



## METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY

9/13/2021 | 2:41 PM CDT

Yvonne Collier  
Collier Roofing Co., Inc  
1523 Jones Ave  
Nashville, TN 37207

Re: **RFQ # 134210, Roofing Repair and Replacement Services**

Dear Mrs. Collier:

The Metropolitan Government of Nashville and Davidson County (Metro) has completed the evaluation of submitted solicitation offer(s) to the above RFQ # 134210 for Roofing Repair and Replacement Services. This letter hereby notifies you of Metro's intent to award to Collier Roofing Co., Inc, contingent upon successful contract negotiations. Please provide a certificate of Insurance indicating all applicable coverages within 15 business days of the receipt of this letter.

If the Equal Business Opportunity (EBO) Program requirements were a part of this solicitation, the awardee must forward a signed copy of the "Letter of Intent to Perform as Subcontractor/Subconsultant/Supplier/Joint Venture" for any minority/women-owned business enterprises included in the response to the Business Assistance Office within two business days from this notification.

Additionally, the awardee will be required to submit evidence of participation of and contractor's payment to all Small, Minority, and Women Owned Businesses participation in any resultant contract. This evidence shall be submitted monthly and include copies of subcontracts or purchase orders, the Prime Contractor's Application for Payment, or invoices, and cancelled checks or other supporting payment documents. Should you have any questions concerning this requirement, please contact Sierra Washington, BAO Representative, at 615-880-2783 or at [Sierra.washington@nashville.gov](mailto:Sierra.washington@nashville.gov).

Depending on the file sizes, the responses to the procurement solicitation and supporting award documentation can be made available either by email, CD for pickup, or in person for inspection. If you desire to receive or review the documentation or have any questions, please contact Marissa Conklin by email at [Marissa.conklin@nashville.gov](mailto:Marissa.conklin@nashville.gov) Monday through Friday between 8:30am and 3:30pm.

Thank you for participating in Metro's competitive procurement process.

Sincerely,

*Michelle A. Hernandez Lane*  
MICHELLE A. HERNANDEZ LANE  
Purchasing Agent

Cc: Solicitation File, Other Offerors

**Pursuant to M.C.L. 4.36.010 Authority to resolve protested solicitations and awards.**

**A. Right to Protest.** Any actual or prospective bidder, offeror or contractor who is aggrieved in connection with the solicitation or award of a contract may protest to the Purchasing Agent. The protest shall be submitted in writing within ten (10) days after such aggrieved person knows or should have known of the facts giving rise thereto.

[Procurement Division](#)

730 Second Avenue South, Suite 112  
P.O. Box 196300  
Nashville, Tennessee 37219-6300

[www.Nashville.gov](http://www.Nashville.gov)  
Phone: 615-862-6180  
Fax: 615-862-6179

| Solicitation Title & Number                          | SBE/SDV Requirement | RFP Cost Points |
|--|---------------------|-----------------|
| RFQ 134210; Roofing Repairs and Replacement Services | 9%                  | 40              |
| Offeror's Name                                       | Total Bid Amount    | RFP Cost Points |
| Maxwell Roofing & Sheet Metal                        | \$18,667,359.00     | 40.00           |
| RSS- Nashville, Inc                                  | \$31,083,475.00     | 24.02           |
| Ragan Construction Co., Inc                          | \$34,301,362.50     | 21.77           |
| Porter Roofing Contractors, Inc                      | \$45,783,050.65     | 16.31           |
| Collier Roofing Co., Inc                             | \$66,008,508.00     | 11.31           |

**RFQ 134210 Roofing Repair and Replacement Services  
Evaluation Committee Score Sheet**

| Offeror<br>(Yes/No)               | Maxwell Roofing & Sheet Metal<br>Yes | Porter Roofing Contractors, Inc<br>Yes | Ragan Construction Co., Inc<br>Yes | RSS-Nashville, Inc<br>Yes | Collier Roofing Co., Inc<br>Yes |
|-----------------------------------|--------------------------------------|--|------------------------------------|---------------------------|---------------------------------|
| Cost (40)                         | 40.00                                | 16.31                                  | 21.77                              | 24.02                     | 11.31                           |
| Qualification and Experience (30) | 28.00                                | 27.00                                  | 28                                 | 29                        | 28                              |
| Capacity to Perform (30)          | 27.00                                | 25.00                                  | 25                                 | 28                        | 30                              |
| <b>Total Evaluation Scores</b>    | <b>95.00</b>                         | <b>68.31</b>                           | <b>74.77</b>                       | <b>81.02</b>              | <b>69.31</b>                    |

**Evaluation Comments**

**Maxwell Roofing & Sheet Metal**

**Strengths**  
Emergency response procedure detailed in the Capacity to Perform section. Discussed warranty offered and acknowledged firm's adequate machinery and equipment to perform work. Listed out projects within the last five years in detail and included all requested information in the Qualifications and Experience section. Responded to all bullet points in Qualifications and Experience Section and Capacity to Perform section.

