Alachua County
Budget and Fiscal Services
Procurement

Larry M. Sapp, CPPB
Procurement Manager

Darryl R. Kight, CPPB
Procurement Supervisor

April 10, 2019

RE: Addendum #4
Bid 19-226 Annual Aquatic Vegetation Management Services

Dear Sir/Madam:

Please be aware of the following clarifications regarding the above referenced Bid:

The above **Bid Opening Date** has been extended to **April 24, 2019, at 2:00 pm.** All Bids must be received at the Purchasing Department, 3rd Floor Administration Building, 12 SE 1st Street, Gainesville, FL 32601-6893.

DELETE:

1.11 **Small Business Enterprise (SBE) Program Participation - MANDATORY**

1.11.1 SBE Vendor is a vendor that is certified by the Alachua County Equal Opportunity Division prior to the bid opening.

1.11.2 The SBE Program Participation Form, EXHIBIT C, must be completed for your bid or proposal to be considered responsive.

1.11.3 Alachua County has adopted a 15% participation goal, and policies which encourage participation of SBE in the provision of materials, supplies (i.e. office, auto, janitor, lawn, etc.) equipment, services and construction.

1.11.4 The County will award a 5% bid price preference, not to exceed $50,000.00 on any single bid, to any SBE that submits a bid to the County.

1.11.5 The County will award a 3% bid price preference, not to exceed $50,000.00 on any single bid, to any contractor that agrees to use SBEs for at least 15% of the dollar value of the bid.

1.11.6 The monetary value of the bid price preference given to a certified SBE in any particular procurement shall not exceed $50,000.00.

1.11.7 If the adjusted bid price of the SBE vendor is equal to or lower than the original lowest responsive bid, the SBE will be awarded the contract.

1.11.8 SBE preference does not apply to contracts that are reserved in accordance with Section 22.34, Alachua County Code 06-28, in which the County reserved contracts for bidding only by SBEs. SBE bid preferences will not be combined.

1.11.9 **Proposed SBE Subcontractors Requirements:**

1.11.9.1 Contractors submitting bids under this solicitation are to identify, on the SBE Program Participation Form, the intended SBE subcontractors and the estimated percentage of total dollar amount(s) as well as the total dollar amount(s) of the contract to be awarded to SBE firms, EXHIBIT C, Option 3.

1.12 **Good Faith Effort Requirements**

1.12.1 If your bid or proposal does not comply with Option 1, 2 or 3 of EXHIBIT C, you must complete Option 4 of EXHIBIT C, to be considered responsive.

1.12.1.1 The Equal Opportunity Division maintains a directory of certified Small Business Enterprises (SBEs). The Alachua County Small Business Enterprise Directory is available at http://smallbusdir.alachuacounty.us/ .

1.12.1.2 The Equal Opportunity Division shall determine what constitutes a "good faith effort" for purposes of contractor compliance with contractual requirements relating to the use of services or commodities of a certified SBE, under Section 22.36, Alachua County Code 06-28. The following factors shall be considered in making such determination:

1.12.1.3 Whether the Contractor contacted SBEs listed in the Alachua County Small Business Enterprise Directory concerning contracting opportunities and provided them with adequate information about the plans, specifications and requirements of the contract.

1.12.1.4 Whether the Contractor negotiated in good faith with interested SBEs, not rejecting them as unqualified without sound reasons based on a thorough review of their capabilities.

1.12.1.5 Whether the Contractor selected portions of the work to be performed by SBEs in order to increase the likelihood of meeting the 15% participation goal, including breaking the contract down into economically-feasible units.

1.12.1.6 The Contractor will be expected to furnish documents substantiating compliance with good faith effort requirements, Option 4 of EXHIBIT C.

ADD: 1.11 **Small Business Enterprise (SBE) Program Participation**

1.1.1 SBE Vendor is a vendor that is certified by the Alachua County Equal Opportunity Division prior to the proposal opening.

1.1.2 The SBE Program Participation Form, EXHIBIT C, should be completed for your proposal to be considered responsive.

1.1.3 Alachua County has adopted a 15% participation goal, and policies which encourage participation of SBE in the provision of materials, supplies (i.e. office, auto, janitor, lawn, etc.) equipment, services and construction.

1.1.4 The County will award a preference in evaluation points to certified SBE or contractors that meet the SBE participation goal in its RFP response.

1.1.5 SBE preference does not apply to contracts that are reserved in accordance with Section 22.34, Alachua County Code 06-28, in which the County reserved contracts for bidding only by SBEs. SBE bid preferences will not be combined.

1.1.6 **Proposed Subcontractors Requirements**

1.1.6.1 Contractors submitting proposals under this solicitation are to identify, on the SBE Program Participation Form, the intended SBE subcontractors and the estimated percentage of total dollar amount(s) as well as the total dollar amount(s) of the contract to be awarded to SBE firms, EXHIBIT C, Option 3.

1.1.6.2 If SBE subcontractors are not available for the bid/RFP you should complete a Good Faith Effort Form, EXHIBIT C, Option 4.

1.1.7 **Good Faith Effort Requirements**

1.1.7.1 Every competitive bid or proposal, if not submitted by a certified Small Business Enterprise (SBE), should demonstrate good faith efforts to utilize SBE as subcontractors. Unless your company will perform all the work and no subcontractors will be utilized. The Equal Opportunity Division maintains a directory of certified SBE's. The Alachua County Small Business Enterprise Directory is available at: http://smallbusdir.alachuacounty.us/

1.1.7.2 The Equal Opportunity Division shall determine what constitutes a "good faith effort" for purposes of contractor compliance with contractual requirements relating to the use of services or commodities of a certified SBE's, under Section 22.36, Alachua County Code 06-28. The following factors shall be considered in making such determination:

1.1.7.2.1	Whether the Contractor contacted SBEs listed in the Alachua County Small Business Enterprise Directory concerning contracting opportunities and provided them with adequate information about the plans, specifications and requirements of the contract.
1.1.7.2.2	Whether the Contractor negotiated in good faith with interested SBEs, not rejecting them as unqualified without sound reasons based on a thorough review of their capabilities.
1.1.7.2.3	Whether the Contractor selected portions of the work to be performed by SBEs in order to increase the likelihood of meeting the 15% participation goal, including breaking the contract down into economically-feasible units.
1.1.7.2.4	The Contractor will be expected to furnish documents substantiating compliance with good faith effort requirements, EXHIBIT C.

DELETE: 3.0 **BONDING REQUIREMENTS**

NOTE: You should acknowledge receipt of this addendum on your Bid Form.

End of Addendum #4

Sincerely,

Markisha Boykin

Markisha Boykin
Purchasing Agent

MB/bf