



Alachua County Procurement

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

Thomas J. Rouse
Contracts Supervisor

9/15/2025

MEMORANDUM

To: Theodore "TJ" White, Jr. NIGP-CPP, CPPB, Procurement Manager
From: Markisha Boykin, NIGP-CPP, CPPB, Procurement Agent III *MB*
Subject: **INTENT TO AWARD**
ITB 26-43 Annual Landscaping and Grounds Maintenance.

Solicitation Deadline: 2:00 PM, Wednesday, August 20, 2025
Solicitation Notifications View Count: 1451 Vendors
Solicitations Downloads: 54 Vendors
Solicitations Submissions: 7 Vendors

Vendors:

*BWC Services USA, LLC Ocala, FL 34475	Outdoor Living Southeast Inc. Valdosta, GA 31602
Collins Lawn Care Hampton, FL 32044	Peiffer and May Middleburg, FL 32068
KELLY KLEAN, LLC Macclenny, FL 32063	Southern Brothers Landscaping, LLC Trenton, FL 32693
NIPP & CLIPP LAWN CARE, L.L.C. Newberry, FL 32609	*Non-Responsive

RECOMMENDATION:

The Board to approve the bid award to primary NIPP & CLIPP LAWN CARE, L.L.C and Secondary Outdoor Living Southeast Inc., as the lowest, most responsive, and responsible vendors.

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

fwhite

Approved
Theodore "TJ" White, Jr., CPPB
Procurement Manager

09/16/2025

Date



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200
1824-2024

ALACHUA
COUNTY
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Alachua County Procurement

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

Thomas J. Rouse
Contracts Supervisor

TW/mb

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 responsive 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.



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1824-2024

**ALACHUA
COUNTY**
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Alachua County Facilities Management

Travis Parker
Facilities Director

September 12, 2025

MEMORANDUM

To: Theodore "TJ" White, Jr., Procurement Manager

From: Travis Parker, Facilities Director **Travis Parker**
Digitally signed by Travis Parker
Date: 2025.09.15 11:33:58 -04'00'

Subject: ITB 26-43-MB Annual Landscaping and Grounds Maintenance

Our department has completed its review of the submitted proposals for the above-referenced project and has determined that all seven vendors were responsive to the bid documents and instructions. The responding vendors are as follows:

1. BWC Services USA, LLC *
2. Collins Lawn Care
3. KELLY KLEAN, LLC
4. NIPP & CLIPP LAWN CARE, L.L.C.
5. Outdoor Living Southeast Inc.
6. Peiffer and May
7. Southern Brothers Landscaping, LLC

Upon review of the proposals, the department has determined the following vendor(s) should be ranked and retained as the lowest and most responsive bidder(s):

Primary: NIPP & CLIPP LAWN CARE, L.L.C.
Secondary: Outdoor Living Southeast Inc.

Please contact Patrick Thomas at pthomas@alachuacounty.us or (352) 374-5286 if you have any questions or need further information.

Cc: Carl Johns, Facilities Manager
Ray Billingsley, Building Services Coordinator
Paul Bekaert, Senior Fiscal Assistant
Markisha Boykin, Procurement Agent III



Alachua County, Florida

Procurement

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

EXECUTIVE SUMMARY

ITB No. 26-43-MB

Annual Landscaping and Grounds Maintenance

RESPONSE DEADLINE: August 20, 2025 at 2:00 pm

Monday, September 15, 2025

SOLICITATION OVERVIEW

Project Title	Annual Landscaping and Grounds Maintenance
Project ID	26-43-MB
Project Type	Invitation To Bid
Release Date	July 16, 2025
Due Date	August 20, 2025
Procurement Agent	Markisha Boykin, NIGP-CPP, CPPB
Project Description	The Alachua County Facilities Management Department is seeking qualified, experienced contractors to provide landscaping maintenance services for trees, shrubs, ground covers, and turf at public facilities maintained by the County. All work must be performed in accordance with the terms, conditions, and specifications outlined in this Invitation to Bid and completed according to seasonal schedules. Please note: <i>County facilities are not irrigated, in accordance with County regulations. Contractors must plan all maintenance activities with this in mind.</i>

Introduction

Summary

Alachua County Board of County Commissioners are requesting the submission of Bids for 26-43-MB Annual Landscaping and Grounds Maintenance.

