
Responsible Agent Designation		Pass	Pass
Conflict of Interest	Pass	Pass	Pass
Request for Proposal Submittal Documentation	Pass	Pass	Pass
Acknowledgement of Requirements	Pass	Pass	Pass

QUESTIONS AND ANSWERS

Approved, Unanswered Questions

10. ITEM 8-15

Jun 13, 2024 1:38 PM

Question: Could you please provide images and sizes of patches related to item-8-15 .And county will provide patches?

Jun 13, 2024 1:38 PM

Approved, Answers Provided

1. Submittal

May 24, 2024 12:17 PM

Question: Hello, We are doing business in Miami Dade. Can we participate to this bid? Thank you

May 24, 2024 12:17 PM

Answered by Mandy Mullins: Alachua County accepts submittals from all vendors regardless of location.

May 24, 2024 12:32 PM

2. Item Listing

May 24, 2024 3:30 PM

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Question: We are unable to locate the actual list of items for this bid. We see where it shows example Collar Brass on page 26 items 48-65 but we are not able to find the full list to see what 48 to 65 is and there was only one document to download when logged into the site.

May 24, 2024 3:30 PM

Answered by Mandy Mullins: See addendum #1. Attachment "A" ACFR Item listing posted under attachments.

Jun 5, 2024 8:54 AM

3. Previous Award

Jun 5, 2024 3:23 PM

Question: 1 Kindly provide us with the current prices you are paying to obtain these items. 2 Please let us know the vendor/ vendors for the previous contract? 3 How many employees are served under this contract? 4 What would be the ordering procedure? Is it a one-time purchase, or on an when needed basis? Bulk quantities or small orders?

Jun 5, 2024 3:23 PM

Answered by Mandy Mullins: 1. See official notice #1 2. Current Vendors Galls, LLC. and Dana Safety Supply 3. See project document Section 1 Introduction, 1.1 Summary 4. See project document Section 5 Scope of Services

Jun 6, 2024 2:03 PM

4. Logo

Jun 9, 2024 1:54 AM

Question: Hello Could you please provide a image of county logo Thank you

Jun 9, 2024 1:54 AM

Answered by Mandy Mullins: See Official Notice #2

Jun 17, 2024 11:53 AM

5. OXFORD/POPLIN SHIRTS - CLASS A – COMMAND SHIRT (Item 8-15):

Jun 9, 2024 2:18 AM

Question: Could you please mention the location which Alachua County Logo should placed?

Jun 9, 2024 2:18 AM

Answered by Mandy Mullins: See Section 5.13 for location

Jun 17, 2024 11:53 AM

6. Patches

Jun 9, 2024 3:39 AM

Question: County will provide patches

Jun 9, 2024 3:39 AM

Answered by Mandy Mullins: Awarded vendor would be expected to also produce the patches.

Jun 17, 2024 11:53 AM

7. Annual Usage

Jun 10, 2024 2:32 PM

Question: Could you please mention the annual usage of each item.

Jun 10, 2024 2:32 PM

Answered by Mandy Mullins: See Official Notice #2

Jun 17, 2024 11:53 AM

8. item 72 & 75

Jun 11, 2024 7:48 AM

Question: Could you please clarify item 72 & 75 same?

Jun 11, 2024 7:48 AM

Answered by Cheryl Ellis: Yes. They are the same.

Jun 17, 2024 11:53 AM

9. item 24 & 25

Jun 11, 2024 8:02 AM

Question: ACFR in large gorilla grip Black letters on the back what is the request printing method? Please provide image and sizes of wording.

Jun 11, 2024 8:02 AM

Answered by Mandy Mullins: Gorilla Grip Lettering 2 1/3" Wide x 4" High

Jun 17, 2024 11:53 AM

11. Hemming

Jun 13, 2024 2:04 PM

Question: What is the procedure for taking measurements from the employees?

Jun 13, 2024 2:04 PM

Answered by Mandy Mullins: Provide your procedure in the response.

Jun 17, 2024 11:53 AM

12. ITEM 38-40

Jun 15, 2024 5:44 AM

Question: Could you please clarify county logo size for hats and caps?

Jun 15, 2024 5:44 AM

Answered by Mandy Mullins: Hat logo 2.25 (2 ¼) inches See Official Notice #2

Jun 17, 2024 11:53 AM

13. Substitutes

Jun 15, 2024 4:39 PM

Question: Do you required samples of substitutes ?

Jun 15, 2024 4:39 PM

Answered by Mandy Mullins: Sample of substitutes are required. Items 1-28 are no substitutes.

Jun 17, 2024 11:53 AM

14. Specifications

Jun 24, 2024 9:09 AM

Question: Item 70 request vest size not mention. Could you please provide images and sizes of patches related to item-8-15. See official notice # 2 for the patch images Will the County provide patches (Department /EMT/PM/Special Ops/ Custom patch)?

Jun 24, 2024 9:09 AM

Answered by Mandy Mullins: Item 70 is personal floatation device, standard size, no patches are required for this just the Velcro for patch option. See Office Notice #2 for images. Size 4in diameter. See answer #6 for will the County provide patches (Department /EMT/PM/Special Ops/ Custom patch).

