



# Alachua County Procurement

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

Thomas J. Rouse  
Contracts Supervisor

Monday, June 2, 2025

## **MEMORANDUM**

**To:** Theodore "TJ" White, Jr. NIGP-CPP, CPPB, Procurement Manager  
**From:** Mandy Mullins, Procurement Agent *mm*  
**Subject:** **INTENT TO AWARD**  
**RFP 26-247-E-MM Santa Fe Rivers Headwaters Preserve - East Tract - Alachua County Preserves Hunting Services Agreement**

<u>Solicitation Deadline:</u>	2:00 PM Wednesday, May 14, 2025,
<u>Solicitation Notifications View Count:</u>	608 Vendors
<u>Solicitations Downloads:</u>	23 Vendors
<u>Solicitations Submissions:</u>	2 Vendors

### **Vendors:**

A.T.N & Associates, Inc.  
Waldo, FL 32694

SIMS, Inc.  
Crescent City, FL 32112

### **RECOMMENDATION:**

The board approves the Evaluation Committee's award ranking below for RFP 26-247-E-MM Santa Fe Rivers Headwaters Preserve - East Tract - Alachua County Preserves Hunting Services Agreement.

1. A.T.N & Associates, Inc.
2. SIMS, Inc.

To approve the above ranking authorize staff to negotiate agreement with the top ranked hunt group. Should the staff be unable to negotiate a satisfactory agreement with the top-ranked group, negotiations with the unsuccessful group 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.

*TJ White*  
TJ White (Jun 5, 2025 08:43 EDT)

06/05/2025

Approved

Date

Theodore "TJ" White, Jr., NIGP-CPP, CPPB  
Procurement Manager  
TW/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 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](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 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.



**Public Meeting Minutes (Start Recording)**  
**RFP 26-247-E-MM Santa Fe Rivers Headwaters Preserve - East Tract - Alachua County Preserves Hunting Services Agreement**

Date: Monday, June 2, 2025

Start Time: 9:02am

Location: 12 SE 1<sup>st</sup> Street  
Third Floor Conference Room  
Gainesville, FL 32601

- 1. Call Meeting to Order**
- 2. RFP Process Overview for Today's Meeting**

Good morning, I am Mandy Mullins, with Procurement, and I will be administrating this meeting as the Committee Chair (non-voting member).

Introduce the Evaluation Committee (the Committee), Michael Nelson (Leader), Jesse Natwick, Matt Barker. Thank you, committee, for taking the time out of your busy schedule to evaluate these proposals.

Welcome to the citizens attending this Public Meeting, in person and online; this meeting is open to the public and you will have an announced time of 3 minutes for public comments. No response is required.

Please review the agenda that is on the screen.

The Committee will be evaluating vendors' proposals, discussing the submitted proposals, and approving the Committee's Ranking. The final ranking will be submitted to the Board of County Commissioners for approval and requesting authorization to move forward with negotiating contract(s).

- 3. RFP Committee Members Process Instructions**

**First**      The Committee has certified that they have no Conflict of Interest in OpenGov.  
*(show them on screen, discuss if necessary)*

**Second**    Due to the cone-of-silence imposed on the Committee, this is the first occasion they have been able to talk and work together.

**Third**      The Committee will discuss the proposals, starting with the Committee leader allowing each member to give feedback.

The Committee has broad latitude in their discussions, deliberations and ranking provided they are not arbitrary or capricious.

During this discussion, Committee members have the option to revisit their scores, as long as their reasoning is not arbitrary or capricious.

*(Encourage discussion on the proposals until all members are satisfied.  
Agents will monitor the discussion, following the RFP guidelines.)*

**Fourth**    The Committee will determine whether to request oral presentations or not.

**Motion for Oral Presentations:** Matt Barker motioned to not have Oral Presentations.

Seconded by Jesse Natwick

Vote 3-0 in favor.