**Weaknesses**  
Did not list mobile equipment just sheet metal work in the qualifications and experience section. In capacity to perform section, did not clearly define firm's organizational structure.

**Porter Roofing Contractors, Inc**

**Strengths**  
Gave list of projects for the past five years in detail. Described professional certifications of key personnel in detail.

**Weaknesses**  
In Capacity to Perform section; gave general statement of products but did not describe products and/or services. Lacked detail in emergency response procedure. List 5 project coordinators however did not give Main contact.

**Ragan Construction Co., Inc**

**Strengths**  
Very detailed in the Qualification and Experience section. Very detailed, descriptive main project coordinator section of the capacity to perform.

**Weaknesses**  
In firm's organizational structure it lacked responsibilities and a firm's location, emergency response procedure lacked detail in the capacity to perform section. Gave general statement of professional certifications but not specific to key personnel.

| RSS-Nashville, Inc |  |
|--------------------|--|
| <b>Strengths</b>   | Mentioned recycling materials and listed out subcontractors and good detail list of available equipment/machinery in the Qualification and Experience section. Very detailed, descriptive project manager for the Quality Assurance Plan section of the capacity to perform. |
| <b>Weaknesses</b>  | Listed professional certifications of key personnel but not in proposed services. Did not demonstrate company's ability to manage and respond to multiple projects of similar scale and complexity in the capacity to perform section .                                      |

| Collier Roofing Co., Inc |  |
|--------------------------|--|
| <b>Strengths</b>         | In Capacity to Perform section; gave information/details for all bullet points. Provided in detail projects of size and scope for the past five years.   |
| <b>Weaknesses</b>        | In qualifications and experience section, gave emails but no phone numbers as request for the minimum of 3 projects bullet. Only provided 2 items for the requested list of available equipment/machinery. |

**BAO SBE Assessment Sheet**

|   |
|---|
| <b>BAO Specialist:</b> Sierra Washington    |
| <b>Contract Specialist:</b> Marissa Conklin |
| <b>Date:</b> 09/07/2021                     |
| <b>Department Name:</b> General Services    |
| <b>RFP/ITB Number:</b> 134210               |

**Project Name:** Roofing Repairs and Replacement Services

| Primary Contractor        | Bid Amount   | SBE/SDV Requirement Acknowledged? | Total Proposed SBE (\$) | Comments  |
|---------------------------|--------------|-----------------------------------|-------------------------|---|
| Collier Roofing Co., Inc. | \$66,008,508 | Yes                               | TBD                     | The Prime is an approved SBE and did not propose the utilization of any SBE subcontractors. Proposer has acknowledged the 9% SBE/SDV participation expectations over the life of the project as required by the solicitation and consequences of misrepresentation. |



## Statement of M/WBE Utilization

Proposer's Firm's Name: Collier Roofing Co., Inc.      Proposer's Phone #: 615-226-2844

Solicitation Title: Roofing Repairs & Replacement Services      Proposer's Email Address: jerry@collierroofing.com

Solicitation #: 134210      Amount Self-performed : 27393531.00

Proposer's/Firm's Ownership: **WBE**      Total Bid Amount: 66008508.00

**Proposed EBO Goal (%)**: 8      MBE% 3      WBE%      EBO Goal Met? (Y/N) **NO**

The following MWBE\* subcontractor(s)/supplier(s) will be utilized for the performance of this project:

