



METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY

9/16/2021 | 5:03 PM CDT

Nancy Anderson
Valley Services Inc DBA Trio Community Meals
300 S Tryon Street Suite 400
Charlotte, NC 28105

Re: **RFQ # 108238, Meal Preparation and Delivery Services**

Dear Ms. Anderson:

The Metropolitan Government of Nashville and Davidson County (Metro) has completed the evaluation of submitted solicitation offer(s) to the above RFQ # 108238 for Meal Preparation and Delivery Services. This letter hereby notifies you of Metro's intent to award to Valley Services Inc DBA Trio Community Meals, contingent upon successful contract negotiations. Please provide a certificate of Insurance indicating all applicable coverages within 15 business days of the receipt of this letter.

If the Equal Business Opportunity (EBO) Program requirements were a part of this solicitation, the awardee must forward a signed copy of the "Letter of Intent to Perform as Subcontractor/Subconsultant/Supplier/Joint Venture" for any minority/women-owned business enterprises included in the response to the Business Assistance Office within two business days from this notification.

Additionally, the awardee will be required to submit evidence of participation of and contractor's payment to all Small, Minority, and Women Owned Businesses participation in any resultant contract. This evidence shall be submitted monthly and include copies of subcontracts or purchase orders, the Prime Contractor's Application for Payment, or invoices, and cancelled checks or other supporting payment documents. Should you have any questions concerning this requirement, please contact Christopher Wood, BAO Representative, at (615) 862-6710 or at christopher.wood@nashville.gov.

Depending on the file sizes, the responses to the procurement solicitation and supporting award documentation can be made available either by email, CD for pickup, or in person for inspection. If you desire to receive or review the documentation or have any questions, please contact Brad Wall by email at brad.wall@nashville.gov Monday through Friday between 8:30am and 3:30pm.

Thank you for participating in Metro's competitive procurement process.

Sincerely,

Michelle A. Hernandez Lane
Michelle A. Hernandez Lane
Purchasing Agent

Cc: Solicitation File, Other Offerors

Pursuant to M.C.L. 4.36.010 Authority to resolve protested solicitations and awards.

A. Right to Protest. 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.

Procurement Division

730 Second Avenue South, Suite 112
P.O. Box 196300
Nashville, Tennessee 37219-6300

www.Nashville.gov
Phone: 615-862-6180
Fax: 615-862-6179

RFQ #108238 - Meal Preparation and Delivery Services	
	Valley Services Inc. dba Trio Community Meals
Contract Acceptance	Offeror Accepted Contract Without Exceptions
Cost (35 Points)	35.00
Qualifications and Experience (40 Points)	40.00
Service and Delivery (25 Points)	18.00
Total (100 Points)	93.00

Valley Services Inc. dba Trio Community Meals	
<p>Strengths - The offeror provided an adequate overview of their firm. The offeror provided a detailed description of their experience providing meal preparation and delivery services. The offeror provided detailed resumes of the key individuals. The resumes demonstrated the experience of the firm to provide meal preparation and delivery services. The offeror's reference projects were adequate and of similar scope as to what Metro is seeking to procure in the resulting contract. The offeror provided adequate information pertaining to their understanding of the solicitation scope. The offeror provided detailed information identifying potential issues/challenges and their approach to minimizing disruptions associated with the solicitation scope.</p> <p>Weaknesses - The offeror lacked information on how many community meals are delivered to seniors in Davidson County. The offeror's COVID-19 best practice training lacked detail; specifically, Metro is unclear if the COVID-19 emergency preparedness practices are based on entire CDC guidelines, Davidson County Health Department guidelines, or other resources outside of Davidson County. The offeror didn't specifically address how they will ensure all congregate meal sites have food at least two (2) hours prior to the start of operation daily.</p>	

Enter Solicitation Title & Number Below		
Meal Preparation and Delivery Services; RFQ #108238		Total Cost Points
		35.00
Offeror's Name	Bids	RFP Cost Points
Valley Services Inc dba Trio Community Meals	\$12,224,166.09	35.00