



ALACHUA COUNTY Procurement

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

Thomas J. Rouse
Contracts Supervisor

March 9, 2026

MEMORANDUM

TO: Theodore “TJ” White, Jr. NIGP-CPP, CPPB, Procurement Manager

FROM: Precious Merriweather, Procurement Agent I *Precious Merriweather*
Precious Merriweather (Mar 10, 2026 15:21:23 EDT)

**SUBJECT: INTENT TO AWARD
RFP 26-560-PM Alachua County Agreement for Administrative Services for CDBG
25DB-H07**

Solicitation Opening Date: 2:00 PM, 2/11/2026
Solicitation Notifications View Count: 564 Vendors
Solicitations Downloaded by: 37 Vendors
Solicitations Submissions: 4 Vendors

Vendors:	
CS EXCLUSIVE ENTERPRISE LLC Boca Raton, FL 33432	Fred Fox Enterprises, Inc. Saint Augustine, FL 32086
FutureInnoX Melbourne, FL 32940	Sunshine Enterprise USA LLC Maitland, FL 32751

RECOMMENDATION:

The board approves the Evaluation Committee’s award ranking below for **RFP 26-560-PM Alachua County Agreement for Administrative Services for CDBG 25DB-H07**.

1. Fred Fox Enterprises, Inc.
2. Sunshine Enterprise USA LLC
3. FutureInnoX
4. CS EXCLUSIVE ENTERPRISE LLC

To approve the above ranking and authorize staff to negotiate agreement with the top ranked firm. Should the staff be unable to negotiate a satisfactory agreement with the top-ranked firm, negotiations with the unsuccessful firm will be terminated. 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.


TJ White (Mar 16, 2026 15:04:15 EDT)

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

03/16/26

Date

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Vendor Complaints or Grievances; Right to Protest

Unless otherwise governed by state or Federal law, this part shall govern the protest and appeal of Procurement decisions by the County. As used in Part A of Article 9 of the Procurement Code, the term “Bidder” includes anyone that submits a response to an invitation to bid or one who makes an offer in response to a solicitation (e.g., ITB, RFP, ITN), and is not limited solely to one that submits a bid in response to an Invitation to Bid (ITB).

- (1) *Notice of Solicitations and Awards.* The County shall provide notice of all solicitations and awards by electronic posting in accordance with the procedures and Florida law.
- (2) *Solicitation Protest.* Any prospective Bidder may file a solicitation protest concerning a solicitation.
 - (a) *Basis of the Solicitation Protest:* The alleged basis for a solicitation protest shall be limited to the following:
 - i. The terms, conditions or specifications of the solicitation are in violation of, or are inconsistent with this Code, Florida Statutes, County procedures and policies, or the terms of the solicitation at issue, including but not limited to the method of evaluating, ranking or awarding of the solicitation, reserving rights of further negotiations, or modifying or amending any resulting contract; or
 - ii. The solicitation instructions are unclear or contradictory.
 - (b) *Timing and Content of the Solicitation Protest:* The solicitation protest must be in writing and must be received by the Procurement Manager, twhite@alachuacounty.us by no later than the solicitation’s question submission deadline. Failure to timely file a solicitation protest shall constitute a total and complete waiver of the Bidder’s right to protest or appeal any solicitation defects, and shall bar the Bidder from subsequently raising such solicitation defects in any subsequent Award Protest, if any, or any other administrative or legal proceeding. In the event a solicitation protest is timely filed, the protesting party shall be deemed to have waived any and all solicitation defects that were not timely alleged in the protesting party’s solicitation protest, and the protesting party shall be forever barred from subsequently raising or appealing said solicitation defects in a subsequent award protest, if any, or any other administrative or legal proceeding. The solicitation protest must include, at a minimum, the following information:
 - i. The name, address, e-mail and telephone number of the protesting party;
 - ii. The solicitation number and title;
 - iii. Information sufficient to establish that the protesting party has legal standing to file the solicitation Protest because:
 1. It has a substantial interest in and is aggrieved in connection with the solicitation; and
 2. That the protesting party is responsive, in accordance with the criteria set forth in the solicitation, unless the basis for the Solicitation Protest alleges that the criteria set forth in the solicitation is defective, in which case the protesting party must demonstrate that it is responsible in accordance with the criteria that the protesting party alleges should be used;
 - iv. A detailed statement of the basis for the protest.
 - v. References to section of the Code, Florida Statutes, County policies or procedure or solicitation term that the protesting party alleges have been violated by the County or that entitles the protesting party to the relief requested;
 - vi. All supporting evidence or documents that substantiate the protesting party’s alleged basis for the protest; and
 - vii. The form of the relief requested.