| MBE/WBE Firm Name |                          | MBE/WBE Firm Address                        | Phone/E-Mail | Certificate Type (MBE or WBE) | * MBE/WBE Group Type * | Code # UNSPs/NAICS             | Description of Work        | MBE/WBE Dollars (\$) | Percent of Total Contract |
|-------------------|--------------------------|---|--------------|-------------------------------|------------------------|--------------------------------|----------------------------|----------------------|---------------------------|
| 1                 | Liberty Waste LLC        | PO Box 90186, Nashville, TN 37209           | 615-924-0498 | MBE                           | Select                 | 562991                         | Portable Toilet Rental     | 660085.10            | 1                         |
| 2                 | John Bouchard & Sons Co. | 1024 Harrison Street, Nashville, TN 37203   | 615-256-0112 | WBE                           | 5                      | 238210, 238220                 | Plumbing, HVAC, Electrical | 3300425.48           | 5                         |
| 3                 | PowerCom Solutions, LLC  | 1122 Foster Ave., #100, Nashville, TN 37210 | 615-242-4823 | WBE                           | 5                      | 39121621, 72154023, NISP 28503 | Lightning Protection       | 330042.55            | .5                        |
| 4                 |                          |   |              | Select                        | Select                 |                                |                            |                      |                           |
| 5                 |                          |   |              | Select                        | Select                 |                                |                            |                      |                           |
| 6                 |                          |   |              | Select                        | Select                 |                                |                            |                      |                           |
| 7                 |                          |   |              | Select                        | Select                 |                                |                            |                      |                           |

I am the duly authorized representative and certify the facts and representations contained in this form and supporting documents are true and correct.

Authorized Representative (Printed Name/Title/Signature)

**Jerry F. Collier**

President

Date

07/27/2021

\*Note: MWBE is defined as business enterprise maintaining a significant business presence in the Program Area & performing a commercial useful function that is owned by one or more of the following: (1) African Americans (2) Native Americans, (3) Hispanic Americans, (4) Asian Americans, and (5) Women.

Has Prime Complied with EBO Goal? **NO**

**For Internal Office Use ONLY**  
If No, Good Faith Efforts Met? **YES**

BAO Representative: Sierra Washington

Date: 09/07/21

|                              |     |   |        |
|------------------------------|-----|---|--------|
| Total MBE Subcontracting     | 1   | % | \$ TBD |
| Total WBE Subcontracting     | 5.5 | % | \$ TBD |
| Total MBE/WBE Participation: | 6.5 | % | \$ TBD |

## METROPOLITAN GOVERNMENT OF NASHVILLE - DAVIDSON COUNTY

## M/WBE SUBCONTRACTORS GOOD FAITH EFFORTS

## SUMMARY SHEET

**THIS DOCUMENT MUST BE ACCURATELY COMPLETED, SIGNED AND SUBMITTED WITH THE BID OR PROPOSAL****(Due with Bid Submission if Applicable)**

|  |  |  |  |
|--|--|--|--|
| <b>Project Name:</b> Roofing Repair & Replacement Services |  | <b>Project Number:</b> 134210            |  |
| <b>Company Name:</b> Collier Roofing Co., Inc.             |  | <b>Date Submitted:</b> 07/30/2021        |  |
| <b>Address:</b> 1523 Jones Avenue, Nashville, TN 37207     |  | <b>Total Contract Value:</b> 66008508.00 |  |
| <b>Contact Person:</b> Jerry F. Collier                    |  | <b>Federal Tax ID#</b> 62-1556673        |  |
| <b>Email:</b> jerry@collierroofing.com                     |  | <b>Phone #:</b> 615-226-2844             |  |

**GOOD FAITH EFFORTS SUMMARY SHEET**

| Number | Bidder Action(s)   | BAO Only |
|--------|--|----------|
| 1.     | <p><b>Solicitation and written notice to available and certified MWBEs:</b><br/>Soliciting specific individual MWBEs whose availability as potential sources of goods or services can be reasonably ascertained. This measure includes sending letters or making other personal contacts with specific certified MWBEs including those that the Bidder has contracted with in the past as well as other MWBEs with which the Bidder may be unfamiliar, but whose identities can be ascertained from a directory of certified MWBEs maintained by the BAO.</p> <p>The written notices contain:</p> <ol style="list-style-type: none"> <li>I. Enough information about the plans, specs, and terms &amp; conditions of the solicitation;</li> <li>II. A contact person knowledgeable of the project documents available to answer questions about the condition of the contract;</li> <li>III. Information regarding the Bidder's bonding requirements;</li> <li>IV. The deadline for submission of price quotations.</li> </ol> | Pass     |

