



**Notice of Intent to Award**

Solicitation Number	350255	Award Date	9/15/2023   12:33 PM CDT
Solicitation Title	Water System Audit for Water Services		
Buyer Name	Daniel Drumwright	Buyer Email	Daniel.Drumwright2@nashville.gov
BAO Rep	Angie Martin	BAO Email	Angie.Martin@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	E Source Companies LLC	Company Contact	Isabel Szendrey		
Street Address	11410 Donelson Pike Suite A1				
City	Nashville	State	TN	Zipcode	37217

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.

     Supervisor (Initial)

Michelle A. Hernandez Lane  
 Michelle A. Hernandez Lane  
 Purchasing Agent & Chief Procurement Officer

**RFQ 350255 Water System Audit for Water Services  
Evaluation Team/Review Board Score Sheet**

Offeror	E Source Companies LLC
Contract Acceptance	Yes
Qualifications and Experience (35 Points)	33.00
Project Approach and Process (30 Points)	26.00
Cost (35 Points)	35.00
<b>Total Evaluation Scores</b>	<b>94.00</b>

**Evaluation Comments**

**E Source Companies LLC**

**Strengths**

Described in detail how the requirements and provisions of the scope of this project will be implemented. Provided detailed information related to the equipment necessary for completing the project. Demonstrated in detail the efficient use of personnel, material resources, and equipment necessary for completing the project within the constraints of the scope. Firm and subcontractors have ample years of experience performing the referenced scope of services. Provided detailed information related to team's knowledge and experience in the provision of services related to the project. Demonstrated in detail capacity to perform work and produce the required outcomes. Provided a detailed Work Chart, identifying the project team's organizational structure. Defined the responsibilities and location of team members for duration of the project. Detailed the prime's proposed team, roles, and responsibilities in relation to the scope of work for this project. Provided resumes of key individuals that will perform work on the project. All referenced projects of a similar size, scope, and complexity of Metro.

**Weaknesses**

Lack of information related to the technology necessary for completing the project. Vague information related to firm's system of quality control to ensure audit services conform to generally accepted auditing standards. Lack of information provided for the role of subcontractors in the Organizational Structure and Work Chart.

Solicitation Title & Number			RFP Cost Points	RFP SBE/SDV Points	Total Cost Points
RFQ 350255 Water System Audit for Water Services			28	7	35

  

Offeror's Name	Total Bid Amount	SBE/SDV Participation Amount	RFP Cost Points	RFP SBE/SDV Points	Total Cost Points
E Source Companies LLC	\$796,370.37	\$85,000.00	28.00	7.00	35.00



## Statement of M/WBE Utilization

Proposer's/Firm's Name: <b>E Source</b>	Proposer's Phone #: 303-345-9041
Solicitation Title: Water System Audit for Water Services	Proposer's Email Address: isabel_szendrey@esource.com
Solicitation #: 350255	Amount Self-performed : 711,370
Proposer's/Firm's Ownership: <b>Non-M/WBE</b>	Total Bid Amount: 796,370
<b>Proposed EBO Goal (%)</b> : 1 <u>    </u> MBE%    8 <u>    </u> WBE%	EBO Goal Met? (Y/N) <b>NO</b>

The following MWBE\* subcontractor(s)/supplier(s) will be utilized for the performance of this project:

				Certificate						
MBE/WBE Firm Name		MBE/WBE Firm Address		Type	* MBE/WBE	Code #	Description of Work		MBE/WBE	Percent
				(MBE or WBE)	Group Type *	UNSPS/NAICS			Dollars (\$)	of Total Contract
1	Wilmot Inc	3811 Central Ave Nashville, TN 37205		WBE	5	77101700	Triple Bottom Line Analysis		65,000	8.2%
2				Select	Select					
3				Select	Select					
4				Select	Select					
5				Select	Select					
6				Select	Select					
7				Select	Select					

*I am the duly authorized representative and certify the facts and representations contained in this form and supporting documents are true and correct.*

Authorized Representative (Printed Name/Title/Signature) <b>Isabel Szendrey / Director</b>	Date <b>09/05/2023</b>
<i>Isabel Szendrey</i>	

\*Note: MWBE is defined as business enterprise maintaining a significant business presence in the Program Area & performing a commercial useful function that is owned by one or more of the following: (1) African Americans (2) Native Americans, (3) Hispanic Americans, (4) Asian Americans, and (5) Women.

<b>For Internal Office Use ONLY</b>	
Has Prime Complied with EBO Goal? <b>NO</b>	If No, Good Faith Efforts Met? <b>YES</b>

**BAO Representative:** Angie Martin      **Metro Buyer:** Daniel Drumwright      **Project Manager:** Cyrus Toosi      **Date:** 09/06/23

<b>Total MBE Subcontracting</b>	0 _____ %	\$ 0 _____	
<b>Total WBE Subcontracting</b>	8.2 _____ %	\$ 65000 _____	
<b>Total MBE/WBE Participation:</b>	8.2 _____ %	\$ 65000 _____	

**BAO Notes:**

## BAO Small Business Assessment Sheet

BAO Specialist: Angie Martin
Contract Specialist: Daniel Drumwright
Date: 9/6/23

Department Name: MWS
RFP/ITB Number: 350255

Project Name: Water System Audit for Water Services					
Primary Contractor*	Prime Bid Amount	Total Proposed SBE/SDV (\$)	Acknowledged SBE/SDV Requirement	SBE/SDV Requirement (%)	Comments
E SOURCE COMPANIES, LLC	\$ 796,370	\$ 85,000	YES	2%	The prime <b>IS NOT</b> a metro Approved SBE. Acknowledged 2% SBE/SDV requirement over life of the project and consequences of misrepresentation.

f

METROPOLITAN GOVERNMENT OF NASHVILLE - DAVIDSON COUNTY

M/WBE SUBCONTRACTORS GOOD FAITH EFFORTS

SUMMARY SHEET

**THIS DOCUMENT MUST BE ACCURATELY COMPLETED, SIGNED AND SUBMITTED WITH THE BID OR PROPOSAL**  
**(Due with Bid Submission if Applicable)**

<b>Project Name:</b> Water System Audit for Water Services		<b>Project Number:</b> 350255	
<b>Company Name:</b> E Source		<b>Date Submitted:</b> 07/19/2023	<b>Total Contract Value:</b> 796,370
<b>Address:</b> 3020 Carbon Street Suite 300 Boulder, CO 80301		<b>Federal Tax ID#</b> 20-4402870	
<b>Contact Person:</b> Isabel Szendrey	<b>Email:</b> isabel_szendrey@esource.com	<b>Phone #:</b> 303-345-9041	

**GOOD FAITH EFFORTS SUMMARY SHEET**

Number	Bidder Action(s)	BAO Only
1.	<p><b>Solicitation and written notice to available and certified MWBEs:</b>                      Soliciting specific individual MWBEs whose availability as potential sources of goods or services can be reasonably ascertained. This measure includes sending letters or making other personal contacts with specific certified MWBEs including those that the Bidder has contracted with in the past as well as other MWBEs with which the Bidder may be unfamiliar, but whose identities can be ascertained from a directory of certified MWBEs maintained by the BAO.</p> <p>The written notices contain:</p> <ul style="list-style-type: none"> <li>I. Enough information about the plans, specs, and terms &amp; conditions of the solicitation;</li> <li>II. A contact person knowledgeable of the project documents available to answer questions about the condition of the contract;</li> <li>III. Information regarding the Bidder's bonding requirements;</li> <li>IV. The deadline for submission of price quotations.</li> </ul>	Pass

**For each MBE/WBE firm contacted, list the name(s) and all information requested below related to the above project. If additional space is required, this form may be duplicated.**

Company Name/Address/Contact Person/Phone/Email	Type of Business	Type of Work/Service(s) Solicited	How Business was contacted (i.e. email, phone, letter, etc.?)	Response to Solicitation (i.e. will submit bid, no response, not interested)	Bid/Quote Amount	Company Selected (Write Yes or NO)
Wilmot, Inc / 3811 Central Ave, Nashville, TN 37205 David Adams / 615-385-1220 / Dadams@wilmotinc.com	WBE	TBL Analysis	Phone & Email	Submitted Bid	65,000	YES
Design Consultants Inc / 2207 Crestmoor Road, Suite 101 Nashville, TN 37215 / Kenneth Ellzy / 615-400-8410 / kellyz@designconsultinc.com	MBE	Data Analysis	Phone & Email	Not Intrested		NO

Additional MWBE that were contacted included in separate sheet

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## M/WBE SUBCONTRACTORS GOOD FAITH EFFORTS

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<b>GOOD FAITH EFFORTS SUMMARY SHEET CHECKLIST</b>			
<b>Number</b>	<b>Bidder Action(s)</b>	<b>BAO Only</b>	
2.	<b>Meetings:</b> Attended or held informational meetings to update potential subcontractors or vendors of subcontracting or supply opportunities.	Pass	

**List all information requested below related to the above project. If additional space is required, this form may be duplicated.**