Jun 24, 2024 9:14 AM

ADDENDA & NOTICES

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ADDENDA ISSUED:

Addendum #1

Jun 5, 2024 8:53 AM

Added Attachment "A" ACFR Items Listing

Please use the [see what change link](#) to view all the changes made by this addendum.

Addendum #2

Jun 24, 2024 9:14 AM

Solicitation date date extended 7/3/2024 at 2:00 pm.

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

ADDENDA ACKNOWLEDGEMENTS:

Addendum #1

Proposal	Confirmed	Confirmed At	Confirmed By
Skip's Shoes and Western Boots, Inc.	X	Jun 14, 2024 10:28 AM	Ken White
Galls, LLC	X	Jun 6, 2024 7:58 AM	Galls LLC
Earl	X	Jun 21, 2024 11:40 AM	Johnnie Griffin

Addendum #2

Proposal	Confirmed	Confirmed At	Confirmed By
Skip's Shoes and Western Boots, Inc.	X	Jun 25, 2024 9:31 AM	Ken White
Galls, LLC	X	Jun 24, 2024 2:29 PM	Galls LLC
Earl	X	Jul 1, 2024 11:07 AM	Johnnie Griffin

NOTICES ISSUED:

Notice #1

Jun 6, 2024 2:03 PM

See attached pricing sheet

Attachments:

· [Copy of BR 20-11 Uniform Bid - price update 01-03-2024](#)

Notice #2

Jun 17, 2024 11:53 AM





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Attachments:

· [Attachment A ACFR Item Listing \(2\)](#)

Notice #3

Jul 3, 2024 2:18 PM

Bid Receive Only

Attachments:

· [BT Response Receive Only](#)

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Notice #4

Jul 31, 2024 1:14 PM

Alachua County Procurement announces a public meeting to which all persons are invited to attend an Evaluation Committee Meeting on **Friday, July 19, 2024, at 9:00 am**, to discuss and update of the proposals for competitive solicitation for RFP 25-11-MM Fire Rescue Request for Employee Uniform Store/Portal and Pricing. The final recommendations will be sent to the Alachua County Board of County Commissioners.

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Topic: Public Notice of Evaluation Committee Meeting for RFP 25-11-MM Fire Rescue Request for Employee Uniform Store/Portal and Pricing

Time: Wednesday, August 14, 2024, at 1:00 pm Eastern Time (US and Canada)

Location: Alachua County Administration Building
3rd Floor Conference Room
12 SE 1st Street, Gainesville, FL 32601

Join Virtually Microsoft Teams

https://teams.microsoft.com/l/meetup-join/19%3ameeting_MmQ2NjRlN2YtOGE1MS00ZTA2LWE3NTgtZTIINzg4NGQ2ZGRh%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

Meeting ID: 269 196 903 868

Passcode: ECBmwV

Dial in by phone

+1 469-998-7938,,560356300# United States, Dallas

Find a local number

Phone conference ID: 560 356 300#

These meetings are subject to change and/or cancellation. If you have any questions regarding these meetings, please call 352.384.3090. All persons are advised that, if they decide to contest any decision made at any of these meetings, they will need a record of the proceedings and, for such purpose, they may need to ensure that verbatim record of the proceedings is made which record includes the testimony and evidence upon which the appeal is to be based. If any accommodations are needed for persons with disabilities, please contact the County's Equal Opportunity Office at (352)374-5275 or (TTD) (352)-374-5284.

Attachments:

· [PM Notice 25-11 Fire Rescue Request for Employee Uniform Store portal and Pricing](#)

Notice #5

Aug 19, 2024 9:18 AM

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RECOMMENDATION:

The board approves the Evaluation Committee’s award ranking below for RFP 25-11-MM Fire Rescue Request for Employee Uniform Store/Portal and Pricing.

- A. Galls, LLC
- B. Skip's Shoes and Western Boots, Inc.
- C. Tri-Sports, LLC dba Earl

Approve the above ranking and authorize staff to negotiate 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.

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

Attachments:

- [PM Recording Evaluation Committee RFP 25-11-MM](#)
- [PM Minutes RFP 25-11](#)
- [PM Agenda 25-11 Fire Rescue Request for Employee Uniform Store portal and Pricing](#)
- [ITA 25-11 Fire Rescue Request for Employee Uniform Store portal and Pricing](#)

EVALUATION

PHASE 1

EVALUATORS

Name	Title	Agreement Accepted On
Donna Guirate	Sr. Administrative Assistant	Jul 31, 2024 1:05 PM
Jonathan Richardson	Lieutenant	Jul 31, 2024 4:11 PM
Mark Shelton	Program Manager	Aug 8, 2024 11:57 AM

EVALUATION CRITERIA

Criteria	Scoring Method	Weight (Points)
Ability and Competency of the Consultant	Points Based	50 (25% of Total)

Description:

- A. Did the Consultant provide a brief statement of background, organization, and size?
- B. Does the Consultant have experience with past work of similar scope and budget?
- C. Has the Consultant recently done this type of work for a state, or local government in the past?