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

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

EXECUTIVE SUMMARY

Invitation To Bid - Annual Landscaping and Grounds Maintenance

Page 1

EXECUTIVE SUMMARY

ITB No. 26-43-MB

Annual Landscaping and Grounds Maintenance

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

The Alachua County Facilities Management Department is seeking qualified, experienced contractors to provide landscaping maintenance services for trees, shrubs, ground covers, and turf at public facilities maintained by the County. All work must be performed in accordance with the terms, conditions, and specifications outlined in this Invitation to Bid and completed according to seasonal schedules.

Please note: *County facilities are not irrigated, in accordance with County regulations. Contractors must plan all maintenance activities with this in mind.*

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

Markisha Boykin, NIGP-CPP, CPPB

Procurement Agent III

Email: mboykin@alachuacounty.us

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

Department:

Facilities Management

Timeline

Solicitation Release Date	July 16, 2025
Pre-Proposal Meeting (Mandatory)	July 25, 2025, 9:30am Facilities Management Warehouse 6125 NW 18th Dr Gainesville, FL 32653
Question Submission Deadline	August 10, 2025, 12:00am

<p>Solicitation Submission Deadline</p>	<p>August 20, 2025, 2:00pm The scheduled solicitation opening will occur via Teams Meeting during a public 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

ITB No. 26-43-MB

Annual Landscaping and Grounds Maintenance

Date	Changed To	Changed By
May 30, 2025 12:09 PM	Draft	Markisha Boykin, NIGP-CPP, CPPB
Jun 23, 2025 5:00 PM	Review	Markisha Boykin, NIGP-CPP, CPPB
Jul 10, 2025 10:28 AM	Final	Markisha Boykin, NIGP-CPP, CPPB
Jul 10, 2025 10:28 AM	Post Pending	Markisha Boykin, NIGP-CPP, CPPB
Jul 16, 2025 8:00 AM	Open	OpenGov Bot
Aug 20, 2025 2:00 PM	Pending	OpenGov Bot
Aug 20, 2025 4:36 PM	Evaluation	Markisha Boykin, NIGP-CPP, CPPB

PROPOSALS RECEIVED

Status	Vendor	Contact Info	Submission Date
Submitted	Collins Lawn Care	Wyatt Collins wyatt.collins@collinslawncare.net (352) 665-7754	Aug 18, 2025 8:39 PM
Submitted	KELLY KLEAN, LLC	SHARON DOLBY kellykutklean1@gmail.com (904) 397-0760	Aug 19, 2025 10:35 AM
Submitted	NIPP & CLIPP LAWN CARE, L.L.C.	Clifton E Wallace cliftonwallace059@gmail.com	Aug 18, 2025 12:54 PM
Submitted	Outdoor Living Southeast Inc.	Brent Moore brent@outdoorlivingse.com (229) 560-7421	Aug 20, 2025 8:51 AM
No Bid	Patterson Veterinary	Gregory Pounds pvs.orders.gov-institute@pattersonvet.com	Jul 16, 2025 8:23 AM
Submitted	Peiffer and May	Gina Peiffer peifferandmay@gmail.com (609) 847-0719	Aug 18, 2025 8:00 PM
Submitted	Southern Brothers Landscaping, LLC	Valerie Bradham bids@southernbrotherslandscape.com (352) 219-9588	Aug 8, 2025 11:26 AM
Disqualified	BWC Services USA, LLC	Scott Barrett bwcservicesusa@gmail.com (904) 870-4994	Aug 15, 2025 8:47 AM

