

Alachua County Budget and Fiscal Services Procurement

Theodore "TJ White, Jr. CPPB Procurement Manager

Thomas J. Rouse Contracts Supervisor

Tuesday, April 8, 2024

MEMORANDUM

To: Theodore "TJ" White, Jr. NIGP-CPP, CPPB, Procurement Manager

From: Leira Cruz Cáliz, NIGP-CPP, CPPB, Procurement Agent III LCC

Subject: INTENT TO AWARD

ITB 25-534-LC Poe Springs Restroom Building Replacement

Solicitation Deadline: 2:00 PM, April 2, 2025

Solicitation Notifications View Count:
Solicitations Downloads:
44 Vendors
Solicitations Submissions:
2 Vendors

Vendors:

JH Construction LLC Shore Builders, Inc.
Trenton, FL 32693 Newberry, FL 32669

RECOMMENDATION:

The Board to approve the bid award to JH Construction LLC, as the lowest, most responsive, and responsible Vendor.

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

TJ White (AD 11, 2025 OP:38 EDT)

Approved

Apr 11, 2025

Date

Theodore "TJ" White, Jr., NIGP-CPP, CPPB

Procurement Manager

TW/lcc

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 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 responsible 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 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 Protests 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.



Alachua County Parks & Open Space

Jason Maurer
Parks & Open Space Director

MEMORANDUM

TO: T.J. White, Jr., Procurement Manager

Leira Cruz Caliz, Procurement Agent III

VIA: Jason Maurer, Parks & Open Space Director ____

FROM: Ed Williams, Capital Projects Coordinator

DATE: April 8, 2025

RE: BID #25-534-LC - Poe Springs Restroom Building Replacement

Project #6194106; New Construction; Restroom

Our department has reviewed the responses submitted for the above referenced bid/project and have determined that the submitted bids are in compliance with the bid documents and instructions.

Parks & Open Space therefore recommends awarding the bid to the lowest responsive and responsible bidder **JH Construction** with a base bid of \$380,120.

Further, the department recommends an initial contract amount of \$380,120 and a 5% contingency of \$19,006 resulting in a total contract amount of \$399,126.

Please let us know should you have any further questions or concerns.



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 25-534-LC Poe Springs Restroom Building Replacement

RESPONSE DEADLINE: April 2, 2025 at 2:00 pm

Tuesday, April 8, 2025

SOLICITATION OVERVIEW

Project Title	Poe Springs Restroom Building Replacement
Project ID	ITB 25-534-LC
Project Type	Invitation To Bid
Release Date	February 26, 2025
Due Date	April 2, 2025
Procurement Agent	Leira Cruz Cáliz, NIGP-CPP, CPPB
Project Description	This ITB extended by Alachua County Parks & Open Space for Poe Springs Restroom Building Replacement includes, but is not limited to, providing full-time and competent supervision, skilled and experienced labor, materials, tools, and equipment necessary to complete, in an acceptable and timely manner, the improvements described in the plans & specifications. Poe Springs Park is located at 28800 NW 182nd Avenue, High Springs, FL 32643.

Introduction

Summary

Alachua County Board of County Commissioners are calling for and requesting the submission of ITB 25-534-LC Poe Springs Restroom Building Replacement.

The herein included sections along with <u>Advertisement for Bids</u>, <u>Instruction to Bidders</u>, <u>Terms and Conditions</u>, <u>Insurance</u>, <u>Scope of Work</u>, <u>ITB Contract - Scope of Service</u>, <u>Submittals</u> and the <u>ITB Pricing Form</u>; together with all attached <u>Attachments</u> herein identified, constitute the entire bid package. Specifications and supplementary documents are essential parts of the ITB and requirements occurring in one are as binding as though occurring in all.

Poe Springs Restroom Building Replacement

This ITB extended by Alachua County Parks & Open Space for Poe Springs Restroom Building Replacement includes, but is not limited to, providing full-time and competent supervision, skilled and experienced labor, materials, tools, and equipment necessary to complete, in an acceptable and timely manner, the improvements described in the plans & specifications.

Poe Springs Park is located at 28800 NW 182nd Avenue, High Springs, FL 32643.