**For each MBE/WBE firm contacted, list the name(s) and all information requested below related to the above project. If additional space is required, this form may be duplicated.**

| Company Name/Address/Contact Person/Phone/Email  | Type of Business | Type of Work/Service(s) Solicited | How Business was contacted (i.e. email, phone, letter, etc.?) | Response to Solicitation (i.e. will submit bid, no response, not interested) | Bid/Quote Amount | Company Selected (Write Yes or NO) |
|--|------------------|-----------------------------------|---|--|------------------|------------------------------------|
| Excell Builders of TN/ 2107 Buena Vista Pike, Nashville, TN 37218/DeWayne Bell Jr./dbell@excellbuildersoftn.com/615-256-6566 | MBE              | Masonry                           | Email   | No Response  | 0                | NO                                 |
| Ram Tool & Supply/840 Fesslers Parkway, Nashville, TN 37210/Bert Farler/bert.farler@ram-tool.com/615-256-9890                | WBE              | Materials                         | Email   | No Response  | 0                | NO                                 |

|  |     |          |       |             |   |    |
|--|-----|----------|-------|-------------|---|----|
| 3. A & H Plumbing Co., Inc./121 Commerce Drive, Hendersonville, TN 37075/Robert F.C. Perry/robert@luminecap.com/615-585-2627 | MBE | Plumbing | Email | No Response | 0 | No |
|--|-----|----------|-------|-------------|---|----|

|  |     |      |       |             |   |    |
|--|-----|------|-------|-------------|---|----|
| 4. Vargas Heating & Cooling/PO Box 112066, Nashville, TN 37222/Luis Vargas/luisv@vargashc.com/615-481-2173 | MBE | HVAC | Email | No Response | 0 | No |
|--|-----|------|-------|-------------|---|----|

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**GOOD FAITH EFFORTS SUMMARY SHEET CHECKLIST**

| Number | Bidder Action(s)  | BAO Only |
|--------|---|----------|
| 2.     | <b>Meetings:</b> Attended or held informational meetings to update potential subcontractors or vendors of subcontracting or supply opportunities. | Pass     |

**List all information requested below related to the above project. If additional space is required, this form may be duplicated.**

| Company Name/Address/Contact Person/Phone Number/Email  | Description of Meeting Notices for M/W/SDVEs | Date M/W/SDVE Attended, if applicable |
|---|--|---------------------------------------|
| No meetings were attended by anyone we contacted as we didn't hear any responses to our requests for pricing. |  |                                       |
|   |  |                                       |
|   |  |                                       |



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| <b>GOOD FAITH EFFORTS SUMMARY SHEET CHECKLIST</b>          |  |                                   |  |
| Number   | Bidder Action(s)   | BAO Only                          |  |
| 3.   | <b>Unbundling.</b> Divided the contract, in accordance with normal industry practice, into small, economically feasible segments that could be performed by MWBEs. Under no circumstances, however, shall a bidder segment work solely for the purpose of utilizing MWBEs as subcontractors where such segmentation is not in accordance with common and accepted industry practices relating to the utilization of other firms as subcontractors. | Pass                              |  |

#### What Scope of Project Was Divided?

|                       |                          |
|-----------------------|--------------------------|
| 1.<br>Plumbing        | 2.<br>Electrical         |
| 3.<br>HVAC/Mechanical | 4.<br>Waste Removal      |
| 5.<br>Masonry         | 6.<br>Materials/Supplies |

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**GOOD FAITH EFFORTS SUMMARY SHEET CHECKLIST**

| Number | Bidder Action(s)   | BAO Only |
|--------|--|----------|
| 4.     | <b>Rejection:</b> Provided a written explanation for rejection of any potential subcontractor or vendor to the Bidder, including the name of the firm awarded the subcontract or supply agreement. | Pass     |

**For each MBE/WBE firm contacted, list the name(s) and all information requested below related to the above project. If additional space is required, this form may be duplicated.**

| M/WBE Firm Name/Address/Contact Person/Phone Number/Email   | Description of Proposed Work | Reason for Rejection  |
|---|------------------------------|---|
| We only had one company respond to our solicitation, Anderson Piping Co, that stated due to existing work load, they could not participate in this project. | Plumbing                     | Current work load would not allow  |
|   |                              |   |
|   |                              |   |

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**GOOD FAITH EFFORTS SUMMARY SHEET CHECKLIST**

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|--------|---|----------|
| 5.     | <b>Non-discrimination:</b> Providing a non-discriminatory work site. Maintaining a work environment free of harassment, intimidation and coercion at all construction sites, offices and other facilities at which the Bidder's employees are assigned to work. The Bidder shall specifically ensure that all labor supervisors, superintendents, and other on-site supervisory personnel are aware of and carry out the Bidder's obligation to maintain a non-discriminatory work environment. | Pass     |