- (c) *Review and Determination of Protest:* If the Solicitation Protest is not timely, the Procurement Manager shall notify the protesting party that the Solicitation Protest is untimely and, therefore, rejected. The Procurement Manager shall consider all timely Solicitation Protests and may conduct any inquiry that the Procurement Manager deems necessary to make a determination regarding a protest. The Procurement Manager shall issue a written determination granting or denying the protest. The written determination shall contain a concise statement of the basis for the determination.
 - (d) *Appeal:* If the protesting party is not satisfied with the Procurement Manager's determination, the protesting party may appeal the determination to the County Manager by filing a written appeal, which sets forth the basis upon which the appeal is based, including all supporting documentation. The scope of the appeal shall be limited to the basis alleged in the Solicitation Protest. The appeal must be filed with the Procurement Manager within five business days of the date on which the Procurement Manager's written determination was sent to the protesting party. Failure to timely file an appeal shall constitute a waiver of the protesting party's rights to an appeal of the Procurement Manager's determination, and the protesting party shall be forever barred from subsequently raising or appealing said Solicitation defects in a subsequent award protest, if any, or any other administrative or legal proceeding. After considering the appeal, the County Manager must determine whether the solicitation should stand, be revised, or be cancelled, and issue a written determination and provide copies of the determination to the protesting party. The determination of the County Manager shall be final and not subject to further appeal under this code.
- (3) *Award Protest.* Any Bidder who is not the intended awardee and who claims to be the rightful awardee may file an award protest. However, an award protest is not valid and shall be rejected for lack of standing if it does not demonstrate that the protesting party would be awarded the Solicitation if its protest is upheld.
- (a) *Basis of the Award Protest:* The alleged basis for an Award Protest shall be limited to the following:
 - i. The protesting party was incorrectly deemed non-responsive due to an incorrect assessment of fact or law;
 - ii. The County failed to substantively follow the procedures or requirements specified in the solicitation documents, except for minor irregularities that were waived by the County in accordance with this Code, which resulted in a competitive disadvantage to the protesting party; and
 - iii. The County made a mathematical error in evaluating the responses to the solicitation, resulting in an incorrect score and not protesting party not being selected for award.
 - (b) *Timing and Content of the Award Protest:* The Award Protest must be in writing and must be received by the Procurement Manager, twhite@alachuacounty.us by no later than 3:00 PM on the third business day after the County's proposed Award decision was posted by the County. Failure to timely file an Award Protest shall constitute a total and complete waiver of the Bidder's right to protest or appeal the County's proposed Award decision in any administrative or legal proceeding. In the event an Award Protest is timely filed, the protesting party shall be deemed to have waived any and all proposed Award defects that were not timely alleged in the protesting party's Award Protest, and the protesting party shall be forever barred from subsequently raising or appealing said Award defects in any administrative or legal proceeding. The Award Protest must include, at a minimum, the following information:
 - i. The name, address, e-mail and telephone number of the protesting party;
 - ii. The Solicitation number and title;

