



Notice of Intent to Award

Solicitation Number	203236	Award Date	3/21/2022 1:00 PM CDT
Solicitation Title	Underground Utility Locating Services		
Buyer Name	Marissa Conklin	Buyer Email	Marissa.conklin@nashville.gov
BAO Rep	Jeremy Frye	BAO Email	Jeremy.frye@nashville.gov

Awarded Supplier(s)

In reference to the above solicitation and contingent upon successful contract negotiation, it is the intent of the Metropolitan Government of Nashville and Davidson County to award to the following supplier(s):

Company Name	USIC Locating Services, LLC	Company Contact	Sean Lepsky	
Street Address	9045 North River Rd			
City	Indianapolis	State	IN	Zipcode 46239

Company Name		Company Contact		
Street Address				
City		State		Zipcode

Company Name		Company Contact		
Street Address				
City		State		Zipcode

Certificate of Insurance

The awarded supplier(s) must submit a certificate of insurance (COI) indicating all applicable coverage required by the referenced solicitation. The COI should be emailed to the referenced buyer no more than 15 days after the referenced award date.

Equal Business Opportunity Program

Where applicable, the awarded supplier(s) must submit a signed copy of the letter of intent to perform for any and all minority-owned (MBE) or woman-owned (WBE) subcontractors included in the solicitation response. The letter(s) should be emailed to the referenced business assistance office (BAO) rep no more than two business days after the referenced award date.

Yes, the EBO Program is applicable.

No, the EBO Program is not applicable.

Monthly Reporting

Where applicable, the awarded supplier(s) will be required monthly to submit evidence of participation and payment to all small (SBE), minority-owned (MBE), women-owned (WBE), LGBT-owned (LGBTBE), and service disabled veteran owned (SDV) subcontractors. Sufficient evidence may include, but is not necessarily limited to copies of subcontracts, purchase orders, applications for payment, invoices, and cancelled checks.

Questions related to contract compliance may be directed to the referenced BAO rep.

Yes, monthly reporting is applicable.

No, monthly reporting is not applicable.

Public Information and Records Retention

Solicitation and award documentation are available upon request. Please email the referenced buyer to arrange.

A copy of this notice will be placed in the solicitation file and sent to all offerors.

Right to Protest

Per MCL 4.36.010 – 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.

____ Supervisor (Initial)

Michelle A. Hernandez Lane
Michelle A. Hernandez Lane
Purchasing Agent & Chief Procurement Officer

RFQ 203236 Underground Utility Locating Services	
Evaluation Committee Scoring Sheet	
Offeror	USIC Locating Services, LLC
Contract Acceptance (Yes/No)	Yes
Cost (40)	40.00
Project Approach and Methodology (20)	18.00
Firm Project Qualifications (35)	33.00
Risk Mitigation (5)	3.00
Total Evaluation Scores	94.00

Evaluation Comments

USIC Locating Services, LLC
Strengths
In section Project Approach and Methodology, detailed vendors' understanding of the project and how it will be approached; listing procedures. Firm Project Qualifications section, provided 3 projects of similar size and detailed firm's background experience and qualifications.
Weaknesses
In Project Approach and Methodology section, identity checks was missing along with value and contact information in the Firm Project Qualifications sections as well. In the Risk Mitigation section, a system failure was the only part discussed, left out disaster recovery plan and labor force.

BAO Small Business Assessment Sheet

BAO Specialist: Jeremy Frye

Contract Specialist: Marissa Conklin

Date: 03/08/2022

Department Name: Water Services

RFQ#: 203236

Project Name: Underground Utility Location Services

Primary Contractor*	Prime Bid Amount	Acknowledged SBE Requirement ?	SBE Requirement (%)	Comments
USIC Locating Services, LLC	\$ 2,766,014.40	Yes	8%	The prime is not an approved SBE acknowledged 8% SBE/SDV requirement and consequences of misrepresentation over the life of the contract.



Statement of M/WBE Utilization **A&E ONLY**

Proposer's/Firm's Name: USIC Locating Services, LLC	Proposer's Phone #: 317 - 608 - 5087 EXT. 5087
Solicitation Title: Underground Utility Location Services	Proposer's Email Address: sales@usicll.com
Solicitation #: 203236	Total Bid Amount: 2,766,014.40
EBO Goal (%): <u>0.00</u> MBE% <u>0</u> 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
1				Select	Select		
2				Select	Select		
3				Select	Select		
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)	Date
Megan Hilvers Data Sales Specialist	12/17/2021

*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 Acknowledged EBO Goals Achievement?	No	For Internal Office Use ONLY	Yes
		If No, Good Faith Efforts Met?	

BAO Representative : Jeremy Frye

Metro Buyer: Marissa Conklin

Project Manager: _____

Date: 03/07/22

BAO Notes:

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)

Project Name: Underground Utility Location Services		Project Number: 203236	
Company Name: USIC, LLC		Date Submitted:	Total Contract Value: 2766014.40
Address: 9045 N River Rd Suite Suite 200 Indianapolis, IN 46240		Federal Tax ID# 01 - 0959298	
Contact Person: Meganhilvers@usicllc.com	Email:	Phone #: 317 - 608 -5087	

GOOD FAITH EFFORTS SUMMARY SHEET

Number	Bidder Action(s)	BAO Only
1.	<p>Solicitation and written notice to available and certified MWBEs: 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> <ul style="list-style-type: none"> I. Enough information about the plans, specs, and terms & conditions of the solicitation; II. A contact person knowledgeable of the project documents available to answer questions about the condition of the contract; III. Information regarding the Bidder's bonding requirements; IV. The deadline for submission of price quotations. 	Fail

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)
	Select					Select
	Select					Select

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Number	Bidder Action(s)	BAO Only
2.	Meetings: Attended or held informational meetings to update potential subcontractors or vendors of subcontracting or supply opportunities.	N/A

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
This was deemed Not Applicable - There was no meeting regarding this RFP		

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3.	Unbundling. 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.	N/A

What Scope of Project Was Divided?

1. This was deemed Not Applicable- we will not	2.
3.	4.
5.	6.

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4.	Rejection: 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.	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.

M/WBE Firm Name/Address/Contact Person/Phone Number/Email	Description of Proposed Work	Reason for Rejection
Please see attachemnt for further explaintion	Locating services	The services are completed by U

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5.	Non-discrimination: 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
Code of Conduct	
Anti- Harassment	

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6.	Community and Other Organizational Services Support: 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.
We would not have had time to publish		

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7.	Assistance: Bonding/Lines of Credit/Insurance: 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
This was deemed not applicale	

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8.	<p>Database Utilization Accessed all reasonable and available means to include, but not limited to the following examples: https://www.nashville.gov/Finance/Procurement/Business-Assistance-Office/SMWBE-Lists-and-Forms.aspx or https://nashville.diversitycompliance.com/</p>	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
https://nashville.diversitycompliance.com/	12/20/20	We are able to perform the services in house
https://www.nashville.gov/departments/government	12/20/2021 - 12/29/2021	None of the vendors or subcontractors offered any services that would be needed as out service is done in house.
https://www.supplier.io/	12/20/2021	We use this site for various MWBE vendors that we currently use

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9.	Mentor Protégé' Relationship/Technical Assistance: 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.	Pass	

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.
N/A		Member and Participant in Indiana Diversity Council. Participate in multiple Diversity Supplier Workshops each year. National Minority Supplier Development Council (NMSDC);; Small Business Administration (SBA); or other recognized

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: _____ Print Name: Megan Hilvers Title: SDS