**Fifth** Procurement will review the Administrator Scores which include Volume of Previous Work, Location Preference.

**Sixth** Procurement will review and confirm the scores provided by the Evaluation Committee.

Vendor	Matthew Barker	Jesse Natwick	Michael Nelson	Total Score (Max Score 200)
A.T.N & Associates, Inc.	170	169	171	170
SIMS Inc	150	149	154	151

- 4 Motion to Approve Ranking:** Michael Nelson motioned to approve the above ranking and authorize staff to negotiate agreement with the top ranked hunt group. Should the staff be unable to negotiate a satisfactory agreement with the top-ranked group, negotiations with the unsuccessful group 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; Matt Barker seconded the motion.

Vote 3-0 in favor.

- 5 Public Comments** (3 minutes): No public comment

- 6 Motion to Approve the Meeting Minutes:** Michael Nelson moved to approve the Minutes, Jesse Natwick seconded the motion.

Vote 3-0 in favor.

- 7** Meeting Adjourned at 9:23 a.m.



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 26-247-E-MM

#### Santa Fe Rivers Headwaters Preserve - East Tract - Alachua County Preserves Hunting Services Agreement

RESPONSE DEADLINE: May 14, 2025 at 2:00 pm

Monday, June 2, 2025

### SOLICITATION OVERVIEW

Project Title	Santa Fe Rivers Headwaters Preserve - East Tract - Alachua County Preserves Hunting Services Agreement
Project ID	RFP 26-247-E-MM
Project Type	Request For Proposal
Release Date	April 2, 2025
Due Date	May 14, 2025
Procurement Agent	Mandy Mullins
Evaluators	Matthew Barker, Jesse Natwick, Michael Nelson
Project Description	The services requested, herein, are for the Santa Fe River Headwaters Preserve - East Tract Agreement for Contractual Services to allow limited hunting opportunities in exchange for caretaking, maintenance, security and any other agreed upon services on the Property(ies).

### 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 26-247-E-MM Santa Fe Rivers Headwaters Preserve - East Tract - Alachua County Preserves Hunting Services Agreement.

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](#).

EXECUTIVE SUMMARY

Request For Proposal - Santa Fe Rivers Headwaters Preserve - East Tract - Alachua County Preserves Hunting Services Agreement

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## EXECUTIVE SUMMARY

RFP No. RFP 26-247-E-MM

Santa Fe Rivers Headwaters Preserve - East Tract - Alachua County Preserves Hunting Services Agreement

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The services requested, herein, are for the Santa Fe River Headwaters Preserve - East Tract Agreement for Contractual Services to allow limited hunting opportunities in exchange for caretaking, maintenance, security and any other agreed upon services on the Property(ies).

### 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](mailto:mmmullins@alachuacounty.us)

Phone: (352) 384-3090

**Department:**

Land Conservation Program

### Timeline

<b>Solicitation Release Date</b>	April 2, 2025
<b>Pre-Solicitation Meeting (Mandatory)</b>	April 11, 2025, 9:00am Balu Forest - 15634 NE SR 26 Gainesville FL 32641
<b>Question Submission Deadline</b>	May 4, 2025, 12:00am

## EXECUTIVE SUMMARY

RFP No. RFP 26-247-E-MM

Santa Fe Rivers Headwaters Preserve - East Tract - Alachua County Preserves Hunting Services Agreement

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<b>Solicitation Submission Deadline</b>	<p>May 14, 2025, 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 26-247-E-MM

Santa Fe Rivers Headwaters Preserve - East Tract - Alachua County Preserves Hunting Services Agreement

Date	Changed To	Changed By
Mar 11, 2025 12:42 PM	Draft	Mandy Mullins
Mar 19, 2025 8:45 AM	Review	Mandy Mullins
Apr 2, 2025 11:14 AM	Final	Mandy Mullins
Apr 2, 2025 11:14 AM	Post Pending	Mandy Mullins
Apr 2, 2025 11:18 AM	Open	Mandy Mullins
May 14, 2025 2:00 PM	Pending	OpenGov Bot
May 21, 2025 7:42 AM	Evaluation	Mandy Mullins

