



Notice of Intent to Award

| | | | | |
|---------------------|---|-------------|--------------------------------|--|
| Solicitation Number | 362254 | Award Date | 3/13/2024 2:58 PM CDT | |
| Solicitation Title | E-Music Digital Media for Library (NPL) | | | |
| Buyer Name | Von L Bell | Buyer Email | von.bell@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 | Library Ideas, LLC (subscription model) | Company Contact | Stephanie Hall | | |
| Street Address | 3949 Pender Drive #230 | | | | |
| City | Fairfax | State | VA | Zipcode | 22030 |

| | | | | | |
|----------------|---------------------------------------|-----------------|------------|---------|-------|
| Company Name | Midwest Tape, LLC (pay-per-use model) | Company Contact | Janet Timm | | |
| Street Address | 1417 Timberwolf Drive | | | | |
| City | Holland | State | Ohio | Zipcode | 43528 |

| | | | | | |
|----------------|--|-----------------|--|---------|--|
| 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# 362254 | | |
|---|--|---|
| Evaluation Team/Review Board Score Sheet | | |
| Evaluation Criteria/Offeror | Library Ideas, LLC | Midwest Tape LLC |
| Qualifications and Experience (10 points) | 10.00 | 10.00 |
| Methodology, Approach and Capacity to perform (30 points) | 17.00 | 30.00 |
| Cost (15 points) | 15.00 | 15.00 |
| Total Proposal (Evaluation Scores) | 42.00 | 55.00 |
| Demonstration Comments | Demo highlights included fast system for multiple users, ability to view, locate and stream content easily, in library and remote access, authentication in order of SIP2, current popular music, and usage statistics. Demo weaknesses; no minimum ready-to-load MARC records capability. | Demo highlights included fast reliable system, allow for multiple users to view, locate and stream content. Minimum MARC records capability, ability for library to generate reports, in library an remote access for users, authentication ability for users SIP2, and methods of integration Aspen, usage statistics. Minor weakness, accessibility to more valuable content. |
| Demo Scores (Round 2) | 40.00 | 44.00 |
| Total Scores (Round 2) | 82.00 | 99.00 |
| Evaluation Comments | | |
| Library Ideas, LLC | | |
| Strengths | | |
| Offer meets standards and demonstrates sufficient understanding of solicitation goals & objectives. Award justification notes more strengths than weaknesses; weaknesses are correctable. The proposal's qualifications and experience provided years of experience that exceeded requirement, three references with contacts information for work similar in size and scope outlined in solicitation. Proposal's methodology, approach and capacity response was adequate in satisfying majority of requested information. . | | |
| Weaknesses | | |
| minor correctable weakness; additional details on methodology. | | |
| Midwest Tape, LLC | | |
| Strengths | | |
| Offer greatly exceeds standards and demonstrates superior understanding of solicitation goals & objectives. Award justification notes several major strengths. Proposal provided all requested qualification and experience information. Firm exceeded years in experience performing similar work and list of references. Proposal additionally included the firm's methodology, approach and capacity to perform the services in the scope of work. | | |
| Weaknesses | | |
| No weaknesses. | | |

| Enter Solicitation Title & Number Below | | | |
|--|-------------|--------------------|-----------------|
| E-Music Digital Media for Library (NPL) RFQ 362254 (Subscription Based Model) | | Lowest Bid | |
| | | \$50,000.00 | 15 |
| Offeror's Name | Bids | Evaluation Amount | RFP Cost Points |
| Library Ideas, LLC | \$50,000.00 | \$50,000.00 | 15.00 |
| No EBO goals or SBE/SDV | | | |
| | | | |

| Enter Solicitation Title & Number Below | | | |
|---|-------------|--------------------------|------------------------|
| E-Music Digital Media for Library (NPL) RFQ 362254 (Pay-Per-Use Based Model) | | Lowest Bid | |
| | | \$29,964.00 | 15 |
| Offeror's Name | Bids | Evaluation Amount | RFP Cost Points |
| Midwest Tape, LLC | \$29,964.00 | | 15.00 |
| | | | |
| No EBO goals or SBE/SDV | | | |

Certificate Of Completion

| | |
|---|------------------------------|
| Envelope Id: 9326B2CD11BE4506BC5942D73491AA45 | Status: Completed |
| Subject: Intent to Award - RFQ # 362254 for E-Music Digital Media for Library (NPL) | |
| Source Envelope: | |
| Document Pages: 4 | Signatures: 1 |
| Certificate Pages: 2 | Initials: 1 |
| AutoNav: Enabled | Envelope Originator: |
| Envelopeld 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: 170.190.198.185 |


Record Tracking

| | | |
|--|--|--------------------|
| Status: Original 3/8/2024 11:25:59 AM | Holder: Von Bell von.bell@nashville.gov | Location: DocuSign |
| 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 Gary.Clay@nashville.gov Asst. Purchasing Agent Security Level: Email, Account Authentication (None) |  Signature Adoption: Uploaded Signature Image Using IP Address: 170.190.198.185 | Sent: 3/8/2024 11:28:54 AM Viewed: 3/8/2024 12:20:14 PM Signed: 3/8/2024 12:27:40 PM |

Electronic Record and Signature Disclosure:
Not Offered via DocuSign

| | | |
|--|--|--|
| Michelle A. Hernandez Lane michelle.lane@nashville.gov Chief Procurement Officer/Purchasing Agent Metro Security Level: Email, Account Authentication (None) |  Signature Adoption: Pre-selected Style Using IP Address: 170.190.198.185 | Sent: 3/8/2024 12:27:41 PM Viewed: 3/13/2024 2:58:01 PM Signed: 3/13/2024 2:58:12 PM |
|--|--|--|

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 | 3/8/2024 11:28:54 AM |
| Certified Delivered | Security Checked | 3/13/2024 2:58:01 PM |
| Signing Complete | Security Checked | 3/13/2024 2:58:12 PM |
| Completed | Security Checked | 3/13/2024 2:58:12 PM |

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