- iii. Information sufficient to establish that the protesting party's response was responsive to the Solicitation;
 - iv. Information sufficient to establish that the protesting party has legal standing to file the Solicitation Protest because:
 - 1. The protesting party submitted a response to the Solicitation or other basis for establishing legal standing;
 - 2. The protesting party has a substantial interest in and is aggrieved in connection with the proposed Award decision; and
 - 3. The protesting party, and not any other bidder, should be awarded the Solicitation if the protesting party's Award Protest is upheld.
 - v. A detailed statement of the basis for the protest;
 - vi. References to section of the Code, Florida Statutes, County policies or procedure or solicitation term that the protesting party alleges have been violated by the County or that entitles the protesting party to the relief requested;
 - vii. All supporting evidence or documents that substantiate the protesting party's alleged basis for the protest; and
 - viii. The form of the relief requested.
- (c) *Review and Determination of Protest:* If the Award Protest is not timely, the Procurement Manager shall notify the protesting party that the Award Protest is untimely and, therefore, rejected. The Procurement Manager shall consider all timely Award Protests and may conduct any inquiry that the county Procurement Manager deems necessary to resolve the protest by mutual agreement or to make a determination regarding the protests. The Procurement Manager shall issue a written determination granting or denying each protest. The written determination shall contain a concise statement of the basis for the determination.
- (d) *Appeal:*
- i. If the protesting party is not satisfied with the Procurement Manager's determination, the protesting party may appeal the determination to the County Manager by filing a written appeal, which sets forth the basis upon which the appeal is based. The scope of the appeal shall be limited to the basis alleged in the award protest. The appeal must be filed with the Procurement Manager within five business days of the date on which the Procurement Manager's written determination was mailed to the protesting party. Failure to timely file an appeal shall constitute a waiver of the protesting party's rights to an appeal of the Procurement Manager's determination, and the protesting party shall be forever barred from subsequently raising or appealing said award defects in any administrative or legal proceeding.
 - ii. After reviewing the appeal, the County Manager will issue a written final determination and provide copies of the determination to the protesting party. Prior to issuing a final determination, the County Manager, in his or her discretion, may direct a hearing officer, or magistrate, to conduct an administrative hearing in connection with the protest and issue findings and recommendations to the County Manager. Prior to a hearing, if held, the Procurement Manager must file with the hearing officer the protest, any background information, and his or her written determination. The protesting party and the County shall equally share the cost of conducting any hearing, including the services of the hearing officer. If applicable, the County Manager may wait to issue a written final determination until after receipt of the findings and recommendations of the hearing officer. The determination of the County Manager shall be final and not subject to further appeal under this code.
- (4) *Burden of Proof:* Unless otherwise provide by Florida law, the burden of proof shall rest with the protesting party.

- (5) *Stay of Procurements during Protests.* In the event of a timely protest, the County shall not proceed further with the solicitation or with the award of the contract until the Procurement Manager, after consultation with the head of the using department, makes a written determination that the award of the solicitation without delay is:
- (a) Necessary to avoid an immediate and serious danger to the public health, safety, or welfare;
 - (b) Necessary to avoid or substantial reduce significant damage to County property;
 - (c) Necessary to *avoid or substantially reduce interruption of essential County Services; or;*
 - (d) Otherwise in the best interest of the public.



Alachua County, Florida

Procurement

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

EXECUTIVE SUMMARY

RFP No. RFP 26-560-PM

Alachua County Agreement for Administrative Services for CDBG 25DB-H07

RESPONSE DEADLINE: February 11, 2026 at 2:00 pm

Monday, March 9, 2026

SOLICITATION OVERVIEW

Project Title	Alachua County Agreement for Administrative Services for CDBG 25DB-H07
Project ID	RFP 26-560-PM
Project Type	Request For Proposal
Release Date	January 14, 2026
Due Date	February 11, 2026
Procurement Agent	Precious Merriweather
Evaluators	Ashley Baird, Ivy Bell, Lalit Lalwani, Ken McMurry, Ralston Reodica

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Alachua County Agreement for Administrative Services for CDBG 25DB-H07

Project Description	<p>Alachua County has been selected to participate in the Small Cities Community Development Block Grant (“CDBG”) Program. Subgrant Contract Number: 25DB-H07; FLAIR Contract Number: H2595; CFDA Number: 14.228; FFY 2023 Funding Cycle.</p> <p>The program is requesting management services to assist residents throughout the County with necessary repairs that may be provided in the form of renovation or demolition and replacement of existing housing units. At a minimum, 11 housing units whose occupants qualify as low- to moderate-income (LMI) households will be rehabilitated and brought into compliance with the local housing code and the U.S. Department of Housing and Urban Development’s (“HUD”) Section 8 requirements. Four (4) of the eleven (11) households served will be occupied by persons who qualify as “low-income;” another four (4) of the eleven (11) households served will be occupied by persons who qualify as “very low-income.” Additional LMI housing units may be served if adequate funds remain in the budget after the eleven (11) contracted housing units are completed. Temporary relocation assistance will be provided to residents that are unable to remain in the home during construction.</p>
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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 26-560-PM Alachua County Agreement for Administrative Services for CDBG 25DB-H07.

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](#).

Alachua County has been selected to participate in the Small Cities Community Development Block Grant (“CDBG”) Program. Subgrant Contract Number: 25DB-H07; FLAIR Contract Number: H2595; CFDA Number: 14.228; FFY 2023 Funding Cycle.

