



Notice of Intent to Award

Solicitation Number	280263	Award Date	1/13/2023 7:58 AM CST
Solicitation Title	Support and Implementation Services for ARCHIBUS		
Buyer Name	Scott Ferguson	Buyer Email	scott.ferguson@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	Applied Data Systems, Inc.	Company Contact	Jim Filippi
Street Address	8401 Golden Valley Road, Suite 200		
City	Golden Valley	State	MN
		Zipcode	55427

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.

ML Supervisor (Initial)

Michelle A. Hernandez Lane

Michelle A. Hernandez Lane
Purchasing Agent & Chief Procurement Officer

RFQ# 280263 - Support and Implementation Services for ARCHIBUS	
Evaluation Criteria	Applied Data Systems, Inc.
Round 1	
Solicitation Acceptance	Yes
Contract Acceptance	Yes
ISA Questionnaire Completed and Terms Accepted	Yes
Qualifications and Experience (25 Points)	20
Service and Delivery (40 Points)	33
Cost Criteria (35 Points)	35.00
Totals	88.00
Strengths & Weaknesses	
Applied Data Systems, Inc.	

Qualifications and Experience (25 Points)

Strengths: Firm's response addressed everything we requested in the RFP except for the weaknesses noted below.

Weaknesses: Firm did not provide enough details surrounding staff titles, qualifications, professional licensing and related experience.

Service and Delivery (40 Points)

Strengths: Firm's response addressed everything we requested in the RFP except for the weaknesses noted below.

Weaknesses: Firm did not provide a real world example of an assessment that have done for a client in the past. Firm's description of their technical environment and how it addressed the scope lacked details. Firm's description of how they assist clients with ARCHIBUS Reporting features lacked details.

Solicitation Title & Number			RFP Cost Points	RFP SBE/SDV Points	Total Cost Points
Support and Implementation Services for ARCHIBUS.; RFQ# 280263			35	0	35
Offeror's Name	Total Bid Amount	SBE/SDV Participation Amount	RFP Cost Points	RFP SBE/SDV Points	Total Cost Points
Applied Data Systems, Inc.	\$ 1,619,227.77		35.00	0.00	35.00

Certificate Of Completion

Envelope Id: 39C6576476E74C6CADB19527F9F39134	Status: Completed
Subject: Intent to Award - RFQ # 280263 for Support and Implementation Services for ARCHIBUS	
Source Envelope:	
Document Pages: 3	Signatures: 1
Certificate Pages: 2	Initials: 1
AutoNav: Enabled	Envelope Originator:
Envelopeld Stamping: Enabled	Scott Ferguson
Time Zone: (UTC-06:00) Central Time (US & Canada)	730 2nd Ave. South 1st Floor
	Nashville, TN 37219
	scott.ferguson@nashville.gov
	IP Address: 170.190.198.190

Record Tracking

Status: Original	Holder: Scott Ferguson	Location: DocuSign
12/16/2022 11:29:34 AM	scott.ferguson@nashville.gov	
Security Appliance Status: Connected	Pool: StateLocal	
Storage Appliance Status: Connected	Pool: Metropolitan Government of Nashville and Davidson County	Location: DocuSign

Signer Events

Signature	Timestamp
Michelle A. Hernandez Lane michelle.lane@nashville.gov Chief Procurement Officer/Purchasing Agent Metro Security Level: Email, Account Authentication (None)	Sent: 1/12/2023 7:38:46 AM Viewed: 1/13/2023 7:57:48 AM Signed: 1/13/2023 7:58:02 AM
<i>MLL</i>	
Signature Adoption: Pre-selected Style Using IP Address: 172.58.147.8 Signed using mobile	

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)	<i>Michelle A. Hernandez Lane</i>	Sent: 1/13/2023 7:58:03 AM Viewed: 1/13/2023 7:58:14 AM Signed: 1/13/2023 7:58:28 AM
Signature Adoption: Pre-selected Style Using IP Address: 172.58.147.8 Signed using mobile		

Electronic Record and Signature Disclosure:
Not Offered via DocuSign

In Person Signer Events

Editor Delivery Events

Agent Delivery Events

Intermediary Delivery Events

Certified Delivery Events

Carbon Copy Events

Witness Events

Notary Events

Envelope Summary Events

Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	1/12/2023 7:38:46 AM
Certified Delivered	Security Checked	1/13/2023 7:58:14 AM
Signing Complete	Security Checked	1/13/2023 7:58:28 AM
Completed	Security Checked	1/13/2023 7:58:28 AM

Payment Events	Status	Timestamps
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