



METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY

10/7/2021 | 5:44 PM CDT

Gregory D. Payne
WesTech Engineering, LLC
3665 South West Temple
Salt Lake City, Utah 84115

Re: **RFQ # 131214, Westech Engineering Sole Brand Parts & Service**

Dear Mr. Payne:

The Metropolitan Government of Nashville and Davidson County (Metro) has completed the evaluation of submitted solicitation offer(s) to the above RFQ # 131214 for Westech Engineering Sole Brand Parts & Service. This letter hereby notifies you of Metro's intent to award to WesTech Engineering, LLC, 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.

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 Gary C. Clay by email at gary.clay@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
Phone: 615-862-6180
Fax: 615-862-6179

Certificate Of Completion

Envelope Id: 5D29B983BA1D49DABB217911FE24094D	Status: Completed
Subject: Updated Intent to Award - RFQ #131214 Westech Engineering Sole Brand Parts & Service	
Source Envelope:	
Document Pages: 6	Signatures: 1
Certificate Pages: 2	Initials: 0
AutoNav: Enabled	Envelope Originator:
Envelope Stamping: Enabled	Procurement Resource Group
Time Zone: (UTC-06:00) Central Time (US & Canada)	730 2nd Ave. South 1st Floor
	Nashville, TN 37219
	prg@nashville.gov
	IP Address: 170.190.198.185

Record Tracking

Status: Original 10/7/2021 7:04:38 AM	Holder: Procurement Resource Group prg@nashville.gov	Location: DocuSign
Security Appliance Status: Connected	Pool: StateLocal	
Storage Appliance Status: Connected	Pool: Metropolitan Government of Nashville and Davidson County	Location: DocuSign

Signer Events

Michelle A. Hernandez Lane
michelle.lane@nashville.gov
Chief Procurement Officer/Purchasing Agent
Metro
Security Level: Email, Account Authentication (None)

Signature

Michelle A. Hernandez Lane

Signature Adoption: Pre-selected Style
Using IP Address: 170.190.198.190

Timestamp

Sent: 10/7/2021 7:13:12 AM
Viewed: 10/7/2021 1:11:44 PM
Signed: 10/7/2021 5:44:07 PM

Electronic Record and Signature Disclosure:
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In Person Signer Events

Signature

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Editor Delivery Events

Status

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Agent Delivery Events

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Intermediary Delivery Events

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Timestamp

Certified Delivery Events

Status

Timestamp

Carbon Copy Events

Status

Timestamp

Gary C Clay
Gary.Clay@nashville.gov
Asst. Purchasing Agent
Security Level: Email, Account Authentication (None)

COPIED

Sent: 10/7/2021 5:44:12 PM

Electronic Record and Signature Disclosure:
Not Offered via DocuSign

Witness Events

Signature

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Notary Events

Signature

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Envelope Summary Events

Status

Timestamps

Envelope Sent	Hashed/Encrypted	10/7/2021 7:13:12 AM
Certified Delivered	Security Checked	10/7/2021 1:11:44 PM
Signing Complete	Security Checked	10/7/2021 5:44:07 PM

Envelope Summary Events	Status	Timestamps
Completed	Security Checked	10/7/2021 5:44:12 PM

Payment Events	Status	Timestamps
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From: [Lane, Michelle \(Finance - Procurement\)](#)
To: [Clay, Gary \(Finance\)](#)
Subject: RE: Single offer approval for RFQ# 131214 WesTech Engineering Products, Parts and Service
Date: Tuesday, September 28, 2021 11:20:02 AM

Award to a single offeror is approved.

Michelle A. Hernandez Lane
Chief Procurement Officer/Purchasing Agent
Department of Finance
Procurement Division
Metropolitan Nashville Davidson County
730 2nd Avenue South, Ste. 101
Nashville, TN 37201
Office- 615.862.5471

From: Clay, Gary (Finance) <Gary.Clay@nashville.gov>
Sent: Thursday, September 23, 2021 8:51 AM
To: Lane, Michelle (Finance - Procurement) <Michelle.Lane@nashville.gov>
Subject: FW: Single offer approval for RFQ# 131214 WesTech Engineering Products, Parts and Service

Good morning Michelle,
It appears we are in agreement that the Westech's proposal should be considered Responsive. If so, please review the attached spreadsheet and approve the single offer ITB solicitation.

Note, to date Westech has not been awarded the business.