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

Procurement Agent III

Email: lcruzcaliz@alachuacounty.us

Phone: (352) 337-6268

Department:

Parks & Open Space

Timeline

Solicitation Release Date	February 26, 2025
2nd Advertisement Date	March 5, 2025
Pre-Solicitation Meeting (Mandatory)	March 6, 2025, 9:00am 28800 NW 182nd Avenue, High Springs, FL 32643 At Pavilion #1
Question Submission Deadline	March 23, 2025, 12:01am
Solicitation Submission Deadline	April 2, 2025, 2:00pm

Solicitation Opening – Teams Meeting

April 2, 2025, 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
Click here to join the meeting

https://teams.microsoft.com/l/meetup-join/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 in a County program, service or public meeting, 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. TDD/TTY users, please call 711 (Florida Relay Service)

SOLICITATION STATUS HISTORY

Date	Changed To	Changed By
Jan 29, 2025 3:42 PM	Draft	Leira Cruz Cáliz, NIGP-CPP, CPPB
Jan 31, 2025 2:04 PM	Review	Leira Cruz Cáliz, NIGP-CPP, CPPB

Date	Changed To	Changed By
Feb 20, 2025 3:06 PM	Final	Leira Cruz Cáliz, NIGP-CPP, CPPB
Feb 20, 2025 3:06 PM	Post Pending	Leira Cruz Cáliz, NIGP-CPP, CPPB
Feb 26, 2025 8:30 AM	Open	OpenGov Bot
Apr 2, 2025 2:00 PM	Pending	OpenGov Bot
Apr 2, 2025 3:33 PM	Evaluation	Leira Cruz Cáliz, NIGP-CPP, CPPB

PROPOSALS RECEIVED

Status	Vendor	Contact Info	Submission Date
No Bid	Foresight Construction Group, Inc.	Ryan Plankenhorn rplankenhorn@foresightcgi.com	Mar 31, 2025 8:16 AM
Submitted JH Construction LLC Joseph Hoffman joe.jhconstruction@gm (352) 494-0252		joe.jhconstruction@gmail.com	Apr 2, 2025 12:00 PM
Submitted	Shore Builders, Inc.	Amber Woodard marine@shorebuildersinc.net (352) 339-3322	Apr 2, 2025 11:20 AM
No Bid	Sterling Builders Group, LLC	Rob Edmunds rob@sterling-built.com (352) 234-3201	Apr 2, 2025 12:21 PM

VENDOR QUESTIONNAIRE PASS/FAIL

Question Title	JH Construction LLC	Shore Builders, Inc.
Submittal Confirmation	Pass	Pass
Corporate Resolution Granting Signing	Pass	Pass
Mandatory Pre-Bid Attendance	Pass	Pass
Public Record Trade Secret or Proprietary Confidential Business Information Exemption Request	Pass	Pass
Public Record Trade Secret or Proprietary Confidential Business Information Exemption Request	No Response	No Response
Public Record Trade Secret or Proprietary Confidential Business Information Exemption Request	No Response	No Response

Question Title	JH Construction LLC	Shore Builders, Inc.
Option 1: Company is an Alachua County Certified Small Business Enterprise.	Pass	Fail
Option 2: I certify that our Company will perform ALL work and that no subcontractors will be utilized for this bid.	Pass	Pass
Option 3: SBE Participtation.	Pass	Pass
Option 4: SBE Good Faith Effort.	Pass	Pass
Alachua County Government Minimum Wage	Pass	Pass
Drug Free Workplace	Pass	Pass
State Compliance	Pass	Pass
Vendor Eligibility	Pass	Pass
Non-SBE Subcontractors	Pass	Pass
Conflict of Interest	Pass	Pass
Form of Bid Bond	Pass	Pass
Responsible Agent	Pass	Pass
Number of years in this type of service?	Pass	Pass
Number of years licensed in Alachua County?	Pass	Pass
How many employees "ON THE JOB" each week?	Pass	Pass
Number of employees "ON CALL" each week?	Pass	Pass
List all major equipment which will be available upon commencement of the agreement to perform the required service:	Pass	Pass
Do you currently hold any municipality contracts?	Pass	Pass
If you indicated yes to holding municipality contracts please list them below:	Pass	Pass
List three references of firms receiving similar service to that requested in this bid (comparable facility size):	Pass	Pass

Question Title	JH Construction LLC	Shore Builders, Inc.
Are your employees screened by:	Pass	Pass
Have any leases, contracts or agreements for services held by your firm ever been canceled or terminated before the end of the term by either party?	Pass	Pass
If you indicated yes to having any contracts or agreements canceled or terminated state the location and circumstances below:	Pass	Pass
What constitutes your normal business days and working hours?	Pass	Pass
Describe below, your firm's operational plan for providing the services under this agreement?	Pass	Pass
Acknowledgement of Requirements	Pass	Pass

PRICING RESPONSES

BASE BID

	Base Bid			Shore Builders, Inc.
Line Item	Description	Unit of Measure	Unit Cost	Unit Cost
1	Base Bid -Poe Springs Restroom Building Replacement	LS	\$380,120.00	\$418,764.00
Total			\$380,120.00	\$418,764.00

SCHEDULE OF VALUES

Total should equal Base Bid.