## PROPOSALS RECEIVED

Status	Vendor	Contact Info	Submission Date
Submitted	A.T.N & Associates, Inc.	George Nugent gnugent09@gmail.com	May 13, 2025 11:08 PM
No Bid	Patterson Veterinary	Gregory Pounds pvs.orders.gov- institute@pattersonvet.com	Apr 2, 2025 11:36 AM
Submitted	SIMS Inc	Spencer Jones sjones@simsinc.org	May 13, 2025 10:23 PM

## VENDOR QUESTIONNAIRE PASS/FAIL

Question Title	A.T.N & Associates, Inc.	SIMS Inc
Acknowledge that you have reviewed all Addendum(s) issued with this solicitation.	Pass	Pass
Mandatory Pre-Bid Attendance	Pass	Pass
Corporate Resolution Granting Signature	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
Drug Free Workplace	Pass	Pass



## EXECUTIVE SUMMARY

RFP No. RFP 26-247-E-MM

## Santa Fe Rivers Headwaters Preserve - East Tract - Alachua County Preserves Hunting Services Agreement

Question Title	A.T.N & Associates, Inc.	SIMS Inc
Vendor Eligibility	Pass	Pass
Conflict of Interest	Pass	Pass
Local Preference	Pass	Pass
Hunter Submittal		
Letter of Interest	Pass	Pass
Lead Hunter		Pass
Lead Hunter's Place of Employment	Pass	Pass
Lead Hunter's Distance in Miles from Property to Lead Hunter's Residence	Pass	Pass
Has Lead Hunter ever had a plea of guilty or nolo contendere to, or a conviction of a felony or wildlife violation; a plea of guilty or nolo contendere to, or a conviction of a first-degree misdemeanor within the last five years?	Pass	Pass
Has Lead Hunter you ever had a plea of guilty or nolo contendere to, or a conviction of a felony or wildlife violation; a plea of guilty or nolo contendere to, or a conviction of a first-degree misdemeanor within the last five years?	Pass	No Response
How much time will the Lead Hunter devote to the care taking, site maintenance and security services required by this agreement?	Pass	
Has Lead Hunter been a part of an Alachua County hunting license agreement or contract?	Pass	Pass
Has Lead Hunter been a part of an Alachua County hunting license agreement or contract?	No Response	No Response
Does the Lead Hunter have hunting experience?	Pass	Pass
Does the Lead Hunter have hunting experience?	Pass	Pass
Does the Lead Hunter have a Florida Hunter Safety Certification?	Pass	Pass

# EXECUTIVE SUMMARY

RFP No. RFP 26-247-E-MM

Santa Fe Rivers Headwaters Preserve - East Tract - Alachua County Preserves Hunting Services Agreement

Question Title	A.T.N & Associates, Inc.	SIMS Inc
Upload Florida Hunter Safety Certification or proof of exemption.	Pass	No Response
Are you willing to get a Florida Hunter Safety Certification?	No Response	Pass
Does the Lead Hunter have any training pertaining to wildlife management, land management and site security.	Pass	Pass
Lead Hunters Training Documentation	Pass	No Response
Has the Lead Hunter ever been employed in Natural Resources or Agriculture.	Pass	Fail
List any years of employment in Natural Resources or Agriculture.	No Response	Fail
Is the Lead Hunter a current or previous law enforcement officer?	Pass	Pass
Lead Hunter a current or previous law enforcement officer?	No Response	No Response
Has Lead Hunter ever held or been a party to a hunting lease or agreement?	Pass	Pass
Lead Hunter has ever held or been a party to a hunting lease or agreement?	Pass	Pass
For each agreement please List the Landowner or property manager with current contact information, duration and dates of agreement, duties performed, hunting privileges granted, and location and size of property.	Pass	Fail
Has the Lead Hunter ever provided Care Taking, Maintenance and Security Services on a property?	Pass	Fail
Have you ever provided Care Taking, Maintenance and Security Services on a property?	Pass	Fail

