



**Notice of Intent to Award**

Solicitation Number	355268	Award Date	9/15/2023   12:37 PM CDT
Solicitation Title	Provide Historical Markers		
Buyer Name	Marissa Conklin	Buyer Email	Marissa.conklin@nashville.gov
BAO Rep	Christopher Wood	BAO Email	Christopher.wood@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	Sewah Studios, Inc	Company Contact	Jill Egermayer
Street Address	190 Millcreek Road		
City	Marietta	State	OH Zipcode 45750

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

Solicitation Title & Number		RFP Cost Points
RFQ 355268; Provide Historical Markers		30
Offeror's Name	Total Bid Amount	RFP Cost Points
Sewah Studios, Inc	\$61,748.93	30.00

**RFQ 355268 Provide Historical Markers  
Evaluation Committee Scoring Sheet**

Offeror	Sewah Studios, Inc
Contract Acceptance (Yes/No)	Yes
Cost (30)	30.00
Project Approach (30)	18.00
Qualifications and Experience (40)	33.00
<b>Total Evaluation Scores</b>	<b>81.00</b>

**Evaluation Comments**

Sewah Studios, Inc
<b>Strengths</b>
In Experience and Qualifications section, stated experience and qualifications as requested. In Project and Approach section, answered both bulletin points
<b>Weaknesses</b>
In Experience and Qualifications section, did not give specific dates, dollar values or list out specific team members. In Project Approach section, did not give detailed answers for provisions and requirements requested.