The program is requesting management services to assist residents throughout the County with necessary repairs that may be provided in the form of renovation or demolition and replacement of existing housing units. At a minimum, 11 housing units whose occupants qualify as low- to moderate-income (LMI) households will be rehabilitated and brought into compliance with the local housing code and the U.S. Department of Housing and Urban Development’s (“HUD”) Section 8 requirements. Four (4) of the eleven (11) households served will be occupied by persons who qualify as “low-income;”

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Alachua County Agreement for Administrative Services for CDBG 25DB-H07

another four (4) of the eleven (11) households served will be occupied by persons who qualify as “very low-income.” Additional LMI housing units may be served if adequate funds remain in the budget after the eleven (11) contracted housing units are completed. Temporary relocation assistance will be provided to residents that are unable to remain in the home during construction.

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

Precious Merriweather

Procurement Agent I

Email: pmerriweather@alachuacounty.us

Phone: [\(352\) 337-6269](tel:3523376269)

Department:

Community Support Services

Timeline

Solicitation Release Date	January 14, 2026
Question Submission Deadline	February 1, 2026, 12:01am

<p>Solicitation Submission Deadline</p>	<p>February 11, 2026, 2:00pm</p> <p>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

RFP No. RFP 26-560-PM

Alachua County Agreement for Administrative Services for CDBG 25DB-H07

Date	Changed To	Changed By
Aug 13, 2025 10:50 AM	Draft	Precious Merriweather
Sep 18, 2025 11:24 AM	Review	Precious Merriweather
Jan 8, 2026 2:46 PM	Final	Precious Merriweather
Jan 8, 2026 2:46 PM	Post Pending	Precious Merriweather
Jan 9, 2026 3:11 PM	Final	Precious Merriweather
Jan 9, 2026 3:12 PM	Post Pending	Precious Merriweather
Jan 14, 2026 9:00 AM	Open	OpenGov Bot
Feb 11, 2026 2:00 PM	Pending	OpenGov Bot
Feb 18, 2026 1:37 PM	Evaluation	Precious Merriweather

PROPOSALS RECEIVED

Status	Vendor	Contact Info	Submission Date
Submitted	CS EXCLUSIVE ENTERPRISE LLC	Ashlee O Neal info@csexclusive.org (800) 214-5845	Jan 22, 2026 3:05 PM
Submitted	Fred Fox Enterprises, Inc.	Fred Fox fred.fox@fredfoxenterprises.com	Feb 11, 2026 11:03 AM
Submitted	FutureInnoX	Nathalia Gillot nathalia@futureinnox.com	Feb 11, 2026 2:00 PM
No Bid	Patterson Veterinary	Gregory Pounds pvs.orders.gov- institute@pattersonvet.com	Jan 14, 2026 9:09 AM
Submitted	Sunshine Enterprise USA LLC	SAM FARAGALLA samf@seu-usa.com	Feb 11, 2026 1:35 PM

VENDOR QUESTIONNAIRE PASS/FAIL

Question Title	CS EXCLUSIVE ENTERPRISE LLC	Fred Fox Enterprises, Inc.	FutureInnoX	Sunshine Enterprise USA LLC
Corporate Resolution	Pass	Pass	Pass	Pass
State Compliance	Pass	Pass	Pass	Pass
Request for W-9.	Pass	Pass	Pass	Pass
Public Record Trade Secret or Proprietary Confidential Business Information Exemption Request	Pass	Pass	Pass	Pass

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Question Title	CS EXCLUSIVE ENTERPRISE LLC	Fred Fox Enterprises, Inc.	FutureInnoX	Sunshine Enterprise USA LLC
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
Small Business Enterprise Option 1: SBE Proposer	Pass	Pass	Pass	Pass
Alachua County Small Business Enterprise Certificate	No Response	No Response	No Response	No Response
Small Business Enterprise Option 2: 30% SBE Proposer Participation	Pass	Pass	Pass	Pass
Alachua County Small Business Enterprise Certificate	No Response	No Response	No Response	No Response
Small Business Enterprise Option 3: 15% - 29% SBE Prosper Participation	Pass	Pass	Pass	Pass
Alachua County Small Business Enterprise Certificate	No Response	No Response	No Response	No Response
Small Business Enterprise Option 4: No Subcontractors	Pass	Pass	Pass	Pass
Consultant Small Business Enterprise Good Faith Effort Option 5.	Pass	Pass	Pass	Pass
Alachua County Government Minimum Wage	Pass	Pass	Pass	Pass
Alachua County Location Preference	Pass	Pass	Fail	Fail

