



Notice of Intent to Award

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|---------------------|---------------------------------|-------------|----------------------------|--|
| Solicitation Number | 269246 | Award Date | 11/30/2022 2:10 PM CST | |
| Solicitation Title | 48 Foot Fixed Gooseneck Trailer | | | |
| Buyer Name | Von L. Bell | Buyer Email | von.bell@nashville.gov | |
| BAO Rep | Angie Martin | BAO Email | Angie.Martin@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 | Chattanooga Trailer & Truck Rental Inc. | Company Contact | Kevin Mowery | | |
| Street Address | 7445 Lee Hwy | | | | |
| City | Chattanooga | State | Tennessee | Zipcode | 37421 |

| | | | | | |
|----------------|--|-------|-----------------|---------|--|
| 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.

MLL Supervisor (Initial)

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

| Enter Solicitation Title & Number Below | | | | | | |
|---|-------------------------------|-------------------------|------------------------------|----------------------------|-----------------------------------|------------------------|
| 48 Foot Fixed Gooseneck Trailer RFQ 269246 | Min. SBE/SDV Participation | Incentive Percentage | Incentive Calculator | Lowest Bid | MACP | Winning Bid |
| . | 0.0% | 7.00% | 93.00% | \$69,283.00 | \$74,132.81 | \$69,283.00 |
| Offeror's Name | Bids | SBE | Participation Requirement | Participation Incentive | Incentive Evaluation Amount | Status of ITB Award |
| Chattanooga Trailer & Rental, Inc., | \$69,283.00 | | \$0 | \$0.00 | \$69,283.00 | Awarded |

BAO Small Business Assessment Sheet

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|--------------------------------------|
| BAO Specialist: Angie Martin |
| Contract Specialist: Von Bell |
| Date: 10/27/22 |

| |
|--|
| Department Name: General Services |
| RFP/ITB Number: 269246 |

| |
|--|
| Project Name: 48 Foot Fixed Gooseneck Trailer |
|--|

| Primary Contractor* | Prime Bid Amount | Total Proposed SBE (\$) | SBE Subs approved? | SBE (%) | Comments |
|-----------------------------------|------------------|-------------------------|--------------------|---------|--|
| Chattanooga Trailer & Rental Inc. | \$69,283.00 | \$0.00 | NA | 0% | Prime is not a metro approved SBE and will self-perform 100% of the work |

From: [Lane, Michelle \(Finance - Procurement\)](#)
To: [Bell, Von \(Finance\)](#); [Cantlon, Judy \(Finance - Contract Compliance\)](#)
Cc: [Clay, Gary \(Finance\)](#)
Subject: Re: RFQ 269246 48 Foot Fixed Gooseneck Trailer
Date: Tuesday, November 29, 2022 10:00:57 AM

Award to a single offeror is approved

Get [Outlook for iOS](#)

From: Bell, Von (Finance) <Von.Bell@nashville.gov>
Sent: Thursday, November 17, 2022 10:28:45 AM
To: Lane, Michelle (Finance - Procurement) <Michelle.Lane@nashville.gov>; Cantlon, Judy (Finance - Contract Compliance) <Judy.Cantlon@nashville.gov>
Cc: Clay, Gary (Finance) <Gary.Clay@nashville.gov>
Subject: FW: RFQ 269246 48 Foot Fixed Gooseneck Trailer

Michelle,

Can you please review the email for approval?

Thanks,
Von

From: Bell, Von (Finance)
Sent: Monday, November 14, 2022 7:09 AM
To: Lane, Michelle (Finance - Procurement) <Michelle.Lane@nashville.gov>; Cantlon, Judy (Finance - Contract Compliance) <Judy.Cantlon@nashville.gov>
Cc: Clay, Gary (Finance) <Gary.Clay@nashville.gov>
Subject: FW: RFQ 269246 48 Foot Fixed Gooseneck Trailer

Michelle,

Per **R4.12.011.03.1** **RFQ 269246** for 48 Foot Fixed Gooseneck Trailer closed with a single bidder, Chattanooga Trailer & Rental. Please note, the requester Andrew Tinsley has advised that department approved and considers the offer is fair and reasonable and agrees to proceed with the procurement process. The bid tab and BAO assessment is attached for the required documentation for determination.

Thanks,

Von L. Bell
Procurement Officer II (Buyer)

Department of Finance
Procurement Division
Metropolitan Government, Nashville Davidson County
730 2nd Avenue South, St 101
Nashville, TN 37201
Office-615-862-6463

Do what you are supposed to do when you are supposed to do it; because when you don't, it impacts others!!!

From: Tinsley, Andrew J (Fleet Management) <Andrew.Tinsley@nashville.gov>
Sent: Tuesday, October 18, 2022 1:39 PM
To: Bell, Von (Finance) <Von.Bell@nashville.gov>
Subject: FW: RFQ 269246 48 Foot Fixed Gooseneck Trailer

Good Afternoon Von,

Please see the departments approval to move forward with this purchase.

Thanks
Andrew

From: Robinson, William (NDOT) <William.Robinson@nashville.gov>
Sent: Tuesday, October 18, 2022 10:06 AM
To: Tinsley, Andrew J (Fleet Management) <Andrew.Tinsley@nashville.gov>
Subject: RE: RFQ 269246 48 Foot Fixed Gooseneck Trailer

Good morning, yes sir this spec is approved. Please move forward with the purchase.

