

NOTICE OF INTENT TO AWARD

Intent to Recommend Award: In accordance with Holmes County Procurement Policies and Florida Law, the Holmes County Board of County Commissioners intends to award the following project to **Southeast Insulation, LLC**:

INSTALLATION OF SPRAY-FOAM INSULATION AT HOLMES COUNTY JAIL, HOLMES COUNTY, FLORIDA

Award Protest Information: At the date and time indicated below, this Notice of Intent to Award as well as the Bid Tabulation Sheet was posted in Holmes County, Florida, as well as on the website for the Holmes County Board of County Commissioners. Any person/firm who is adversely affected by Holmes County's intended decision shall file with Holmes County a Notice of Protest in writing within seventy-two (72) hours after the posting of this Notice of Intent to Award. A formal written protest shall then be filed within ten (10) days after the date the Notice of Protest is filed. The formal written protest shall state with particularity the facts and law upon which the protest is based. Saturdays, Sundays, and State holidays shall be excluded in the computation of the seventy-two (72) hour time periods provided by in this paragraph.

Failure to file a protest within the time prescribed in Section 120.57(3), *Florida Statutes*, or failure to post the bond or other security required by law within the time allowed for filing a bond shall constitute a waiver of proceedings under Chapter, 120, Florida Statutes.

Any protest to this Notice of Intent to Award must be delivered prior to the Protest End Date/Time as specified in this Notice. Protests must be delivered to:

Beverly Richbourg, Finance Director
Holmes County Sheriff's Office
211 N. Oklahoma St.
Bonifay, FL 32425
richbourgb@holmesso.org

Posting of Notice of Intent to Award: Wednesday, July 28, 2021, at 8:00am(cst)

Protest End Date/Time: Monday, August 2, 2021, at 8:01am(cst)

Holmes County Board of County Commissioners
Holmes County Sheriff's Office

**INSTALLATION OF SPRAY-FOAM INSULATION AT HOLMES COUNTY JAIL,
HOLMES COUNTY, FLORIDA**

Date of Opening: July 15, 2021

Date of Scoring: July 27, 2021

Proposer/Firm: **SOUTHEAST INSULATION, LLC**

Scoring Criteria:

Criteria 1. Company Qualifications and Capabilities (25 Points): The overall ability and capability of the company to perform the required services, based on personnel, past work history, and other information that Bidder submits. Past work history to include type of project and the names of the proposed team members who worked on the similar project.

Score for Criteria 1: 25 (Maximum 25 points)

Criteria 2. Timeliness of Response and Additional Resources (20 Points): Describe the capability of your organization, as well as the individual team members, to establish and meet schedules and deadlines as required by the County.

Score for Criteria 2: 20 (Maximum 20 points)

Criteria 3. Include a cost proposal for all services requested. Services to be rendered as a percentage of the fee collected shall be clearly defined and distinguished from those that will be charged an hourly rate.

Score for Criteria 3: 35 (Maximum 35 points)

Criteria 4. Client References for Similar Projects (20 Points): Provide a minimum of three (3) references for similar projects. Indicate the specific services provided. Include the name, telephone number, and e-mail address of a contact person for each reference.

Score for Criteria 4: 20 (Maximum 20 points)

TOTAL proposal score: 100 (Maximum 100 points)



David Corbin, Project Director



Brandon Young, County Attorney



Beverly Richbourg, Finance Dir. (HCSO)



Grace Palmer, Building permit Tech.

Holmes County Board of County Commissioners
Holmes County Sheriff's Office

**INSTALLATION OF SPRAY-FOAM INSULATION AT HOLMES COUNTY JAIL,
HOLMES COUNTY, FLORIDA**

Date of Opening: July 15, 2021

Date of Scoring: July 27, 2021

Proposer/Firm: **HOLLEY DEVELOPMENT, CORP. dba IFOAM OF NORTH FLORIDA**

Scoring Criteria:

Criteria 1. Company Qualifications and Capabilities (25 Points): The overall ability and capability of the company to perform the required services, based on personnel, past work history, and other information that Bidder submits. Past work history to include type of project and the names of the proposed team members who worked on the similar project.

Score for Criteria 1: 25 (Maximum 25 points)

Criteria 2. Timeliness of Response and Additional Resources (20 Points): Describe the capability of your organization, as well as the individual team members, to establish and meet schedules and deadlines as required by the County.

Score for Criteria 2: 20 (Maximum 20 points)

Criteria 3. Include a cost proposal for all services requested. Services to be rendered as a percentage of the fee collected shall be clearly defined and distinguished from those that will be charged an hourly rate.

Score for Criteria 3: 30 (Maximum 35 points)

Criteria 4. Client References for Similar Projects (20 Points): Provide a minimum of three (3) references for similar projects. Indicate the specific services provided. Include the name, telephone number, and e-mail address of a contact person for each reference.

Score for Criteria 4: 20 (Maximum 20 points)

TOTAL proposal score: 95 (Maximum 100 points)



David Corbin, Project Director



Beverly Richbourg, Finance Dir. (HCSO)



Brandon Young, County Attorney



Grace Palmer, Building Permit Tech.