	Schedule of Values					Shore Bui	lders, Inc.
Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total	Unit Cost	Total
1	Mobilization, Demobilization & Permitting	1	LS	\$11,020.00	\$11,020.00	\$57,000.00	\$57,000.00
2	Payment & Performance Bonds	1	LS	\$14,400.00	\$14,400.00	\$8,000.00	\$8,000.00
3	Demolition	1	LS	\$42,000.00	\$42,000.00	\$16,000.00	\$16,000.00
4	Driven Timber Piles	1	LS	\$105,600.00	\$105,600.00	\$190,000.00	\$190,000.00
5	Concrete Foundation & Flatwork	1	LS	\$97,900.00	\$97,900.00	\$48,000.00	\$48,000.00
6	Boardwalk	1	LS	\$109,200.00	\$109,200.00	\$99,764.00	\$99,764.00

Schedule of Values			JH Constr	uction LLC	Shore Bu	ilders, Inc.	
Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total	Unit Cost	Total
Total					\$380,120.00		\$418,764.00

QUESTIONS AND ANSWERS

Approved, Unanswered Questions

Approved, Answers Provided

1. No subject

Mar 6, 2025 11:31 AM

Question: FDEP usually requires ARM (Archaeological Resource Management) monitoring when doing any kind of ground penetration at a site. Will the contractor be required to provide any monitoring for archaeological finds during this project?

Mar 6, 2025 11:31 AM

Answered by Leira Cruz Cáliz, NIGP-CPP, CPPB: The County has not been recommended an Archaeological Resource Management. However, if that changes, the County will provide.

Mar 18, 2025 11:03 AM

ADDENDA & NOTICES

ADDENDA ISSUED:

No Addenda issued.

NOTICES ISSUED:

Notice #1

Mar 7, 2025 7:34 AM

Attached are the sign in sheet taken for Mandatory Pre Bid meeting on March 6, 2025.

Attachments:

· SIS 25-534-LC

EVALUATION

SELECTED VENDOR TOTALS

Vendor	Total
JH Construction LLC	\$380,120.00
Shore Builders, Inc.	\$418,764.00

BASE BID

	JH Construction LLC	Shore Builders, Inc.			
Selected Line Item		Description	Unit of Measure	Unit Cost	Unit Cost
X	1	Base Bid -Poe Springs Restroom Building Replacement	LS	\$380,120.00	\$418,764.00
Total		\$380,120.00	\$418,764.00		

SCHEDULE OF VALUES

Total should equal Base Bid.

Schedule of Values						JH Construction LLC		Shore Builders, Inc.	
Selected	Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total	Unit Cost	Total	
	1	Mobilization, Demobilization & Permitting	1	LS	\$11,020.00	\$11,020.00	\$57,000.00	\$57,000.00	
	2	Payment & Performance Bonds	1	LS	\$14,400.00	\$14,400.00	\$8,000.00	\$8,000.00	
	3	Demolition	1	LS	\$42,000.00	\$42,000.00	\$16,000.00	\$16,000.00	
	4	Driven Timber Piles	1	LS	\$105,600.00	\$105,600.00	\$190,000.00	\$190,000.00	
	5	Concrete Foundation & Flatwork	1	LS	\$97,900.00	\$97,900.00	\$48,000.00	\$48,000.00	
	6	Boardwalk	1	LS	\$109,200.00	\$109,200.00	\$99,764.00	\$99,764.00	
Total						\$0.00		\$0.00	

ITA ITB 25-534-LC

Final Audit Report 2025-04-11

Created: 2025-04-10

By: Leira Cruz Caliz (Icruzcaliz@alachuacounty.us)

Status: Signed

Transaction ID: CBJCHBCAABAAfExaotC9FPHkvnbQtBm5gRlSo2j5iHFp

"ITA ITB 25-534-LC" History

Document created by Leira Cruz Caliz (Icruzcaliz@alachuacounty.us) 2025-04-10 - 2:42:23 PM GMT

Document emailed to TJ White (twhite@alachuacounty.us) for signature 2025-04-10 - 2:42:28 PM GMT

Email viewed by TJ White (twhite@alachuacounty.us) 2025-04-10 - 5:19:40 PM GMT

Document e-signed by TJ White (twhite@alachuacounty.us)
Signature Date: 2025-04-11 - 1:38:15 PM GMT - Time Source: server

Agreement completed. 2025-04-11 - 1:38:15 PM GMT