Thank you,
Rocky

From: Tinsley, Andrew J (Fleet Management) <Andrew.Tinsley@nashville.gov>
Sent: Tuesday, October 18, 2022 6:35 AM
To: Robinson, William (NDOT) <William.Robinson@nashville.gov>
Subject: RE: RFQ 269246 48 Foot Fixed Gooseneck Trailer

Good Morning,

Have you had time to review this?

Thanks
Andrew

From: Tinsley, Andrew J (Fleet Management)
Sent: Friday, October 7, 2022 7:01 AM
To: Robinson, William (NDOT) <William.Robinson@nashville.gov>
Subject: FW: RFQ 269246 48 Foot Fixed Gooseneck Trailer

Please review and let me know if you approve for purchase to replace 1604JG. Let me know what other decals will be turned in or what funding will be used to offset the cost difference. Budgeted \$22,320 actual cost \$69,283.

Thanks
Andrew

From: Bell, Von (Finance) <Von.Bell@nashville.gov>
Sent: Thursday, October 6, 2022 2:44 PM
To: Tinsley, Andrew J (Fleet Management) <Andrew.Tinsley@nashville.gov>
Subject: RFQ 269246 48 Foot Fixed Gooseneck Trailer

Hi Andrew,

RFQ 269246 closed on October 6, 2022 at 2:00 PM with a single bidder. Please review the attached documents that were submitted. Please let me know if the department considers the offer to be fair and reasonable and more importantly, meets the minimum specifications for approval to proceed with the procurement process.

Thanks,

Von L. Bell
Procurement Officer II (Buyer)
Department of Finance
Procurement Division
Metropolitan Government, Nashville Davidson County
730 2nd Avenue South, St 101
Nashville, TN 37201
Office-615-862-6463

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Certificate Of Completion

| | |
|--|------------------------------|
| Envelope Id: B1C7E6F105A74AB78CCCF0E62787C999 | Status: Completed |
| Subject: Intent to Award - RFQ # 269246 for [48 Foot Fixed Gooseneck Trailer and Award Justification | |
| Source Envelope: | |
| Document Pages: 6 | Signatures: 1 |
| Certificate Pages: 2 | Initials: 1 |
| AutoNav: Enabled | Envelope Originator: |
| Envelope Stamping: Enabled | Von Bell |
| Time Zone: (UTC-06:00) Central Time (US & Canada) | 730 2nd Ave. South 1st Floor |
| | Nashville, TN 37219 |
| | von.bell@nashville.gov |
| | IP Address: 170.190.198.190 |

Record Tracking


| | | |
|--------------------------------------|--|--------------------|
| Status: Original | Holder: Von Bell | Location: DocuSign |
| 11/29/2022 1:44:06 PM | von.bell@nashville.gov | |
| Security Appliance Status: Connected | Pool: StateLocal | |
| Storage Appliance Status: Connected | Pool: Metropolitan Government of Nashville and Davidson County | Location: DocuSign |

Signer Events

| Signer Events | Signature | Timestamp |
|--|---|--------------------------------|
| Gary Clay |  | Sent: 11/29/2022 2:12:48 PM |
| Gary.Clay@nashville.gov | | Viewed: 11/30/2022 10:11:37 AM |
| Asst. Purchasing Agent | | Signed: 11/30/2022 1:58:38 PM |
| Security Level: Email, Account Authentication (None) | Signature Adoption: Uploaded Signature Image | |
| | Using IP Address: 170.190.198.185 | |

Electronic Record and Signature Disclosure:

Not Offered via DocuSign

| | | |
|--|---|-------------------------------|
| Michelle A. Hernandez Lane |  | Sent: 11/30/2022 1:58:40 PM |
| michelle.lane@nashville.gov | | Viewed: 11/30/2022 2:10:11 PM |
| Chief Procurement Officer/Purchasing Agent | | Signed: 11/30/2022 2:10:23 PM |
| Metro | Signature Adoption: Pre-selected Style | |
| Security Level: Email, Account Authentication (None) | Using IP Address: 170.190.198.190 | |

Electronic Record and Signature Disclosure:

Not Offered via DocuSign

| In Person Signer Events | Signature | Timestamp |
|------------------------------|-----------|------------|
| Editor Delivery Events | Status | Timestamp |
| Agent Delivery Events | Status | Timestamp |
| Intermediary Delivery Events | Status | Timestamp |
| Certified Delivery Events | Status | Timestamp |
| Carbon Copy Events | Status | Timestamp |
| Witness Events | Signature | Timestamp |
| Notary Events | Signature | Timestamp |
| Envelope Summary Events | Status | Timestamps |

| Envelope Summary Events | Status | Timestamps |
|--------------------------------|------------------|------------------------|
| Envelope Sent | Hashed/Encrypted | 11/29/2022 2:12:48 PM |
| Envelope Updated | Security Checked | 11/30/2022 12:37:10 PM |
| Certified Delivered | Security Checked | 11/30/2022 2:10:11 PM |
| Signing Complete | Security Checked | 11/30/2022 2:10:23 PM |
| Completed | Security Checked | 11/30/2022 2:10:23 PM |

| Payment Events | Status | Timestamps |
|-----------------------|---------------|-------------------|
|-----------------------|---------------|-------------------|