VENDOR QUESTIONNAIRE PASS/FAIL

EXECUTIVE SUMMARY

ITB No. 26-43-MB

Annual Landscaping and Grounds Maintenance

Question Title	Collins Lawn Care	KELLY KLEAN, LLC	NIPP & CLIPP LAWN CARE,L.L.C.	Outdoor Living Southeast Inc.
Submittal Confirmation	Pass	Pass	Pass	Pass
Mandatory Pre-Bid Attendance	Pass	Pass	Pass	Pass
Corporate Resolution	Pass	Pass	Pass	Pass
State Compliance	Pass	Pass	Pass	Pass
Public Record Trade Secret or Proprietary Confidential Business Information Exemption Request	Pass	Pass	Pass	Pass
Public Record Trade Secret or Proprietary Confidential Business Information Exemption Request	No Response	No Response	No Response	No Response
Public Record Trade Secret or Proprietary Confidential Business Information Exemption Request	No Response	No Response	No Response	No Response
Option 1: Company is an Alachua County Certified Small Business Enterprise.	Pass	Pass	Pass	Pass
SBE Certificate	No Response	No Response	No Response	No Response
Option 2: I certify that our Company will perform ALL work and that no subcontractors will be utilized for this bid.	Pass	Pass	Pass	Pass
Option 3: SBE Participation.	Pass	Pass	Pass	Pass
Option 4: SBE Good Faith Effort.	Pass	Pass	Pass	Pass
Alachua County Government Minimum Wage (GMW)	Pass	Pass	Pass	Pass

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ITB No. 26-43-MB

Annual Landscaping and Grounds Maintenance

Question Title	Collins Lawn Care	KELLY KLEAN, LLC	NIPP & CLIPP LAWN CARE,L.L.C.	Outdoor Living Southeast Inc.
DRUG FREE WORKPLACE	Pass	Pass	Pass	Pass
Vendor Eligibility	Pass	Pass	Pass	Pass
List all subcontractor's being utilized on this BID, (NON-SBE) IF no sub contractor are being utilized respond N/A	Pass	Pass	Pass	Pass
Responsible Agent	Pass	Pass	Pass	Pass
Number of years in this type of service?	Pass	Pass	Pass	Pass
Number of years licensed in Alachua County?	Pass	Pass	Pass	Pass
How many employees "ON THE JOB" each week?	Pass	Pass	Pass	Pass
Number of employees "ON CALL" each week?	Pass	Pass	Pass	Pass
Major Equipment	Pass	Pass	Pass	Pass
Do you currently hold any municipality contracts?	Pass	Pass	Pass	Pass
If you indicated yes to holding municipality contracts please list them below:	Pass	Pass	Pass	Pass
References	Pass	Pass	Pass	Pass
Are your employees screened by:	Pass	Pass	Pass	Pass
Cancelled or Termination	Pass	Pass	Pass	Pass
Cancellation and Termination	Pass	Pass	Pass	Pass
What constitutes your normal business days and working hours?	Pass	Pass	Pass	Pass

EXECUTIVE SUMMARY

ITB No. 26-43-MB

Annual Landscaping and Grounds Maintenance

Question Title	Collins Lawn Care	KELLY KLEAN, LLC	NIPP & CLIPP LAWN CARE,L.L.C.	Outdoor Living Southeast Inc.
Describe below, the Bidder's operational plan for providing the Services to Alachua County.	Pass	Pass	Pass	Pass
Conflict of Interest	Pass	Pass	Pass	Pass
Acknowledgement of Requirements	Pass	Pass	Pass	Pass

Question Title	Peiffer and May	Southern Brothers Landscaping, LLC
Submittal Confirmation	Pass	Pass
Mandatory Pre-Bid Attendance	Pass	Pass
Corporate Resolution	Pass	Pass
State Compliance	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
Option 1: Company is an Alachua County Certified Small Business Enterprise.	Pass	Pass
SBE Certificate	No Response	No Response
Option 2: I certify that our Company will perform ALL work and that no subcontractors will be utilized for this bid.	Pass	Pass
Option 3: SBE Participation.	Pass	Pass
Option 4: SBE Good Faith Effort.	Pass	Pass
Alachua County Government Minimum Wage (GMW)	Pass	Pass
DRUG FREE WORKPLACE	Pass	Pass
Vendor Eligibility	Pass	Pass

EXECUTIVE SUMMARY

ITB No. 26-43-MB

Annual Landscaping and Grounds Maintenance

Question Title	Peiffer and May	Southern Brothers Landscaping, LLC
List all subcontractor's being utilized on this BID, (NON-SBE) IF no sub contractor are being utilized respond N/A	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
Major Equipment	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
References	Pass	Pass
Are your employees screened by:	Pass	Pass
Cancelled or Termination	Pass	Pass
Cancellation and Termination	Pass	Pass
What constitutes your normal business days and working hours?	Pass	Pass
Describe below, the Bidder's operational plan for providing the Services to Alachua County.	Pass	Pass
Conflict of Interest	Pass	Pass
Acknowledgement of Requirements	Pass	Pass

QUESTIONS AND ANSWERS

Approved, Unanswered Questions

Approved, Answers Provided

1. Additional services

Jul 16, 2025 9:41 AM

Question: Are the mulch and plant replacements extra bid items or to be included in the monthly price?