## EXECUTIVE SUMMARY

RFP No. RFP 26-247-E-MM

## Santa Fe Rivers Headwaters Preserve - East Tract - Alachua County Preserves Hunting Services Agreement

Question Title	A.T.N & Associates, Inc.	SIMS Inc
Lead Hunter provide a list of 3 references (excluding relatives) with their contact information and the context of your relationship, and any additional information you wish to include.	Pass	Pass
2nd Hunter Information	Pass	Pass
2nd Hunter's Place of Employment	Pass	Pass
2nd Hunter's Distance in Miles from Property to Lead Hunter's Residence	Pass	Pass
Has the 2nd Hunter ever had a plea of guilty or nolo contendere to, or a conviction of a felony or wildlife violation; a plea of guilty or nolo contendere to, or a conviction of a first-degree misdemeanor within the last five years?	Pass	Pass
Has 2nd Hunter you ever had a plea of guilty or nolo contendere to, or a conviction of a felony or wildlife violation; a plea of guilty or nolo contendere to, or a conviction of a first-degree misdemeanor within the last five years?	No Response	No Response
How much time will the 2nd devote to the care taking, site maintenance and security services required by this agreement?	Pass	Pass
Has Lead Hunter been a part of an Alachua County hunting license agreement or contract?	Pass	Pass
Has Lead Hunter been a part of an Alachua County hunting license agreement or contract?	No Response	No Response
Does the 2nd Hunter have hunting experience?	Pass	Pass
Does the Lead Hunter have hunting experience?	Pass	Pass
Does the 2nd Hunter have a Florida Hunter Safety Certification?	Pass	Pass
Upload Florida Hunter Safety Certification or proof of exemption.	Pass	No Response

## EXECUTIVE SUMMARY

RFP No. RFP 26-247-E-MM

## Santa Fe Rivers Headwaters Preserve - East Tract - Alachua County Preserves Hunting Services Agreement

Question Title	A.T.N & Associates, Inc.	SIMS Inc
Are you willing to get a Florida Hunter Safety Certification?	No Response	Pass
Does the 2nd Hunter have any training pertaining to wildlife management, land management and site security.	Pass	Pass
2nd Hunters Training Documentation	No Response	No Response
Has the 2nd Hunter ever been employed in Natural Resources or Agriculture.	Pass	Pass
List any years of employment in Natural Resources or Agriculture.	Pass	Pass
Is the Lead Hunter a current or previous law enforcement officer?	Pass	Pass
Lead Hunter a current or previous law enforcement officer?	No Response	No Response
Has 2nd Hunter ever held or been a party to a hunting lease or agreement?	Pass	Fail
For each agreement please List the Landowner or property manager with current contact information, duration and dates of agreement, duties performed, hunting privileges granted, and location and size of property.	Pass	Fail
Has the 2nd Hunter ever provided Care Taking, Maintenance and Security Services on a property?	Pass	Fail
Have you ever provided Care Taking, Maintenance and Security Services on a property?	Pass	Fail
2nd Hunter provide a list of 3 references (excluding relatives) with their contact information and the context of your relationship, and any additional information you wish to include.	Pass	Pass
Additional Hunters	Pass	Pass
Additional Hunter Information Form	No Response	No Response

# EXECUTIVE SUMMARY

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Santa Fe Rivers Headwaters Preserve - East Tract - Alachua County Preserves Hunting Services Agreement

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Question Title	A.T.N & Associates, Inc.	SIMS Inc
Acknowledgement of Requirements	Pass	Pass
Hunting Group		
Drive by Inspection with gates and fences (provide an answer based on schedule and details in Scope of Services).	Pass	Pass
Trailhead inspection (provide an answer based on schedule and details in Scope of Services).	Pass	Pass
Interior inspection – drive roads, firebreaks, check problem areas (provide an answer based on schedule and details in Scope of Services).	Pass	Pass
Walk non-road frontage boundary (provide an answer based on schedule and details in Scope of Services).	Pass	Pass
How long will it take you to inspect the Property after a security/maintenance complaint or issue is brought to your attention?	Pass	Pass
Mow Roads, trails and firebreaks (provide an answer based on schedule and details in Scope of Services).	Pass	Pass
Conduct Burn Preparation Mow or Harrow firebreaks (provide an answer based on schedule and details in Scope of Services).	Pass	Pass
Vertically trim roads, trails and firebreaks one time per year (provide an answer based on schedule and details in Scope of Services).	Pass	Pass
Clean up trash and debris dumped on Property and adjacent right-of-way (provide an answer based on schedule and details in Scope of Services).	Pass	Pass

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Santa Fe Rivers Headwaters Preserve - East Tract - Alachua County Preserves Hunting Services Agreement

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Question Title	A.T.N & Associates, Inc.	SIMS Inc
Clean up old scattered solid waste (provide an answer based on schedule and details in Scope of Services).	Pass	Pass
Post (where needed), replace, and maintain no trespass signs on Property boundary (signs provided by County) according to FL Statutes 810.11, (5)(a) "Posted land" is that land upon which.	Pass	Pass
Maintain/repair fences and gates (provide an answer based on schedule and details in Scope of Services).	Pass	Pass
Conduct intensive fence maintenance around the Public Use Area (If listed in Scope of Services).	Pass	Pass
Have any of the hunters ever harvested feral hogs?	Pass	Pass
Indicate who and where, and indicate how many years each person has harvested hogs?	Pass	Pass
Do the Hunters currently own equipment necessary to trap and harvest hogs?	Pass	Pass
Describe your equipment Number of traps? Type of traps/doors? Other equipment?	Pass	Pass
Do you own hog dogs?	Pass	Pass
The Hunters will be responsible for the control of hogs (If listed in Scope of Services).	Pass	Pass
Value-added Services	Pass	Pass
Pictures of Equipment to be used.	Pass	No Response

## QUESTIONS AND ANSWERS

### Approved, Unanswered Questions



Approved, Answers Provided

1. IRS 1099-MISC

Apr 25, 2025 11:03 AM

**Question:** Will the hunt group receive a 1099?

Apr 25, 2025 11:03 AM

**Answered by Mandy Mullins:** Alachua County will send the selected hunter/hunt group the IRS federal tax reporting Form-1099 annually, reflecting any value of the hunt lease opportunity that exceeds the value of caretaker services provided in that year. This value is not expected to exceed \$1,000 per leased property annually based on known and anticipated caretaker duties, but will be determined at the sole discretion of Alachua County.

Apr 25, 2025 11:07 AM

ADDENDA & NOTICES

ADDENDA ISSUED:

Addendum #1

Apr 15, 2025 8:01 AM

Addition See Section 5 Scope of Services, Section 5.5 Site Maintenance, # 7 "This site has 1.2 miles of existing roads to be mowed "

ADDENDA ACKNOWLEDGEMENTS:

Addendum #1

Proposal	Confirmed	Confirmed At	Confirmed By
SIMS Inc	X	May 13, 2025 10:22 PM	Spencer Jones
A.T.N & Associates, Inc.	X	May 12, 2025 12:44 PM	George Nugent

NOTICES ISSUED:

Notice #1

Apr 11, 2025 12:48 PM

SIS

Attachments:

· [SIS Site 26-247-E Santa Fe Headwaters](#)

Notice #2

May 14, 2025 4:13 PM

## EXECUTIVE SUMMARY

RFP No. RFP 26-247-E-MM

Santa Fe Rivers Headwaters Preserve - East Tract - Alachua County Preserves Hunting Services Agreement

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Please see the attached document.

### *Attachments:*

· [BT RFP E 25-247 Alachua County Preserves Hunting Services Agreements](#)

### **Notice #3**

*May 22, 2025 9:25 AM*

Alachua County Procurement announces a public meeting to which all persons are invited to attend an Evaluation Committee Meeting on **Monday, June 2, 2025**, 9:00 AM to discuss and update of the proposals for competitive solicitation RFP 26-247-E-MM Santa Fe Rivers Headwaters Preserve - East Tract - Alachua County Preserves Hunting Services Agreement. The final recommendations will be sent to the Alachua County Board of County Commissioners.

Topic: Public Notice of Evaluation Committee Meeting for RFP 26-247-E-MM Santa Fe Rivers Headwaters Preserve - East Tract - Alachua County Preserves Hunting Services Agreement

Time: **Monday, June 2, 2025** at 9:00 am Eastern Time (US and Canada)

Location: Alachua County Administration Building

3rd Floor Conference Room

12 SE 1st Street, Gainesville, FL 32601

Via Microsoft Teams

Meeting ID: 229 424 641 534 1

Passcode: as9Z3rN3

[https://teams.microsoft.com/l/meetup-join/19%3ameeting\\_NjJhOTU4YzMtMGI4Yi00MjhiLWFiNmEtYzYwMGFhMGIzMDcy%40thread.v2/0?content=%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_NjJhOTU4YzMtMGI4Yi00MjhiLWFiNmEtYzYwMGFhMGIzMDcy%40thread.v2/0?content=%7b%22Tid%22%3a%2290fc851d-766d-4d7b-a09c-bfbf1d2dac94%22%2c%22Oid%22%3a%22c82ab8e7-6ee1-4cd5-9191-4aa322a1828f%22%7d)

### **Dial in by phone**

[+1 469-998-7938,,303722185#](#) United States, Dallas

[Find a local number](#)

Phone conference ID: 303 722 185#

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:*

## EXECUTIVE SUMMARY

RFP No. RFP 26-247-E-MM

Santa Fe Rivers Headwaters Preserve - East Tract - Alachua County Preserves Hunting Services Agreement

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· [PM Notice 26-247-E Santa Fe Rivers Headwaters Preserve - East Tract](#)

# EVALUATION

## PHASE 1

### EVALUATORS

Name	Title	Agreement Accepted On
Matthew Barker	Senior Environmental Specialist	May 23, 2025 8:21 AM
Jesse Natwick	Senior Environmental Specialist	May 23, 2025 11:30 AM
Michael Nelson	Senior Environmental Specialist	May 22, 2025 1:43 PM

### EVALUATION CRITERIA

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

Description:

- A. Does the experience of the key staff support the hunter's competency in doing this type of work? Key staff includes Lead Hunter, and other hunt group members.
- B. Have the hunters done this type of work in the past?
  1. Based on questions above, award points as follows:
    - a. 21-30 points - Exceptional Experience
    - b. 11-20 points - Average Experience
    - c. 0-10 points - Minimal Experience
  2. Have the hunters recently done this type of work for the county, the state or for local government in the past?
    - a. If the work was acceptable, award up to ten (10) points.
    - b. If the hunter(s) has not done this type of work award zero (0) points.
    - c. If the work was unacceptable, deduct up to ten (10) points and note why.
  3. Are there factors, such as valued-added services, unique abilities, which would make a noticeable (positive) impact on the project?
    - a. If the answer is yes, award from one (1) to ten (10) points and note reasons.
    - b. If the answer is no, award zero (0) points and note reasons.

## EXECUTIVE SUMMARY

RFP No. RFP 26-247-E-MM

### Santa Fe Rivers Headwaters Preserve - East Tract - Alachua County Preserves Hunting Services Agreement

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Criteria	Scoring Method	Weight (Points)
Ability to Meet Project Schedule and Budget Requirements	Points Based	20 (10% of Total)

Description:

- A. Does the level of key staffing and their percentage of involvement, office location, and/or information contained in the transmittal letter indicate that the hunter will, or will not, meet time and budget requirements?
- B. To your knowledge, has the hunter 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. This factor is designed to determine how busy a hunter is by comparing all Florida work against Florida personnel.

