



### Notice of Intent to Award

Solicitation Number	342249	Award Date	8/10/2023   3:36 PM CDT
Solicitation Title	Repair and Maintenance Grounds Equipment (Supplement RFQ 235244)		
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	Parman Tractor and Equipment LLC	Company Contact	Joe Williams		
Street Address	3570 Dickerson Pike				
City	Nashville	State	TN	Zipcode	37207

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.

MLL Supervisor (Initial)

Michelle A. Hernandez Lane

Michelle A. Hernandez Lane  
Purchasing Agent & Chief Procurement Officer

Enter Solicitation Title & Number Below						
Repair and Maintenance Grounds Equipment (Supplement RFQ 235244) RFQ 342249	Min. SBE/SDV Participation	Incentive Percentage	Incentive Calculator	Lowest Bid	MACP	Winning Bid
.	0.0%	0.00%	0.00%	\$1,222,666.41	\$0.00	\$1,222,666.41
Offeror's Name	Bids	SBE	Participation Requirement	Participation Incentive	Incentive Evaluation Amount	Status of ITB Award
Parman Tractor and Equipment LLC	\$1,222,666.41		\$0.00	\$0.00	\$1,222,666.41	Awarded

No EBO and SBE/SDV programming was applicable

**From:** [Lane, Michelle \(Finance - Procurement\)](#)  
**To:** [Bell, Von \(Finance\)](#)  
**Cc:** [Clay, Gary \(Finance\)](#)  
**Subject:** RE: RFQ 342249 Repair and Maintenance Grounds Equipment (Supplement RFQ 235244)  
**Date:** Thursday, August 3, 2023 1:00:14 PM

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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 2<sup>nd</sup> Avenue South, Ste. 101  
Nashville, TN 37201  
Office- 615.862.5471

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**From:** Bell, Von (Finance) <Von.Bell@nashville.gov>  
**Sent:** Thursday, May 25, 2023 7:28 AM  
**To:** Lane, Michelle (Finance - Procurement) <Michelle.Lane@nashville.gov>  
**Cc:** Clay, Gary (Finance) <Gary.Clay@nashville.gov>  
**Subject:** FW: RFQ 342249 Repair and Maintenance Grounds Equipment (Supplement RFQ 235244)

Michelle,

**RFQ 342249 Repair and Maintenance Grounds Equipment (Supplement RFQ 235244) closed with a single bidder, Parman Tractor and Equipment LLC.**

Please note, the department, considers the offer fair and reasonable and agrees to proceed. An adequate number of suppliers had an opportunity to submit responses to the solicitation as all suppliers registered under category codes 78180000, 21100000, and 25190000 that were sent the **ITB**.

Please note, no **EBO goals or MBE/WBE were established for this solicitation.**

Do you approve the single offer?

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**From:** Adkisson, Brian (Fleet Management) <[Brian.Adkisson@nashville.gov](mailto:Brian.Adkisson@nashville.gov)>

**Sent:** Thursday, May 25, 2023 7:06 AM

**To:** Bell, Von (Finance) <[Von.Bell@nashville.gov](mailto:Von.Bell@nashville.gov)>; Gannon, Randy (Fleet Management) <[Randy.Gannon2@nashville.gov](mailto:Randy.Gannon2@nashville.gov)>

**Subject:** RE: RFQ 342249 Repair and Maintenance Grounds Equipment (Supplement RFQ 235244)

Good morning Von,

This appears to be fair and reasonable.

Thank you

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**From:** Bell, Von (Finance) <[Von.Bell@nashville.gov](mailto:Von.Bell@nashville.gov)>

**Sent:** Wednesday, May 24, 2023 3:06 PM

**To:** Adkisson, Brian (Fleet Management) <[Brian.Adkisson@nashville.gov](mailto:Brian.Adkisson@nashville.gov)>; Gannon, Randy (Fleet Management) <[Randy.Gannon2@nashville.gov](mailto:Randy.Gannon2@nashville.gov)>

**Subject:** FW: RFQ 342249 Repair and Maintenance Grounds Equipment (Supplement RFQ 235244)

Brian/Randy,

RFQ 342249 Repair and Maintenance Grounds Equipment (Supplement RFQ 235244) closed today with a one bid submitted for the brand: New Holland.