Jul 16, 2025 9:41 AM

Answered by Patrick Thomas: The base monthly price will be for mowing, edging, string trimming, hedge trimming, minor tree trimming, blowing and clean-up. The mulch and plant replacements will be additions as needed and approved by the County.

Jul 18, 2025 7:43 AM

2. mowing areas

Jul 16, 2025 9:43 AM

Question: Do you have maps of the mowing(service) areas for each location?

Jul 16, 2025 9:43 AM

Answered by Patrick Thomas: There are a few landscaping maps attached for download in the Project Documents tab, #6 Attachments. For any locations not in the attachment, the location can be entered in a web mapping service in order to get comprehensive and interactive satellite imagery, street maps, and 360° panoramic views (Street View).

Jul 18, 2025 7:43 AM

3. incumbent

Jul 18, 2025 11:55 AM

Question: Please provide the current award price or prior bid tabs.

Jul 18, 2025 11:55 AM

Answered by Markisha Boykin, NIGP-CPP, CPPB: Please see the bid tabulation from the current bid in Addenda & Notices tab.

Jul 21, 2025 2:48 PM

4. Previous Contract

Jul 21, 2025 8:09 AM

Question: Was there a previous contract for this solicitation and if so, could it be uploaded?

Jul 21, 2025 8:09 AM

Answered by Markisha Boykin, NIGP-CPP, CPPB: The current bid is linked here <https://procurement.opengov.com/portal/alachuacounty/projects/97529>.

Jul 21, 2025 2:48 PM

5. Awarding Criteria

Jul 21, 2025 8:08 AM

Question: Will this be strictly low bid with no other qualifying factors?

Jul 21, 2025 8:08 AM

Answered by Patrick Thomas: The contract will be awarded to the lowest responsive and responsible vendor—meaning the vendor must meet all required qualifications and show they can complete the work in the best interest of the County. The County will review each vendor’s experience, qualifications, and ability to perform the work before making an award. The County may award contracts to multiple vendors, depending on its needs. Vendors understand that work assignments may vary throughout the term of the contract and that no specific amount of work is guaranteed.

Jul 21, 2025 2:48 PM

6. Equipment Pricing

Jul 21, 2025 8:06 AM

Question: Is the county wanting to know how much we would charge above product costs?

Jul 21, 2025 8:06 AM

Answered by Patrick Thomas: The requested markup for equipment rentals applies when specialized equipment is needed beyond standard mowing and trimming tools. If the County requests additional services not included in the monthly base services, and the awarded vendor does not already own the specialized equipment required, they may rent the necessary equipment to complete the work. Examples include skid steers, tractors, bucket trucks, or other machines needed for large or specialized tasks. All equipment must be operated safely by trained personnel. For example, if the County asks for help with storm cleanup after a hurricane, the vendor may rent a skid steer or dump trailer to assist with the cleanup.

Jul 21, 2025 2:48 PM

7. Additional Services (Labor Rates)

Jul 21, 2025 8:05 AM

Question: Is the county wanting to know how much these positions would cost hourly for labor that's outside the scope of work?

Jul 21, 2025 8:05 AM

Answered by Patrick Thomas: The requested hourly rates apply to Additional Services, which are not included in the Base Services. Base Services cover tasks like mowing, edging, string trimming, hedge

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ITB No. 26-43-MB

Annual Landscaping and Grounds Maintenance

trimming, minor tree trimming, blowing, and general cleanup. Additional Services are extra tasks not part of the regular Base Services. These may include, but are not limited to: storm cleanup, site restoration, large debris removal, or other work requested by the County.

Jul 21, 2025 2:48 PM

8. Sports Complex

Jul 24, 2025 7:39 AM

Question: For the maintenance around the complex, do we include the field next to the complex or just the area that's being visibly mowed currently?

Jul 24, 2025 7:39 AM

Answered by Patrick Thomas: At this time, pricing should only include the footprint of the building itself, as that is the only portion owned by the County. The surrounding areas, including the field next to the complex, are not part of our responsibility.

Jul 25, 2025 9:36 AM

9. Leveda Brown

Jul 24, 2025 7:40 AM

Question: Does the county want the area around the solar panels sprayed for weed control at Leveda Brown?

Jul 24, 2025 7:40 AM

Answered by Patrick Thomas: The area around the solar panels at Leveda Brown should be kept under control; however, the County prefers mechanical weed control—such as mowing, string trimming, or hand removal—rather than chemical spraying whenever possible.

Jul 25, 2025 9:36 AM

10. Fire Rescue and Farmers Market

Jul 24, 2025 7:41 AM

Question: There's a large field behind the fire station, is this to be maintained?

Jul 24, 2025 7:41 AM

Answered by Patrick Thomas: The large field behind the fire station is not owned by the County and does not need to be maintained. However, the areas around Fire Station #33, the Farmers Market and Vehicle Repair Shop, and the Fire Rescue Training Center should all be included in the maintenance.

Jul 25, 2025 9:37 AM

11. County Jail

Jul 24, 2025 7:42 AM

Question: There's a pond around back, would we be maintaining around it? Also, would we be cutting inside the fences?

Jul 24, 2025 7:42 AM

Answered by Patrick Thomas: The cleared area on the north side of the pond is County property and should be included in the maintenance. However, mowing inside the fenced areas of the jail is not included.

Jul 25, 2025 9:37 AM

12. Grove Park and Half Moon

Jul 24, 2025 7:44 AM

Question: These two line items don't have a location or description. Is there any more information we can have on where and/or what these areas are?

Jul 24, 2025 7:44 AM

Answered by Markisha Boykin, NIGP-CPP, CPPB: The address for Grove Park is 5606 SE 159th St, Hawthorne, FL 32640. The address for Half Moon is 6005 FL-45, Newberry, FL 32669. Please see attached document with screenshot images of the locations. See Official Notice #3

Jul 25, 2025 2:57 PM

13. High Springs Tower

Jul 24, 2025 7:45 AM

Question: The gate was locked at this location. Does there need to just be maintenance around the immediate tower or other areas inside the fence?

Jul 24, 2025 7:45 AM

Answered by Patrick Thomas: At the High Springs Tower—and at other tower sites—maintenance would primarily involve weed control along the fence line, as well as addressing any weeds growing in the gravel areas inside the fence and around the buildings.

Jul 25, 2025 9:37 AM

14. admin-annex

Jul 28, 2025 12:15 PM

Question: what is supposed to be maintained at the annex? The tree in front? The strip of vegetation behind the building?

EXECUTIVE SUMMARY

ITB No. 26-43-MB

Annual Landscaping and Grounds Maintenance

Jul 28, 2025 12:15 PM

Answered by Patrick Thomas: The area to mow is the narrow strip of grass on the west side of the Annex building, just left of the 2nd Avenue entrance. It sits behind the utility boxes and bike racks and runs along the brick walkway leading to the service door. The area includes a few trees, shrubs, and some mechanical equipment but only requires basic mowing/string trimming.

Jul 31, 2025 7:45 AM

15. Budget Inn & Scottish inn

Jul 28, 2025 12:16 PM

Question: This facility is under construction. Is the bid for outside of the construction gates only or inside the facility as well? Is there a point of contact to see inside the fence?

Jul 28, 2025 12:16 PM

Answered by Patrick Thomas: The bid covers the entire site once construction is finished, but there's no need to enter the active construction area right now. You're welcome to walk the grounds outside the fence before the bid closes, which should give you enough information to put together pricing. For location details, you can reference lot lines through the Alachua County Property Appraiser or MapGenius.

Jul 31, 2025 7:45 AM

16. Points of contact

Jul 28, 2025 12:19 PM

Question: A lot of the locations in the list do the maintenance themselves and were unaware of the bidding. Do you have a list of points of contacts for the locations that do in-house maintenance such as the jail, Metamorphosis, Leveda Brown, multiple fire stations, etc. so that we can see the facilities to bid on?

