



Notice of Intent to Award

Solicitation Number	355275	Award Date	11/1/2023 11:13 AM CDT
Solicitation Title	Tree Inventory and Hazard Management Services		
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	Davey Resource Group, Inc	Company Contact	Shirley Vaughn		
Street Address	295 S Water Street STE 300				
City	Kent	State	OH	Zipcode	44240

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 355275 Tree Inventory and Hazard Management Services
Evaluation Team/Review Board Score Sheet**

Offeror	Davey Resource Group, Inc
Contract Acceptance	Yes
Qualifications and Experience (30 Points)	28.00
Methodology and Approach (35 Points)	35.00
Cost (35 Points)	35.00
Total Evaluation Scores	98.00

Evaluation Comments

Davey Resource Group, Inc

Strengths

Provided detailed information on how the requirements and provisions of the scope will be implemented. Detailed firm's knowledge of the project objectives/goals and existing conditions/assumptions, identifying potential issues/challenges, approach to minimizing any disruptions to performance, and present a comprehensive plan for completing the specified work. Described in detail the project management methodology that will be utilized. Provided detailed approach to managing the project including the identification of clearly defined project management process, tasks, and deliverables. The proposed approach provided insight into the proposers capability to manage the project, respond to day-to-day problems, manage issues, provide regular status reports, coordinate staff, and manage project resources. Described in detail implemented process controls to ensure the required work is performed in a timely and accurate manner. Demonstrated in detail the use of manpower, material resources, equipment, and technology necessary for completing the project efficiently within the constraints outlined in the scope. All referenced projects of a similar size, scope, and complexity. Provided a detailed overview of firm's years performing the scope of services. Detail team's knowledge and project experience in the provision of services related to the project. Demonstrated in detail the team's capacity to perform work. Clearly defined project team's organizational structure, including defined responsibilities and location for duration of the project. Provided resumes of key individuals that will perform work on the project.

Weaknesses

Lack of information related to the management of project documentation for the project.

Solicitation Title & Number			RFP Cost Points	RFP SBE/SDV Points	Total Cost Points
RFQ 355275 Tree Inventory and Hazard Management Services			28	7	35

Offeror's Name	Total Bid Amount	SBE/SDV Participation Amount	RFP Cost Points	RFP SBE/SDV Points	Total Cost Points
Davey Resource Group, Inc	\$2,383,801.98	\$262,218.22	28.00	7.00	35.00

BAO Small Business Assessment Sheet

BAO Specialist: Angie Martin
Contract Specialist: Daniel Drumwright
Date: 10/24/23

Department Name: Parks/ Metro Wide
RFP/ITB Number: 355275

Project Name: Tree Inventory and Hazard Management Services

Primary Contractor*	Prime Bid Amount	Total Proposed SBE/SDV (\$)	Acknowledged SBE/SDV Requirement	SBE/SDV Requirement (%)	Comments
Davey Resource Group, Inc.	\$ 2,383,801	TBD	Yes	11%	The prime IS NOT a metro Approved SBE. Acknowledged 11% SBE/SDV requirement over life of the project and consequences of misrepresentation.

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Statement of M/WBE Utilization

Proposer's/Firm's Name: Davey Resource Group, Inc.	Proposer's Phone #: 800-828-8312
Solicitation Title: Tree Inventory and Hazard Management Services	Proposer's Email Address: shirley.vaughn@davey.com
Solicitation #: 355275	Amount Self-performed : 94
Proposer's/Firm's Ownership: Non-M/WBE	Total Bid Amount: 2383801.98
Proposed EBO Goal (%) : 1 <u> </u> MBE% 5 <u> </u> WBE%	EBO Goal Met? (Y/N) YES

The following MWBE* subcontractor(s)/supplier(s) will be utilized for the performance of this project:

				Certificate						
				Type	* MBE/WBE	Code #			MBE/WBE	Percent
				(MBE or WBE)	Group Type *	UNSPS/NAICS	Description of Work		Dollars (\$)	of Total Contract
MBE/WBE Firm Name		MBE/WBE Firm Address		Phone/E-Mail						
1	Bentley Miller and Company	Nashville, TN		615-400-5742/ chenry@bentleymil	WBE	Select	80110000	Technical Staffing	119190.10	5
2	Atlas Management Corporation	Brentwood, TN		615-620-0970/ wsaawyers@atlas	MBE	Select	80110000	Technical Staffing	23838.02	1
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) Karen Wise, Vice President Environmental Consulting	Date 09/08/2023
<i>Karen Wise</i>	

*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 Complied with EBO Goal? YES	For Internal Office Use ONLY	BAO Only
	<i>If No, Good Faith Efforts Met?</i>	

BAO Representative: Angie Martin **Metro Buyer:** Daniel Drumwright **Project Manager:** Phil Lucket **Date:** 10/24/23

Total MBE Subcontracting	1	%	\$	23,838
Total WBE Subcontracting	5	%	\$	119,190
Total MBE/WBE Participation:	6	%	\$	143,028

BAO Notes: