



### Notice of Intent to Award

Solicitation Number	361278	Award Date	5/9/2024   6:47 AM CDT
Solicitation Title	E-Videos and E-Magazines Digital Media Services for 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	PRESSREADER INC (e-magazines/subscription)	Company Contact	Allan Klassen
Street Address	200-1311 Vanier Place,		
City	Richmond BC V6V 2J1 Canada	State	Zipcode

Company Name	Midwest Tape, LLC (e-videos/pay per use )	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.

     Supervisor (Initial)

Dennis Rowland

Dennis Rowland  
Purchasing Agent & Chief Procurement Officer

<b>RFQ# 361278</b>			
<b>Evaluation Team/Review Board Score Sheet</b>			
	Midwest Tape LLC	PRESSREADER INC	
<b>Evaluation Criteria/Offeror</b>			
<b>Methodology, Approach and Capacity to Perform (30 points)</b>	30.00	30.00	
<b>Qualifications and Experience (10 points)</b>	10.00	10.00	
<b>Cost (15 points)</b>	15.00	15.00	
<b>Total Proposal (Evaluation Scores)</b>	<b>55.00</b>	<b>55.00</b>	
<b>Demonstrations were deemed unnecessary and Demo Scores removed from round 2</b>	45.00	45.00	
<b>Total Scores Rounds, 1, 2, &amp; 3</b>	<b>85.00</b>	<b>85.00</b>	
<b>Evaluation Comments</b>			
<b>Midwest Tape LLC</b>			
<b>Strengths</b>			
Offer meets standards and demonstrates sufficient understanding of solicitation goals & objectives. Award justification notes more strengths than weaknesses; The proposal provided all requested information for qualification and experience; three references for current scope of work with libraries of similar, size, and complexity. Offer additionally provided detailed explanation of firms access options to stream and download. Offer's methodology, approach, and capacity to perform criteria was well organized with description of requested information including collection inventory, collection development services, and cataloging and invoicing.			
<b>Weaknesses</b>			
weaknesses are correctable. Offer had minimal response for requested details on order information.			
<b>PRESSREADER INC</b>			
<b>Strengths</b>			
Offer meets standards and demonstrates sufficient understanding of solicitation goals & objectives. Award justification notes more strengths than weaknesses. The proposal included excellent description of firms qualifications and experience with current references in provding work of similar, size, and complexity. Firm's methodology, approach, and capacity to perform information details of collection inventory and explanation of management plan with all requested information for successfully evaluation.			
<b>Weaknesses</b>			
weaknesses are correctable.			

Enter Solicitation Title & Number Below			
<b>E-Videos and E-Magazines Digital Media Services for NPL RFQ 361278</b>			
		<b>Lowest Bid</b>	
		<b>\$31,700.00</b>	<b>15</b>
Offeror's Name	Bids	Evaluation Amount	RFP Cost Points
PRESSREADER INC (e-magazines/subscription model)	\$31,700.00	\$ 31,700.00	15.00
Midwest Tape LLC (e-videos/pay per use model )	\$59,540.00	\$ 59,540.00	15.00
No EBO goals or SBE/SDV			

**Certificate Of Completion**

Envelope Id: C54C0CF7D07D49E29C59D546B6AED0A6	Status: Completed
Subject: Intent to Award - RFQ # 361278 for E-Videos and E-Magazines Digital Media Services for NPL	
Source Envelope:	
Document Pages: 3	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	Holder: Von Bell	Location: DocuSign
5/7/2024 5:02:44 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: 5/7/2024 5:04:33 PM
Gary.Clay@nashville.gov		Viewed: 5/8/2024 9:06:10 AM
Asst. Purchasing Agent		Signed: 5/8/2024 9:07:06 AM
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

Dennis Rowland		Sent: 5/8/2024 9:07:06 AM
Dennis.Rowland@nashville.gov		Viewed: 5/9/2024 6:47:00 AM
Purchasing Agent & Chief Procurement Officer		Signed: 5/9/2024 6:47:18 AM
Security Level: Email, Account Authentication (None)	Signature Adoption: Pre-selected Style	
	Using IP Address: 170.190.198.185	

**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

<b>Envelope Summary Events</b>	<b>Status</b>	<b>Timestamps</b>
Envelope Sent	Hashed/Encrypted	5/7/2024 5:04:33 PM
Certified Delivered	Security Checked	5/9/2024 6:47:00 AM
Signing Complete	Security Checked	5/9/2024 6:47:18 AM
Completed	Security Checked	5/9/2024 6:47:18 AM

<b>Payment Events</b>	<b>Status</b>	<b>Timestamps</b>
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