Jul 28, 2025 12:19 PM

Answered by Patrick Thomas: All communications with County personnel must go through the Procurement Office until the bid is complete. The attached list is a comprehensive inventory of Alachua County-owned sites; however, not all locations will be awarded as part of this contract, as some are already maintained by County staff. For parcel identification and to verify lot lines, please refer to the Alachua County Property Appraiser or MapGenius websites. Consider all grass areas when reviewing the site.

Jul 31, 2025 7:46 AM

17. Armory

Jul 28, 2025 12:20 PM

Question: Is the mowing area inside the fence as well as outside?

Jul 28, 2025 12:20 PM

Answered by Patrick Thomas: Yes, the mowing area includes both inside the fence and the areas outside the fence along the streets on the north and west sides of the property. For parcel identification and to verify lot lines, please refer to the Alachua County Property Appraiser or MapGenius websites.

Jul 31, 2025 7:46 AM

18. Half moon

Jul 28, 2025 12:25 PM

Question: How do we access the property to see the mowing and trimming areas? At the gate to half moon(gate was pictured in half moon info) there are tires laying in the brush. Is removal of the debris part of the clean-up or a bid item?

Jul 28, 2025 12:25 PM

Answered by Patrick Thomas: This site does not require a visit at this time. If awarded, the area will need to be maintained to the same standard as other awarded sites, including mowing to prevent overgrowth and trimming along the fence lines. Tree trimming should only be performed if necessary to allow mowing access. Debris removal, such as tires or other large items, is not included in the base bid and would be handled as an additional service if requested. For parcel identification and to verify lot lines, please refer to the Alachua County Property Appraiser or MapGenius websites.

Jul 31, 2025 7:46 AM

19. Medical examiner

Jul 28, 2025 12:27 PM

Question: Is the retaining ditch included in the mowing area? The retaining ditch goes from behind the medical examiner's office all the way down behind the other businesses as well.

Jul 28, 2025 12:27 PM

Answered by Patrick Thomas: The association maintains the common areas and stormwater basins. The County is only responsible for the area directly surrounding the County-owned building (between the building and sidewalks). For more details, including lot lines, please refer to the Property Appraiser's website.

Jul 31, 2025 7:47 AM

20. Freedom Center

Jul 29, 2025 12:16 PM

Question: What areas of this property are needing maintenance? Are the soccer fields to be included?

Jul 29, 2025 12:16 PM

Answered by Patrick Thomas: The area to be mowed includes all turf immediately surrounding the County-owned building and its parking lot on parcel 6846-1. Starting just north of the building on the north side of the courts and extending south to the sidewalk at the end of the main drive. It includes the grass around the building, both sides of the main walkway, the medians and perimeter of the parking lot, and the narrow strip of turf between the east side of the lot and the adjacent skate park. Do not include any adjacent open fields, stormwater basins, or the skate park itself.

Jul 31, 2025 7:47 AM

21. Previous Bid Tab

Jul 29, 2025 12:41 PM

Question: Was the previous bid tabulation based on the same number of cuts as this solicitation? Ex. 2 visits March-Oct. and 1 visit Nov-Feb

Jul 29, 2025 12:41 PM

Answered by Patrick Thomas: The mowing schedule in this solicitation reflects a revised minimum service frequency and may differ from the previous bid tabulation. For example, the current requirement of 2 visits per month from March to October and 1 visit per month from November to February is an update from prior service levels. Bids should be based on the frequency specified in this solicitation.

Jul 31, 2025 7:48 AM

22. Equestrian Center

Jul 29, 2025 12:46 PM

Question: Is this the same as the Alachua County Fair Grounds and includes the entire 36-acre property?

Jul 29, 2025 12:46 PM

Answered by Patrick Thomas: Yes, the Equestrian Center, is the entire 36.73-acre property that includes clubhouse and show room, a 250' x 150' covered arena, five separate barns with stalls, outdoor warm-up rings, RV camping sites and large event fields.

Jul 31, 2025 7:48 AM

23. Propertys

Jul 29, 2025 12:47 PM

Question: Will we know before bid is due which properties we will 100% be doing and which ones are at the county's discretion?

