



Notice of Intent to Award

Solicitation Number	317252	Award Date	4/5/2023 11:54 AM CDT
Solicitation Title	Urban Tree Canopy Assessment		
Buyer Name	Daniel Drumwright	Buyer Email	Daniel.drumwright2@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	PlanIT Geo, Inc	Company Contact	Emily Solis	
Street Address	7878 Wadsworth Blvd Suite 340			
City	Arvada	State	CO	Zipcode 80003

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

**RFQ 317252 Urban Tree Canopy Assessment
Evaluation Team/Review Board Score Sheet**

Offeror	PlannIT Geo, Inc	Davey Resource Group, Inc
Contract Acceptance	Yes	Yes
Methodology and Approach (30 Points)	29.00	22.00
Qualifications and Experience (40 Points)	38.00	38.00
Cost (30 Points)	30.00	25.17
Total Evaluation Scores	97.00	85.17

Evaluation Comments

PlannIT Geo, Inc
<p>Strengths</p> <p>Provided detailed information related to company's experiences. Provided narrative of documented successes in related field. All previous project experience of a similar size and scope. Work chart detailed project team's organizational structure including defined roles and responsibilities of team members. Resumes included detailed information related to qualifications to complete work. Project completion timeline meets Metro's needs. Detailed how the requirements and provisions of the scope would be implemented. Provided a detailed overview of the knowledge of project objectives and existing conditions. Identified potential challenges and provided an approach to minimizing any disruptions to performance. Provided a comprehensive plan for completing the specified work, capabilities to manage the project, coordinate staff, and manage project resources. Provided controls to ensure the work required is performed in a timely and accurate manner. Detailed efficient use of manpower, material resources, equipment, and technology for completing the project efficiently and within the constraints outlined in the scope.</p>
<p>Weaknesses</p> <p>Vague information related to handling of reports. Vague information on capacity to cover staffing shortages. Vague information provided regarding schedule for work-related task.</p>

Davey Resource Group, Inc
<p>Strengths</p> <p>Provided detailed information related to company's experiences. Provided narrative of documented successes in related field. All previous project experience of a similar size and scope. Work chart detailed project team's organizational structure including defined roles and responsibilities of team members. Detailed how the requirements and provisions of the scope would be implemented. Provided a detailed overview of the knowledge of project objectives and existing conditions. Ample capsid to complete tasks described in the scope. Identified potential challenges and provided an approach to minimizing any disruptions to performance. Provided a comprehensive plan for completing the specified work, capabilities to manage the project, coordinate staff, and manage project resources. Provided controls to ensure the work required is performed in a timely and accurate manner. Detailed efficient use of manpower, material resources, equipment, and technology for completing the project.</p>
<p>Weaknesses</p> <p>Lack of project management oversight referenced in the proposal. Discrepancy in referenced projects cost. Timeline for completing project outside of the constraints provided by Metro. Request report data from Metro that should be provided by award Contractor. Resistant to complete multiple drafts and provide a review period for findings.</p>

Solicitation Title & Number			RFP Cost Points	RFP SBE/SDV Points	Total Cost Points
RFQ 317252 Urban Tree Canopy Assessment			24	6	30
Offeror's Name	Total Bid Amount	SBE/SDV Participation Amount	RFP Cost Points	RFP SBE/SDV Points	Total Cost Points
PlanIT Geo, Inc	\$175,259.81	\$17,525.98	24.00	6.00	30.00
Davey Resource Group, Inc	\$219,393.57	\$22,000.00	19.17	6.00	25.17

BAO Small Business Assessment Sheet

BAO Specialist: Angie Martin
Contract Specialist: Daniel Drumwright
Date: 3/22/23

Department Name: MWS
RFP/ITB Number: 317252

Project Name: Urban Tree Canopy Assessment

Primary Contractor*	Prime Bid Amount	Total Proposed SBE/SDV (\$)	Acknowledged SBE/SDV Requirement	SBE/SDV Requirement (%)	Comments
PlanIT Geo	\$ 175,260	\$ 17,526	YES	10%	The prime IS NOT a metro Approved SBE. Acknowledged 10% SBE/SDV requirement over life of the project and consequences of misrepresentation.

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