Best regards,

Gary C. Clay
Asst. Purchasing Agent (Asst. Chief Procurement Officer)
Department of Finance - Procurement Division

Metropolitan Nashville Davidson County
730 2nd Avenue South, Ste. 101
Nashville, TN 37201
Office- 615.880-2641

From: Clay, Gary (Finance)
Sent: Thursday, September 16, 2021 4:28 PM
To: Lane, Michelle (Finance - Procurement) <Michelle.Lane@nashville.gov>
Subject: Single offer approval for RFQ# 131214 WesTech Engineering Products, Parts and Service

Good afternoon Michelle,

Please see the attached cost evaluation for approval of this single offer ITB solicitation.

RFQ #131214 closed with a single bidder, WesTech Engineering, LLC. The Water Service department considers the offer fair and reasonable and agree to proceed. An adequate number of suppliers had an opportunity to submit responses to the solicitation as all suppliers registered under category codes 47100000 and 72150000 were sent the ITB.

Please note, no EBO goals or MBE/WBE goals were established for this solicitation.

Best regards,

Gary C. Clay

Asst. Purchasing Agent (Asst. Chief Procurement Officer)

Department of Finance - Procurement Division

Metropolitan Nashville Davidson County

730 2nd Avenue South, Ste. 101

Nashville, TN 37201

Office- 615.880-2641

From: [Wood, Christopher \(Finance - Procurement\)](#)
To: [Clay, Gary \(Finance\)](#)
Cc: [Ray, Terri \(Finance - Procurement\)](#); [Lane, Michelle \(Finance - Procurement\)](#); [Frye, Jeremy \(Finance\)](#)
Subject: RE: BAO Assignment for REQ 131214 - Westech Engineering Products & Service (sole Brand)
Date: Friday, July 16, 2021 12:24:42 PM

Hi Gary,

There will be no BAO programming due to no availability. WesTech appears to be the only one who can supply the products and provide the services.

Christopher S. Wood

Director/Finance Manager

Metropolitan Government of Nashville and Davidson County

[Office of Minority and Women Business Assistance \(BAO\)](#)

730 2nd Avenue South, 1st Floor; PO Box 196300

Nashville, TN 37219-6300

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From: Clay, Gary (Finance) <Gary.Clay@nashville.gov>
Sent: Friday, July 16, 2021 11:36 AM
To: Wood, Christopher (Finance - Procurement) <Christopher.Wood@nashville.gov>
Cc: Ray, Terri (Finance - Procurement) <Terri.Ray@nashville.gov>; Lane, Michelle (Finance - Procurement) <Michelle.Lane@nashville.gov>
Subject: BAO Assignment for REQ 131214 - Westech Engineering Products & Service (sole Brand)

Good morning Christopher,

I have created RFQ 131214 for Westech Engineering Products & Service (sole Brand) from Requisition 2021014. Please advise regarding BAO Assignment, PNP/Small Business and/or DBE Requirements, if applicable.

Requisition #: 2021014

Solicitation #: 131214

Solicitation Title: Westech Engineering Sole Brand Parts & Service

Solicitation Type: ITB – Invitation to Bid for goods and services ending in a contract

Estimated Contract value: \$3.2 mil

Scope of Work: The Metropolitan Government of Nashville and Davidson County (“Metro”) on behalf of the Water Services Department is seeking quotes from authorized distributors of Westech Engineering Products for product and service.

Objective: Contract – 5year

Commodity Code: 47100000

Departments: Metro Water Services

If you have any questions please don't hesitate to ask.

Gary C. Clay

Asst. Purchasing Agent (Asst. Chief Procurement Officer)

Department of Finance - Procurement Division

Metropolitan Nashville Davidson County

730 2nd Avenue South, Ste. 101

Nashville, TN 37201

Office- 615.880-2641

Solicitation Title & Number	SBE/SDV Requirement Percentage	Discount/MACP Percentage	Lowest Total Bid Amount	MACP	Winning Bid
Westech Products, Parts & Service RFQ#131214			\$3,196,497	\$3,196,497	\$3,196,497

Offeror's Name	Total Bid Amount	Responsive and Responsible Offer	SBE/SDV Participation Amount	SBE/SDV Requirement	Status of Award
WesTech Engineering, LLC	\$3,196,496.59	\$3,196,496.59		\$0	Awarded
				\$0	
				\$0	
				\$0	

Note: [Included note here if any vendor is found to be nonresponsive. Do not show vendor in table above. Included vendor name and reason they are nonresponsive.]