Jul 29, 2025 12:47 PM

Answered by Patrick Thomas: No, we won't have a final list of confirmed properties before the bid is due. Some locations are still under review or pending changes, and the County may adjust the list based on budget, need, or service priorities. However, all potential sites have been included in the bid documents so vendors can plan accordingly. Only the properties the County chooses to activate will be included in the awarded contract for service.

Jul 31, 2025 7:48 AM

24. Collection Centers

Jul 30, 2025 10:10 AM

Question: Is the correct address for the collection center in High Springs: 16935 NW US Hwy 441, High Springs, FL? The list has it as 16929 NW Hwy 441, Micanopy, FL.

Jul 30, 2025 10:10 AM

Answered by Patrick Thomas: This Collection Center shares the same property as Station 20, which includes both addresses: 16929 and 16935 NW Hwy 441. The correct city should be High Springs.

Jul 31, 2025 7:49 AM

25. Station 20

Jul 30, 2025 10:18 AM

Question: The station listed is Micanopy. Is it supposed to be High Springs?

Jul 30, 2025 10:18 AM

Answered by Patrick Thomas: Correct, Station 20 should be High Springs.

Jul 31, 2025 7:49 AM

26. Station 64

Jul 30, 2025 10:29 AM

Question: The address given is a wooded area and not a fire station. Station 64 is in Jacksonville when you look it up by station numbers. Please advise where this station is located.

Jul 30, 2025 10:29 AM

Answered by Patrick Thomas: The address provided is the future site of Station 64. This is the correct address. Service would not be required until construction is complete.

Jul 31, 2025 7:49 AM

27. High Springs tower

Jul 30, 2025 5:10 PM

Question: How do we access the high springs towers to see the properties current condition for bidding?

Jul 30, 2025 5:10 PM

Answered by Patrick Thomas: Due to security protocols, we are not scheduling site visits for the High Springs Tower location at this time. However, general site conditions are typical of our other tower locations—primarily gravel areas within the fenced perimeter and minimal vegetation beyond the fence line. For bidding purposes, you may assume standard maintenance needs such as weed control along the fence line and removal of any vegetation growing in the gravel areas inside the fence and around the building.

Aug 5, 2025 9:47 AM

28. Station 64

Aug 1, 2025 11:43 AM

Question: If this is a future site for station 64. That address does not pull up anything on the property appraiser's site. Do you have any information on the station such as acreage and landscaping plans?

Aug 1, 2025 11:43 AM

Answered by Markisha Boykin, NIGP-CPP, CPPB: Station 64 is nearing completion; the total site is 5 acres. The location is just south of Harry Beckwith's Gun & Range. See Attachment Official Notice #4.

Aug 5, 2025 9:47 AM

29. collection center-archer

Aug 1, 2025 12:16 PM

Question: What are the parameters of the mowing area for bid? Just around the collection area or the drive and fields as well?

Aug 1, 2025 12:16 PM

Answered by Patrick Thomas: For bidding purposes, mowing should be limited to the areas commonly accessed by the public and staff. This includes the driveway leading to the collection center, the cleared areas around the main facility, and any adjacent spaces where vehicles or people would typically be present. There is no expectation to mow fields or wooded areas that are not directly tied to the use of the site. The focus should remain on maintaining clear and safe access to the collection center and keeping the immediate surroundings presentable.

Aug 5, 2025 9:47 AM

30. Follow Up on Question 21

Aug 1, 2025 2:04 PM

Question: What was the previous cut frequency that was solicited with the previous bid?

Aug 1, 2025 2:04 PM

Answered by Markisha Boykin, NIGP-CPP, CPPB: See Attachment Official Notice #5

Aug 5, 2025 9:47 AM

31. No subject

Aug 4, 2025 2:24 PM

Question: Was this contract completed by the previous vendor ?

Aug 4, 2025 2:24 PM

Answered by Patrick Thomas: Some portions of the contract were completed by County personnel, while other portions were handled by the awarded vendors. The work was not completed solely by the previous vendor.

Aug 5, 2025 10:14 AM

ADDENDA & NOTICES

ADDENDA ISSUED:

Addendum #1

Jul 31, 2025 7:50 AM

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

Pricing sheet revised.