Question Title	CS EXCLUSIVE ENTERPRISE LLC	Fred Fox Enterprises, Inc.	FutureInnoX	Sunshine Enterprise USA LLC
Drug Free Workplace	Pass	Pass	Pass	Pass
Vendor Eligibility	Pass	Pass	Pass	Pass
NON-SBE Subcontractors	Pass	Pass	Pass	Pass
Responsible Agent Designation	Pass	Pass	Pass	Pass
How do you ensure the general public and applicants are aware of program availability, project status, construction timelines and progress?	Pass	Pass	Pass	Pass
How do you resolve conflicts between homeowners, neighbors, contractors, subcontractors and project partners?	Pass	Pass	Pass	Pass
How do you ensure homeowners are satisfied when construction and repairs are completed?	Pass	Pass	Pass	Pass
Request for Proposal Submittal Documentation	Pass	Pass	Pass	Pass
Conflict of Interest	Pass	Pass	Pass	Pass
Acknowledgement of Requirements	Pass	Pass	Pass	Pass

QUESTIONS AND ANSWERS

No Questions Received.

ADDENDA & NOTICES

ADDENDA ISSUED:

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Alachua County Agreement for Administrative Services for CDBG 25DB-H07

No Addenda issued.

NOTICES ISSUED:

Notice #1

Feb 26, 2026 2:33 PM

Alachua County Procurement announces a public meeting to which are invited to attend an Evaluation Committee Meeting on **Monday, March 9, 2026**, 2:00 PM for vendors to attend and ask questions about the process and the solicitation RFP 26-560-PM Alachua County Agreement for Administrative Services for CDBG 25DB-H07.

Topic: Public Notice of Evaluation Committee Meeting for RFP 26-560-PM Alachua County Agreement for Administrative Services for CDBG 25DB-H07

Time: **Monday, March 9, 2026** at 2:00 pm Eastern Time (US and Canada)

Location: Community Support Services

Conference Room A
218 SE 24th ST,
Gainesville, FL 32641

Microsoft Teams meeting

Join: <https://teams.microsoft.com/meet/26438174259654?p=wSlxZq6pEQxukB7lqx>

Meeting ID: 264 381 742 596 54

Passcode: e5LW24uH

[Need help?](#) | [System reference](#)

Dial in by phone

[+1 469-998-7938,,692545973#](#) United States, Dallas

[Find a local number](#)

Phone conference ID: 692 545 973#

For organizers: [Meeting options](#) | [Reset dial-in PIN](#)

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.

EVALUATION

PHASE 1

EVALUATORS

Name	Title	Agreement Accepted On
Ashley Baird	Accreditation and Grants Manager	Feb 23, 2026 3:04 PM
Ivy Bell	Senior Planner	Feb 23, 2026 1:02 PM
Lalit Lalwani	Civil Engineer III	Feb 20, 2026 6:38 PM
Ken McMurry	Senior Planner	Feb 24, 2026 9:19 AM
Ralston Reodica	Housing Director	Mar 4, 2026 12:18 PM

EVALUATION CRITERIA

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

Description:

- A. Did the Consultant provide a brief statement of background, organization, and size?
- B. Does the Consultant have experience with past work of similar scope and budget?
- C. Has the Consultant recently done this type of work for a state, or local government in the past?
- D. Does the Consultant’s workload and ability satisfy County requirements for this project?
- E. Is any of this work to be subcontracted? If so, what are the abilities of the firm(s) to be subcontracted?

Based on questions above, award points as follows:

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

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

Description:

- A. Was a project team identified?
- B. Do the Project Manager, Project Team and Key Staff have experience with projects comparable in size and scope?

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

Based on questions above, award points as follows:

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

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

Description:

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

Based on questions above, award points as follows:

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

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Alachua County Agreement for Administrative Services for CDBG 25DB-H07

Criteria	Scoring Method	Weight (Points)
Ability to Meet Project Time Budget and Fee Requirements	Points Based	30 (15% of Total)

Description:

- A. Did Consultant provide a draft project schedule that includes: milestones, individual tasks and major deliverable deadlines?
- B. Is the draft project schedule reasonable based on quantity of personnel assigned to the project?
- C. Did the Consultant provide the Project Manager, Project Team, and Key Staff’s percentage of involvement, tasks and/or hours assigned?
- D. Are the hours assigned to the various team members for each task appropriate?
- E. Is the pricing provided reasonable for the project’s tasks?
- F. Is the pricing in line with the County’s budget?
- G. Does the fee exceed 15% of the budget?
- H. Does the information contained in the proposal indicate that the firm will, or will not, meet time and budget requirement?

Based on questions above, award points as follows:

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

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

Description:

- A. Was proposal organization per the RFP? Did Consultant include a letter of interest?
- B. Was all required paperwork submitted and completed appropriately?
- C. Did the proposal contain an excessive amount of generic boilerplate, resumes, pages per resume, photographs, etc.?