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- D. Does the Consultant’s workload and ability satisfy County requirements for this project?
- E. Is any of this work to be subcontracted? If so, what are the abilities of the firm(s) to be subcontracted?

Based on questions above, award points as follows:

- A. 50 - 40 points - Exceptional Experience
- B. 39 - 20 points - Average Experience
- C. 19 - 0 points - Minimal Experience

Criteria	Scoring Method	Weight (Points)
Project Manager and Project Team's Competency and Qualifications	Points Based	30 (15% of Total)

Description:

- A. Was a project team identified?
- B. Do the Project Manager, Project Team and Key Staff have experience with projects comparable in size and scope?
- C. Do the Project Manager, Project Team and Key Staff have experience with state or local government?
- D. Does the Project Manager have a stable job history?
- E. Is the team makeup appropriate for the project?
- F. Are there factors, such as unique abilities, which would make a noticeable (positive) impact on the project?
- G. Was a point of contact identified?
- H. Was there an alternate to the point of contact identified?
- I. Are the subcontractors, if any, identified?
- J. Does the subcontractor have experience with projects comparable in size and scope?

Based on questions above, award points as follows:

- A. 30 - 20 points - Exceptional Experience
- B. 19 - 10 points - Average Experience
- C. 9 - 0 points - Minimal Experience

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Criteria	Scoring Method	Weight (Points)
Project Understanding and Approach	Points Based	50 (25% of Total)

Description:

- A. Did the proposal indicate a thorough understanding of the project, the scope, and objectives through a concise narrative?
- B. Did the Consultant describe the approach to the provision of services as required and the specific work plan to be employed to implement it?
- C. Is the appropriate emphasis placed on the various work tasks?
- D. Did the firm develop a workable approach to the project?
- E. Does the proposal specifically address the County's needs or is it "generic" in content?
- F. Does the proposal indicate how this project fits into the total workload of the Consultant during the project period?

Based on questions above, award points as follows:

- A. 50 - 40 points - Exceptional Experience
- B. 39 - 20 points - Average Experience
- C. 19 - 0 points - Minimal Experience

Criteria	Scoring Method	Weight (Points)
Ability to meet Project Schedule and Budget Requirements	Points Based	30 (15% of Total)

Description:

- A. Did Consultant provide a draft project schedule that includes: milestones, individual tasks and major deliverable deadlines?
- B. Is the draft project schedule reasonable based on quantity of personnel assigned to the project?
- C. Did the Consultant provide the Project Manager, Project Team, and Key Staff's percentage of involvement, tasks and/or hours assigned?
- D. Are the hours assigned to the various team members for each task appropriate?
- E. Is the pricing provided reasonable for the project's tasks?
- F. Is the pricing in line with the County's budget?
- G. Does the information contained in the proposal indicate that the firm will, or will not, meet time and budget requirement?

Based on questions above, award points as follows:

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- A. 30 - 20 points - Exceptional Experience
- B. 19 - 10 points - Average Experience
- C. 9 - 0 points - Minimal Experience

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

Description:

- A. Was proposal organization per the RFP? Did Consultant include a letter of interest?
- 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.?

Based on questions above, award points as follows:

- A. 10 - 8 points - Exceptional Experience
- B. 7 - 5 points - Average Experience
- C. 4 - 0 points - Minimal Experience

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)
Location	Points Based	10 (5% of Total)

Description:

Points Provided by Procurement.

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

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Description:

Points Provided by Procurement.

AGGREGATE SCORES SUMMARY

Vendor	Donna Guirate	Jonathan Richardson	Mark Shelton	Total Score (Max Score 200)
Galls, LLC	156	161	172	163
Earl	8	59	71	46
Skip's Shoes and Western Boots, Inc.	7	68	63	46

VENDOR SCORES BY EVALUATION CRITERIA

Vendor	Ability and Competency of the Consultant Points Based 50 Points (25%)	Project Manager and Project Team's Competency and Qualifications Points Based 30 Points (15%)	Project Understanding and Approach Points Based 50 Points (25%)	Ability to meet Project Schedule and Budget Requirements Points Based 30 Points (15%)
Galls, LLC	49.3	30	47.7	25
Earl	11.7	8.3	10.7	7.3
Skip's Shoes and Western Boots, Inc.	13.3	8.7	10	6

Vendor	Proposal Organization Points Based 10 Points (5%)	Volume of Previous Work (VOW) awarded by the County Points Based 5 Points (2.5%)	Location Points Based 10 Points (5%)	Small Business Enterprise Participation (SBE) Points Based 15 Points (7.5%)
Galls, LLC	9	2	0	0
Earl	3	5	0	0
Skip's Shoes and Western Boots, Inc.	3	5	0	0

Vendor	Total Score (Max Score 200)
Galls, LLC	163
Earl	46
Skip's Shoes and Western Boots, Inc.	46