ADDENDA ACKNOWLEDGEMENTS:

Addendum #1

Proposal	Confirmed	Confirmed At	Confirmed By
Southern Brothers Landscaping, LLC	X	Aug 8, 2025 10:30 AM	Valerie Bradham
NIPP & CLIPP LAWN CARE,L.L.C.	X	Aug 12, 2025 1:55 PM	Clifton E Wallace
Peiffer and May	X	Aug 12, 2025 6:57 AM	Gina Peiffer
Collins Lawn Care	X	Aug 17, 2025 10:10 AM	Wyatt Collins
KELLY KLEAN, LLC	X	Aug 5, 2025 11:46 AM	SHARON DOLBY

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Outdoor Living Southeast Inc.	X	Aug 18, 2025 8:37 AM	Brent Moore
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NOTICES ISSUED:

Notice #1

Jul 21, 2025 2:48 PM

Attached is the current bid tabulation.

Attachments:

· [Evaluation Tabulation \(49\)](#)

Notice #2

Jul 25, 2025 10:44 AM

Please see the attached document.

Attachments:

· [SIS ITB 26-43 Annual Landscaping and Grounds Maintenance](#)

Notice #3

Jul 25, 2025 2:57 PM

Please see the response to question #12.

Attachments:

· [Question 12 Grove Park and Half Moon](#)

Notice #4

Aug 5, 2025 9:47 AM

Please see the attachment.

Attachments:

· [Station 64](#)

Notice #5

Aug 5, 2025 9:47 AM

Please see the attachment.

Attachments:

· [previous mowing schedule](#)

Notice #6

Sep 11, 2025 2:12 PM

RECOMMENDATION:

~~The Board to approve the bid award to primary BWC Services USA, LLC and Secondary NIPP & CLIPP LAWN CARE, L.L.C., as the lowest, most responsive, and responsible vendors.~~

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

Attachments:

· [ITA ITB 26-43 Annual Landscaping and Grounds Maintenance](#)

EVALUATION

SELECTED VENDOR TOTALS

Vendor	Total
NIPP & CLIPP LAWN CARE,L.L.C.	\$249,000.00
Outdoor Living Southeast Inc.	\$268,275.00
Peiffer and May	\$306,420.00
KELLY KLEAN, LLC	\$461,676.00
Collins Lawn Care	\$586,399.56
Southern Brothers Landscaping, LLC	\$854,640.00

BASIC SERVICES

Basic Services are billed as a flat monthly rate over 12 months.

Vendor	Total
NIPP & CLIPP LAWN CARE,L.L.C.	\$249,000.00
Outdoor Living Southeast Inc.	\$268,275.00
Peiffer and May	\$306,420.00
KELLY KLEAN, LLC	\$461,676.00
Collins Lawn Care	\$586,399.56
Southern Brothers Landscaping, LLC	\$854,640.00

ADDITIONAL SERVICES (LABOR RATES)

Hourly rates apply to work performed during regular hours, after-hours, weekends, or holidays, with no differential allowed.

Vendor	Total
Collins Lawn Care	\$0.00
KELLY KLEAN, LLC	\$0.00

EXECUTIVE SUMMARY

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Vendor	Total
NIPP & CLIPP LAWN CARE,L.L.C.	\$0.00
Outdoor Living Southeast Inc.	\$0.00
Peiffer and May	\$0.00
Southern Brothers Landscaping, LLC	\$0.00

EQUIPMENT PRICING

Percentage Mark-up for Equipment Rentals (Examples: trencher, skid steer, stump grinder, aerial lift, auger)

Informational table contains no pricing

MATERIAL PRICING

Percentage Mark-up Landscaping Materials (Examples: mulch, soil, rock, gravel, landscape fabric, edging)

Informational table contains no pricing

PLANT PRICING

Percentage Mark-up for Plants (Examples: 1-gallon perennials, 3-gallon shrubs, 15-gallon trees)

Informational table contains no pricing


ITA ITB 26-43 Annual Landscaping and Grounds Maintenance UPDATED packet 9.15.2025


Final Audit Report


2025-09-16


Created:	2025-09-15
By:	Markisha Boykin (MBOYKIN@ALACHUACOUNTY.US)
Status:	Signed
Transaction ID:	CBJCHBCAABAA4roTIIAflI9n0PbdO7bs1vzZ6THepTKF


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