Based on questions above, award points as follows:

- A. 10 - 8 points - Exceptional Experience
- B. 7 - 5 points - Average Experience

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C. 4 - 0 points - Minimal Experience

Criteria	Scoring Method	Weight (Points)
Volume of Previous Work (VOW) awarded by the County	Points Based	5 (2.5% of Total)

Description:

Points Provided by Procurement.

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

Description:

Points Provided by Procurement.

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

Description:

Points Provided by Procurement.

AGGREGATE SCORES SUMMARY

Vendor	Ashley Baird	Ivy Bell	Lalit Lalwani	Ken McMurry
Fred Fox Enterprises, Inc.	148	150	113	155
Sunshine Enterprise USA LLC	122	146	128	123
FutureInnoX	88	113	85	112
CS EXCLUSIVE ENTERPRISE LLC	38	28	35	10

Vendor	Ralston Reodica	Total Score (Max Score 200)
Fred Fox Enterprises, Inc.	165	146.2
Sunshine Enterprise USA LLC	117	127.2

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RFP No. RFP 26-560-PM

Alachua County Agreement for Administrative Services for CDBG 25DB-H07

Vendor	Ralston Reodica	Total Score (Max Score 200)
FutureInnoX	107	101
CS EXCLUSIVE ENTERPRISE LLC	37	29.6

VENDOR SCORES BY EVALUATION CRITERIA

Vendor	Ability and Competency of the Consultant Points Based 50 Points (25%)	Project Manager and Project Team's Competency and Qualifications Points Based 30 Points (15%)	Project Understanding and Approach Points Based 50 Points (25%)	Ability to Meet Project Time Budget and Fee Requirements Points Based 30 Points (15%)
Fred Fox Enterprises, Inc.	41	26	41	24
Sunshine Enterprise USA LLC	34	22.2	40	18
FutureInnoX	29.4	16.8	30	13.4
CS EXCLUSIVE ENTERPRISE LLC	7.2	4.2	5.8	4.2

Vendor	Proposal Organization Points Based 10 Points (5%)	Volume of Previous Work (VOW) awarded by the County Points Based 5 Points (2.5%)	Location Points Based 10 Points (5%)	Small Business Enterprise Participation (SBE) Points Based 15 Points (7.5%)
Fred Fox Enterprises, Inc.	9.2	5	0	0
Sunshine Enterprise USA LLC	8	5	0	0
FutureInnoX	6.4	5	0	0
CS EXCLUSIVE ENTERPRISE LLC	3.2	5	0	0

Vendor	Total Score (Max Score 200)
Fred Fox Enterprises, Inc.	146.2
Sunshine Enterprise USA LLC	127.2
FutureInnoX	101
CS EXCLUSIVE ENTERPRISE LLC	29.6

INDIVIDUAL PROPOSAL SCORES

CS EXCLUSIVE ENTERPRISE LLC

Ability and Competency of the Consultant | Points Based | 50 Points (25%)

Ashley Baird: 10

Did not provide enough information

Ivy Bell: 5

Proposal does not include detailed information about its background, experience or size. None of the work is to be subcontracted.

Lalit Lalwani: 10

Ken McMurry: 1

Ralston Reodica: 10

Project Manager and Project Team's Competency and Qualifications | Points Based | 30 Points (15%)

Ashley Baird: 5

Did not provide enough information

Ivy Bell: 5

No details about experience/qualifications/work history; Project team is Project Manager and possibly administrative support; There are no subcontractors identified.

Lalit Lalwani: 5

Ken McMurry: 1

Ralston Reodica: 5

Project Understanding and Approach | Points Based | 50 Points (25%)

Ashley Baird: 8

Minimal information with no measurable goals or objectives

Ivy Bell: 5

Proposal is generic, no details provided; no mention of workload.

Lalit Lalwani: 5

Ken McMurry: 1

Ralston Reodica: 10

Ability to Meet Project Time Budget and Fee Requirements | Points Based | 30 Points (15%)

Ashley Baird: 5

Minimal information provided

Ivy Bell: 5

No schedule or detailed information is provided in the proposal. Fee is provided as 15% of project budget.

Lalit Lalwani: 5
Ken McMurry: 1
Ralston Reodica: 5

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

Ashley Baird: 5
Ivy Bell: 3

Letter of interest was provided, required paperwork appears to be complete, information provided is generic.