Criteria	Scoring Method	Weight (Points)
Local Preference	Points Based	25 (12.5% of Total)

Description:

- A. This factor provide points to residence of Alachua County, consideration should be given to the capability of being responsive, by key members of the hunt group.
  - 1. Hunters will be awarded points for local preference based on the falling criteria:
  - 2. Award 25points if all members of the hunting group have resided in Alachua County for at least twelve (12) months prior to the advertisement of a Request for Proposal, Request for Qualifications, etc., by the Procurement Services Division; and
  - 3. Award 15 points if 50% - 99% of the members of the hunting group have resided in Alachua County for at least twelve (12) months prior to the advertisement of a Request for Proposal, Request for Qualifications, etc., by the Procurement Services Division, by the Procurement Services Division; and
  - 4. Award 10 points if 1% - 50% of the group have resided in Alachua County for at least twelve (12) months prior to the advertisement of a Request for Proposal, Request for Qualifications, etc., by the Procurement Services Division; and
  - 5. Award 0 points if no member of the hunting group have resided in Alachua County for at least twelve (12) months prior to advertisement of a Request for Proposal, Request for Qualifications, etc., by the Procurement Services Division.

## EXECUTIVE SUMMARY

RFP No. RFP 26-247-E-MM

### Santa Fe Rivers Headwaters Preserve - East Tract - Alachua County Preserves Hunting Services Agreement

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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.

Groups will be assigned 5 points if no members of the group have been a party to a license agreement or otherwise received permission to hunt on County Properties, except in the capacity of a paid trapper.

Groups will be assigned 1-4 points based on the number of years members have been a party to a license agreement or otherwise received permission to hunt on County Properties, except in the capacity of a paid trapper.

- 10 years and above = 1 work points
- 7-9 years = 2 work points
- 4-6 years = 3 work points
- 1-3 years = 4 work points
- 0 years = 5 work points

The Procurement Services Division will work with the committee members to verify information submitted by the hunters. Based on that process, Procurement will determine the number of points the hunter is eligible to receive for this factor.

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

Description:

- Did the hunter(s) develop a workable approach to the project?
- Does the proposal specifically address the County's needs or is it "generic" in content?
- Does the proposal specifically address the equipment available for the project and is the equipment adequate to accomplish the services?
- Were any value-added services offered and are these services appropriate and desirable for the property?

Criteria	Scoring Method	Weight (Points)
Hunt Group	Points Based	30 (15% of Total)

## EXECUTIVE SUMMARY

RFP No. RFP 26-247-E-MM

Santa Fe Rivers Headwaters Preserve - East Tract - Alachua County Preserves Hunting Services Agreement

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Description:

- A. Were all hunters identified?
- B. Does the Lead Hunter have experience coordinating personnel and projects of comparable size and scope?
- C. Is the team makeup appropriate for the project?
- D. Do the team members have experience with comparable projects?
- E. Have any or all hunters been in the same lease or worked together previously?
- F. 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

Vendor	Matthew Barker	Jesse Natwick	Michael Nelson	Total Score (Max Score 200)
A.T.N & Associates, Inc.	170	169	171	<b>170</b>
SIMS Inc	150	149	154	<b>151</b>

## VENDOR SCORES BY EVALUATION CRITERIA



## EXECUTIVE SUMMARY

RFP No. RFP 26-247-E-MM

Santa Fe Rivers Headwaters Preserve - East Tract - Alachua County Preserves Hunting Services Agreement

Vendor	Ability of Hunters Points Based 50 Points (25%)	Ability to Meet Project Schedule and Budget Requirements Points Based 20 Points (10%)	Local Preference Points Based 25 Points (12.5%)	Volume of Previous Work (VOW) awarded by the County Points Based 5 Points (2.5%)
A.T.N & Associates, Inc.	37	18.7	25	5
SIMS Inc	37	16.7	10	5

Vendor	Project Approach Points Based 50 Points (25%)	Hunt Group Points Based 30 Points (15%)	Project Schedule Points Based 10 Points (5%)	Proposal Organization Points Based 10 Points (5%)
A.T.N & Associates, Inc.	42.3	25.3	8.7	8
SIMS Inc	41.7	24.7	8.3	7.7

Vendor	Total Score (Max Score 200)
A.T.N & Associates, Inc.	170
SIMS Inc	151

## INDIVIDUAL PROPOSAL SCORES

### A.T.N & Associates, Inc.

#### Ability of Hunters | Points Based | 50 Points (25%)

Matthew Barker: 34

Private hunt lease experience. Value added services with variety of equipment for Earthwork, Habitat Restoration, & Exotics control. Numerous hog traps.

