



METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY

10/4/2021 | 10:26 AM CDT

Robert Faraon
American Signal Co
2755 Bankers Ind. Drive
Atlanta, GA 30360

Re: **RFQ # 121301, Message Board Trailers**

Dear Mr. Faraon:

The Metropolitan Government of Nashville and Davidson County (Metro) has completed the evaluation of submitted solicitation offer(s) to the above RFQ # 121301 for Message Board Trailers. This letter hereby notifies you of Metro's intent to award to American Signal Co, 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 Jonathan Meadows by email at jonathan.meadows@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

Enter Solicitation Title & Number Below						
Message Board Trailers; RFQ 121301	Min. SBE/SDV Participation	Incentive Percentage	Incentive Calculator	Lowest Bid	MACP	Winning Bid
	0.0%	0.00%	0.00%	\$319,716.16	\$0.00	\$319,716.16
Offeror's Name	Bids	SBE	Participation Requirement	Participation Incentive	Incentive Evaluation Amount	Status of ITB Award
American Signal Company	\$319,716.16	\$0.00	\$0	\$0.00	\$0.00	Awarded

*The BAO Assignment for this award included no SBE/SDV Cost Incentive.

From: [Lane, Michelle \(Finance - Procurement\)](#)
To: [Meadows, Jonathan \(Finance - Purchasing\)](#)
Cc: [Ray, Terri \(Finance - Procurement\)](#)
Subject: RE: Single Offer Approval RFQ 121301 Message Board Trailers
Date: Wednesday, September 29, 2021 2:04:55 PM

Award to a single offeror is approved.

Michelle A. Hernandez Lane
Chief Procurement Officer/Purchasing Agent
Department of Finance
Procurement Division
Metropolitan Nashville Davidson County
730 2nd Avenue South, Ste. 101
Nashville, TN 37201
Office- 615.862.5471

From: Meadows, Jonathan (Finance - Purchasing) <Jonathan.Meadows@nashville.gov>
Sent: Monday, September 27, 2021 2:55 PM
To: Lane, Michelle (Finance - Procurement) <Michelle.Lane@nashville.gov>
Cc: Ray, Terri (Finance - Procurement) <Terri.Ray@nashville.gov>
Subject: Single Offer Approval RFQ 121301 Message Board Trailers

Michelle,

RFQ #121301 closed with a single bidder, American Signal Co. The department considers the single offer as fair and reasonable and are in agreement to move forward in awarding to American Signal Co. This ITB was solicited to registered vendors under the commodity code 2518 0000. An adequate pool of offerors had an opportunity to submit a response to the solicitation.

No Cost Incentive was applicable or EBO goals were established for this solicitation.

Please review this single offer for approval.

Jonathan Meadows
Procurement Officer II
Department of Finance, Procurement Division
Metropolitan Nashville Davidson County
730 2nd Avenue South, Ste. 101
Nashville, TN 37210
Office- 615-862-6672

From: [Tinsley, Andrew J \(Fleet Management\)](#)
To: [Meadows, Jonathan \(Finance - Purchasing\)](#)
Subject: RE: RFQ 121301 Message Board Trailers
Date: Monday, September 13, 2021 6:38:32 AM

Yes. Please proceed with award.

From: Meadows, Jonathan (Finance - Purchasing) <Jonathan.Meadows@nashville.gov>
Sent: Friday, September 10, 2021 3:10 PM
To: Tinsley, Andrew J (Fleet Management) <Andrew.Tinsley@nashville.gov>
Subject: RE: RFQ 121301 Message Board Trailers

Andrew,

Good afternoon. RFQ 12301 closed on 08/24/2021 at 2:00 PM with 1 responsive offeror. Attached is their submitted bid form.

Are these prices fair and reasonable?

Thank you,

Jonathan Meadows
Procurement Officer II
Department of Finance, Procurement Division
Metropolitan Nashville Davidson County
730 2nd Avenue South, Ste. 101
Nashville, TN 37210
Office- 615-862-6672