Lalit Lalwani: 5
Ken McMurry: 1
Ralston Reodica: 2

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

Ashley Baird: 5
Ivy Bell: 5
Lalit Lalwani: 5
Ken McMurry: 5
Ralston Reodica: 5

Location | Points Based | 10 Points (5%)

Ashley Baird: 0
Ivy Bell: 0
Lalit Lalwani: 0
Ken McMurry: 0
Ralston Reodica: 0

Small Business Enterprise Participation (SBE) | Points Based | 15 Points (7.5%)

Ashley Baird: 0
Ivy Bell: 0
Lalit Lalwani: 0
Ken McMurry: 0

Ralston Reodica: 0

Fred Fox Enterprises, Inc.

Ability and Competency of the Consultant | Points Based | 50 Points (25%)

Ashley Baird: 45

Don't know size of the organization

Ivy Bell: 45

Detailed information provided on background, structure and size of organization. There is no subcontracted work identified.

Lalit Lalwani: 25

Ken McMurry: 45

- Large number of projects currently underway, doesn't indicate total size of Consultant - Has experience with work of similar scope and budget, extensive CDBG experience

Ralston Reodica: 45

Project Manager and Project Team's Competency and Qualifications | Points Based | 30 Points (15%)

Ashley Baird: 25

Continuity and alternate staffing

Ivy Bell: 25

Project team and key staff are experienced extensively with local governments; stable job history; point of contact - as well as two alternates - identified.

Lalit Lalwani: 20

Ken McMurry: 30

- Project Manager, Project Team and Key Staff have experience with projects comparable in size and scope - stable job history

Ralston Reodica: 30

Project Understanding and Approach | Points Based | 50 Points (25%)

Ashley Baird: 45

Ivy Bell: 40

Work plan/implementation schedule is detailed; no mention of workload during project period.

Lalit Lalwani: 35

Ken McMurry: 40

Doesn't indicate how project fits into total workload of Consultant during the project period.

Ralston Reodica: 45

Ability to Meet Project Time Budget and Fee Requirements | Points Based | 30 Points (15%)

Ashley Baird: 20

Ivy Bell: 25

Detailed schedule provided

Lalit Lalwani: 20

Ken McMurry: 25

Doesn't provide Project Manager's, Project Team's, and Key Staff's percentage of involvement, tasks, and/or hours assigned.

Ralston Reodica: 30

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

Ashley Baird: 8

Ivy Bell: 10

Proposal was well organized

Lalit Lalwani: 8

Ken McMurry: 10

Ralston Reodica: 10

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

Ashley Baird: 5

Ivy Bell: 5

Lalit Lalwani: 5

Ken McMurry: 5

Ralston Reodica: 5

Location | Points Based | 10 Points (5%)

Ashley Baird: 0

Ivy Bell: 0

Lalit Lalwani: 0

Ken McMurry: 0

Ralston Reodica: 0

Small Business Enterprise Participation (SBE) | Points Based | 15 Points (7.5%)

Ashley Baird: 0
Ivy Bell: 0
Lalit Lalwani: 0
Ken McMurry: 0
Ralston Reodica: 0

FutureInnoX

Ability and Competency of the Consultant | Points Based | 50 Points (25%)

Ashley Baird: 19
Federal experience
Ivy Bell: 38
Consultant has extensive experience, not necessarily in CDBG grant administration
Lalit Lalwani: 20
Ken McMurry: 35
Previous experience is Dept of Defense work, though addresses applicability to this RFP. Size of Consultant not stated but appears to be one person + subcontractors.
Ralston Reodica: 35

Project Manager and Project Team's Competency and Qualifications | Points Based | 30 Points (15%)

Ashley Baird: 19
Ivy Bell: 20
Project Manager identified Subcontractor(s) identified
Lalit Lalwani: 15
Ken McMurry: 15
Project Manager identified but other key staff (compliance and grants manager, housing rehabilitation specialist, alternate contact) not identified. Project Manager appears to have previous experience with large scale federal projects but not specific experience sought for this RFP.
Ralston Reodica: 15

Project Understanding and Approach | Points Based | 50 Points (25%)

Ashley Baird: 25
Ivy Bell: 35
Project phases identified
Lalit Lalwani: 25

Ken McMurry: 35

Proposal indicates understanding of project, scope, and objectives but overall is somewhat generic and verbose.

Ralston Reodica: 30

Ability to Meet Project Time Budget and Fee Requirements | Points Based | 30 Points (15%)

Ashley Baird: 12

Ivy Bell: 10

No mention of costs/fees/budget

Lalit Lalwani: 15

Ken McMurry: 15

Information provided is somewhat generic boilerplate material.