Jesse Natwick: 37

#2 0 points

Michael Nelson: 40

20 yrs experience has not this type of work for county, state or local numerous value added services stated that they could complete

#### Ability to Meet Project Schedule and Budget Requirements | Points Based | 20 Points (10%)

Matthew Barker: 18

## EXECUTIVE SUMMARY

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Santa Fe Rivers Headwaters Preserve - East Tract - Alachua County Preserves Hunting Services Agreement

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Owens land directly adjacent to property and has a schedule that should be able to be met based on their proximity. 20 hrs/month

Jesse Natwick: 20

Lives across the street.

Michael Nelson: 18

lives adjacent to the property

### Local Preference | Points Based | 25 Points (12.5%)

Matthew Barker: 25

All hunters reside in alachua county

Jesse Natwick: 25

All hunters reside in alachua county

Michael Nelson: 25

All hunters reside in alachua county

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

Matthew Barker: 5

Jesse Natwick: 5

Michael Nelson: 5

### Project Approach | Points Based | 50 Points (25%)

Matthew Barker: 45

Equipment seems adequate for project as well as value added services

Jesse Natwick: 40

Michael Nelson: 42

### Hunt Group | Points Based | 30 Points (15%)

Matthew Barker: 26

Jesse Natwick: 25

Michael Nelson: 25

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

Matthew Barker: 9

Jesse Natwick: 9

Michael Nelson: 8

## EXECUTIVE SUMMARY

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Santa Fe Rivers Headwaters Preserve - East Tract - Alachua County Preserves Hunting Services Agreement

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

Matthew Barker: 8

Jesse Natwick: 8

Michael Nelson: 8

### SIMS Inc

#### Ability of Hunters | Points Based | 50 Points (25%)

Matthew Barker: 36

Private hunt lease experience over many counties and acres. Extensive equipment list. Extensive knowledge indicated in KSAs, but not explicit Value Added services.

Jesse Natwick: 35

0 pts for #2

Michael Nelson: 40

30 yrs experience has not done this type of work for county, local or state could complete many value added services

#### Ability to Meet Project Schedule and Budget Requirements | Points Based | 20 Points (10%)

Matthew Barker: 15

2nd hunter lives adjacent to property. Could use more information about schedule and availability. Lots of equipment available.

Jesse Natwick: 19

#2 hunter lives next door.

Michael Nelson: 16

2nd hunter line right behind property

#### Local Preference | Points Based | 25 Points (12.5%)

Matthew Barker: 10

1 hunter reside in alachua county

Jesse Natwick: 10

1 hunter reside in alachua county

Michael Nelson: 10

1 hunter reside in alachua county

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

## EXECUTIVE SUMMARY

RFP No. RFP 26-247-E-MM

Santa Fe Rivers Headwaters Preserve - East Tract - Alachua County Preserves Hunting Services Agreement

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Matthew Barker: 5

Jesse Natwick: 5

Michael Nelson: 5

### Project Approach | Points Based | 50 Points (25%)

Matthew Barker: 43

Equipment available seems adequate for project. Value added services not specified.

Jesse Natwick: 40

Michael Nelson: 42

### Hunt Group | Points Based | 30 Points (15%)

Matthew Barker: 25

Hours and schedule seem appropriate.

Jesse Natwick: 24

Michael Nelson: 25

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

Matthew Barker: 9

Jesse Natwick: 8

Michael Nelson: 8

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

Matthew Barker: 7

Some generic boilerplate

Jesse Natwick: 8

Michael Nelson: 8