Please note this bid is only one of five brands that were include in the solicitation.

Please review the attached bid form and let me know if the department considers it fair and reasonable to move forward with the procurement process.

Thanks,

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**From:** Adkisson, Brian (Fleet Management) <[Brian.Adkisson@nashville.gov](mailto:Brian.Adkisson@nashville.gov)>

**Sent:** Thursday, April 13, 2023 7:08 AM

**To:** Bell, Von (Finance) <[Von.Bell@nashville.gov](mailto:Von.Bell@nashville.gov)>; Tinsley, Andrew J (Fleet Management) <[Andrew.Tinsley@nashville.gov](mailto:Andrew.Tinsley@nashville.gov)>

**Subject:** RE: RFQ 342249 Repair and Maintenance Grounds Equipment (Supplement RFQ 235244)

Good morning Von,

I am good if we extend it. I'm assuming you are asking about extending due to lack of participation?

Thank you

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**From:** Bell, Von (Finance) <[Von.Bell@nashville.gov](mailto:Von.Bell@nashville.gov)>

**Sent:** Wednesday, April 12, 2023 2:04 PM

**To:** Tinsley, Andrew J (Fleet Management) <[Andrew.Tinsley@nashville.gov](mailto:Andrew.Tinsley@nashville.gov)>; Adkisson, Brian (Fleet

Management) <[Brian.Adkisson@nashville.gov](mailto:Brian.Adkisson@nashville.gov)>

**Subject:** RFQ 342249 Repair and Maintenance Grounds Equipment (Supplement RFQ 235244)

**Importance:** High

Andrew/Brian,

Wanted to reach out about RFQ 342249 Repair and Maintenance Grounds Equipment (Supplement RFQ 235244) solicitation that is scheduled to close on tomorrow April 13, 2023, 2:00 PM. This is the solicitation that includes the remaining grounds equipment brands listed below:

1. **Ariens**
2. **Club Car**
3. **Cushman**
4. **John Deere**
5. **New Holland**

This solicitation was published as a supplement to the previous contract for grounds equipment that was recently completed. Would you like me to extend the date, please advise so that I can submit asap. Sorry for the last minute email.

Thanks,

*Von L. Bell*

Procurement Officer II (Buyer)

Department of Finance

Procurement Division

Metropolitan Government, Nashville Davidson County

730 2<sup>nd</sup> Avenue South, St 101

Nashville, TN 37201

Office-615-862-6463



*Do what you are supposed to do when you are supposed to do it; because when you don't, it impacts others!!!*

**Certificate Of Completion**

Envelope Id: 60219481CB944810BAF03583B31F7F29	Status: Completed
Subject: Intent to Award - RFQ # 342249 for Repair and Maintenance Grounds Equipment (Supplement RFQ 235244)	
Source Envelope:	
Document Pages: 5	Signatures: 1
Certificate Pages: 2	Initials: 1
AutoNav: Enabled	Envelope Originator:
Envelope 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: 170.190.198.190

**Record Tracking**

Status: Original	Holder: Von Bell	Location: DocuSign
8/10/2023 8:29:42 AM	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: 8/10/2023 8:33:58 AM
Gary.Clay@nashville.gov		Viewed: 8/10/2023 10:36:52 AM
Asst. Purchasing Agent		Signed: 8/10/2023 10:37:52 AM
Security Level: Email, Account Authentication (None)	Signature Adoption: Uploaded Signature Image	
	Using IP Address: 170.190.198.190	

**Electronic Record and Signature Disclosure:**

Not Offered via DocuSign

Michelle A. Hernandez Lane		Sent: 8/10/2023 10:37:53 AM
michelle.lane@nashville.gov		Viewed: 8/10/2023 3:35:42 PM
Chief Procurement Officer/Purchasing Agent		Signed: 8/10/2023 3:36:15 PM
Metro	Signature Adoption: Pre-selected Style	
Security Level: Email, Account Authentication (None)	Using IP Address: 172.58.146.144	
	Signed using mobile	

**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	8/10/2023 8:33:58 AM
Certified Delivered	Security Checked	8/10/2023 3:35:42 PM
Signing Complete	Security Checked	8/10/2023 3:36:15 PM
Completed	Security Checked	8/10/2023 3:36:15 PM

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