Ralston Reodica: 15

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

Ashley Baird: 8

Ivy Bell: 5

No letter of interest included

Lalit Lalwani: 5

Ken McMurry: 7

Somewhat excessive amount of generic boilerplate material.

Ralston Reodica: 7

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

Ashley Baird: 5

Ivy Bell: 5

Lalit Lalwani: 5

Ken McMurry: 5

Ralston Reodica: 5

Location | Points Based | 10 Points (5%)

Ashley Baird: 0

Ivy Bell: 0

Lalit Lalwani: 0

Ken McMurry: 0

Ralston Reodica: 0

Small Business Enterprise Participation (SBE) | Points Based | 15 Points (7.5%)

Ashley Baird: 0

Ivy Bell: 0

Lalit Lalwani: 0

Ken McMurry: 0

Ralston Reodica: 0

Sunshine Enterprise USA LLC

Ability and Competency of the Consultant | Points Based | 50 Points (25%)

Ashley Baird: 30

Ivy Bell: 40

Has relevant experience in administrative services; no work is to be subcontracted

Lalit Lalwani: 30

Ken McMurry: 35

- States their proposal is to serve as Alachua County's Temporary Employment Administrator. - Staffing firm, does not give statement of size - However, states specializing in relevant public sector areas and relevant experience of proposed staff - Doesn't address staff's current workload

Ralston Reodica: 35

Project Manager and Project Team's Competency and Qualifications | Points Based | 30 Points (15%)

Ashley Baird: 19

Ivy Bell: 28

Project manager, team, point of contact, and alternate are all identified

Lalit Lalwani: 25

Ken McMurry: 20

Consultant is a staffing firm, however proposed staff have some relevant experience

Ralston Reodica: 19

Project Understanding and Approach | Points Based | 50 Points (25%)

Ashley Baird: 45

tiered communication strategy, conflict resolution protocol

Ivy Bell: 45

Specifically addresses the needs; provides phased approach

Lalit Lalwani: 40

Ken McMurry: 35

Doesn't address services as outlined in RFP Scope of Services

Ralston Reodica: 35

Ability to Meet Project Time Budget and Fee Requirements | Points Based | 30 Points (15%)

Ashley Baird: 15

Cannot find responses to F-H

Ivy Bell: 20

Two sets of hours are provided - unclear as to which one applies; phased schedule is provided

Lalit Lalwani: 20

Ken McMurry: 20

Ralston Reodica: 15

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

Ashley Baird: 8

Ivy Bell: 8

Proposal was well organized and included a letter of interest

Lalit Lalwani: 8

Ken McMurry: 8

Ralston Reodica: 8

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

Ashley Baird: 5

Ivy Bell: 5

Lalit Lalwani: 5

Ken McMurry: 5

Ralston Reodica: 5

Location | Points Based | 10 Points (5%)

Ashley Baird: 0

Ivy Bell: 0

Lalit Lalwani: 0

Ken McMurry: 0

Ralston Reodica: 0

Small Business Enterprise Participation (SBE) | Points Based | 15 Points (7.5%)

Ashley Baird: 0

Ivy Bell: 0

Lalit Lalwani: 0

Ken McMurry: 0

Ralston Reodica: 0









ITA RFP 26-560 CDBG

Final Audit Report

2026-03-16

Created:	2026-03-09
By:	Precious Merriweather (pmerriweather@alachuacounty.us)
Status:	Signed
Transaction ID:	CBJCHBCAABAAFSfakxhPppZo2lssNq16jy5pc3rgbm6m

"ITA RFP 26-560 CDBG" History

-  Document created by Precious Merriweather (pmerriweather@alachuacounty.us)
2026-03-09 - 7:29:51 PM GMT
-  Document emailed to Precious Merriweather (pmerriweather@alachuacounty.us) for signature
2026-03-09 - 7:30:02 PM GMT
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2026-03-10 - 2:25:50 AM GMT
-  Document e-signed by Precious Merriweather (pmerriweather@alachuacounty.us)
Signature Date: 2026-03-10 - 7:21:23 PM GMT - Time Source: server
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2026-03-10 - 7:21:26 PM GMT
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2026-03-11 - 10:58:03 AM GMT
-  Document e-signed by TJ White (twhite@alachuacounty.us)
Signature Date: 2026-03-16 - 7:04:15 PM GMT - Time Source: server
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2026-03-16 - 7:04:15 PM GMT