**For each training, list the type of training and date.**

| Type of Training   | Date of Training |
|--|------------------|
| Upon hiring, reviewing & accepting company policy <input type="checkbox"/>     |                  |
| Weekly Tool Box Safety & Discriminatory Meetings <input type="checkbox"/>      |                  |
| Pre-project safety & discriminatory projects with all <input type="checkbox"/> |                  |
|  |                  |

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**GOOD FAITH EFFORTS SUMMARY SHEET CHECKLIST**

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|--------|--|----------|
| 6.     | <b>Community and Other Organizational Services Support:</b> Advertising in trade publications of general circulation in the Program Area. The advertisement shall identify and describe the specific subcontracting or other opportunity in reasonable detail. | N/A      |

**For each MBE/WBE firm contacted, list the name(s) and all information requested below related to the above project. If additional space is required, this form may be duplicated.**

| Publication Name             | Date of Publication | Please provide copy. |
|------------------------------|---------------------|----------------------|
| No advertisements were made. |                     |                      |
|                              |                     |                      |
|                              |                     |                      |

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| 7.     | <b>Assistance: Bonding/Lines of Credit/Insurance:</b><br>Providing reasonable assistance to a MWBE in need of equipment, supplies, bonding, letters of credit and/or insurance. | N/A      |

**For each MBE/WBE firm contacted, list the name(s) and all information requested below related to the above project. If additional space is required, this form may be duplicated.**

| Company Name/Address/Contact Person/Phone Number/Email | Type of Assistance |
|--|--------------------|
| No responses to solicitation, no help was requested.   |                    |
|  |                    |
|  |                    |

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| 8.     | <b>Database Utilization</b><br>Accessed all reasonable and available means to include, but not limited to the following examples:<br><a href="https://www.nashville.gov/Finance/Procurement/Business-Assistance-Office/SMWBE-Lists-and-Forms.aspx">https://www.nashville.gov/Finance/Procurement/Business-Assistance-Office/SMWBE-Lists-and-Forms.aspx</a> or<br><a href="https://nashville.diversitycompliance.com/">https://nashville.diversitycompliance.com/</a> | Pass     |

**For each MBE/WBE firm contacted, list the name(s) and all information requested below related to the above project. If additional space is required, this form may be duplicated.**

| Database Accessed   | Date of Access | Results  |
|---|----------------|--|
| Accessed the ISupplier data base for both MWBEs and SBEs. | 09/07/21       | lists of all commodity codes requested.  |
| Reviewed MNPS diversity lists.                            | 7/19/2021      | reviewed and contacted the people that may be able to provide pricing per the RFQ. |
| Utilized MNAA diversity lists.                            | 7/19/2021      | reviewed and contacted the people that may be able to provide pricing per the RFQ. |
|   |                |  |

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| <b>Company Name:</b> Collier Roofing Co., Inc.             |  | <b>Date Submitted:</b> 07/30/2021 | <b>Total Contract Value:</b> 66008508.00 |
| <b>Address:</b> 1523 Jones Avenue, Nashville, TN 37207     |  | <b>Federal Tax ID#</b> 62-1556673 |  |
| <b>Contact Person:</b> Jerry F. Collier                    |  | <b>Email:</b>                     | <b>Phone #:</b> 615-226-2844             |

**GOOD FAITH EFFORTS SUMMARY SHEET CHECKLIST**

| Number | Bidder Action(s)   | BAO Only |
|--------|--|----------|
| 9.     | <b>Mentor Protégé' Relationship/Technical Assistance:</b> Providing reasonable technical assistance to a MWBEs to ameliorate any deficiencies of technical knowledge or advance skill, where such assistance is undertaken by the Bidder to facilitate the MWBE's successful participation on a project or contract. | N/A      |

**For each MBE/WBE firm assisted, list the name(s) and all information requested below related to the above project. If additional space is required, this form may be duplicated.**

| Company Name  | Type of Assistance | If Mentor Protégé' Agreement Reached, Please Provide Copy. |
|---|--------------------|--|
| No Mentor Protege Relationship/Technical Assistance needed. |                    |  |

It is hereby certified that the above firms were contacted and offered an opportunity to respond on the above project. We further certify that the above statements are a true account of all firms' responses to our solicitation. Copies of all bids and/or quotes will be made available upon request.

Signature: Heather O Collier Print Name: Heather O Collier Title: Sec/Treas.