Company Name/Address/Contact Person/Phone Number/Email	Description of Meeting Notices for M/W/SDVEs	Date M/W/SDVE Attended, if applicable
Wilmot, Inc / 3811 Central Ave, Nashville, TN 37205 / David Adams / 615-385-1220 / Dadams@wilmotinc.com	Meeting/call coordinated through email	06/28/2023
Design Consultants Inc / 2207 Crestmoor Road, Suite 101 Nashville, TN 37215 / Kenneth Ellzy / 615-400-8410 / kellzy@designconsultinginc.com	Meeting/call coordinated through email	06/29/2023

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3.	<b>Unbundling.</b> Divided the contract, in accordance with normal industry practice, into small, economically feasible segments that could be performed by MWBEs. Under no circumstances, however, shall a bidder segment work solely for the purpose of utilizing MWBEs as subcontractors where such segmentation is not in accordance with common and accepted industry practices relating to the utilization of other firms as subcontractors.	Pass

**What Scope of Project Was Divided?**

1. Triple Bottom Line Analysis for ELL Analysis	2.
3. Data Analysis for Task 1	4.
5. Field work for Task 9	6.



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Number	Bidder Action(s)	BAO Only
4.	<b>Rejection:</b> Provided a written explanation for rejection of any potential subcontractor or vendor to the Bidder, including the name of the firm awarded the subcontract or supply agreement.	N/A

**For each MBE/WBE firm contacted, list the name(s) and all information requested below related to the above project. If additional space is required, this form may be duplicated.**

M/WBE Firm Name/Address/Contact Person/Phone Number/Email	Description of Proposed Work	Reason for Rejection
		Received bid was accepted. No bids were rejected.

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<b>Contact Person:</b> ISABEL SZENDREY		<b>Email:</b>	<b>Phone #:</b> 303-345-9041

**GOOD FAITH EFFORTS SUMMARY SHEET CHECKLIST**

Number	Bidder Action(s)	BAO Only
5.	<b>Non-discrimination:</b> Providing a non-discriminatory work site. Maintaining a work environment free of harassment, intimidation and coercion at all construction sites, offices and other facilities at which the Bidder's employees are assigned to work. The Bidder shall specifically ensure that all labor supervisors, superintendents, and other on-site supervisory personnel are aware of and carry out the Bidder's obligation to maintain a non-discriminatory work environment.	Pass

**For each training, list the type of training and date.**

Type of Training	Date of Training
An Introduction to DEI in the workplace	01/31/2023
Introduction to Cultural Competence	02/28/2023
Enhancing Cultural Competence	03/31/2023
Disrupting Our Unconscious Bias	04/30/2023

Additional Trainings:  
 Types of Unconscious Bias in the Workplace - 5/31/2023  
 Establishing Trust with Diverse Teams - 6/30/2023  
 Allyship - 7/31/2023

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Number	Bidder Action(s)	BAO Only
6.	<b>Community and Other Organizational Services Support:</b> Advertising in trade publications of general circulation in the Program Area. The advertisement shall identify and describe the specific subcontracting or other opportunity in reasonable detail.	Pass

**For each MBE/WBE firm contacted, list the name(s) and all information requested below related to the above project. If additional space is required, this form may be duplicated.**

Publication Name	Date of Publication	Please provide copy.
Nashville Black Chamber of Commerce	6/28/23	Advertisement email to their members.
Nashville Hispanic Chamber of Commerce	6/28/23	Advertisement email to their members.
Tristate Minority Supplier Development Council	6/28/23	Advertisement email to their members.

METROPOLITIAN GOVERNMENT OF NASHVILLE - DAVIDSON COUNTY

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Number	Bidder Action(s)	BAO Only
7.	<b>Assistance: Bonding/Lines of Credit/Insurance:</b> Providing reasonable assistance to a MWBE in need of equipment, supplies, bonding, letters of credit and/or insurance.	N/A

**For each MBE/WBE firm contacted, list the name(s) and all information requested below related to the above project. If additional space is required, this form may be duplicated.**

Company Name/Address/Contact Person/Phone Number/Email	Type of Assistance
No company requested assistance	

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8.	<b>Database Utilization</b> Accessed all reasonable and available means to include, but not limited to the following examples: <a href="https://www.nashville.gov/Finance/Procurement/Business-Assistance-Office/SMWBE-Lists-and-Forms.aspx">https://www.nashville.gov/Finance/Procurement/Business-Assistance-Office/SMWBE-Lists-and-Forms.aspx</a> or <a href="https://nashville.diversitycompliance.com/">https://nashville.diversitycompliance.com/</a>	Pass

**For each MBE/WBE firm contacted, list the name(s) and all information requested below related to the above project. If additional space is required, this form may be duplicated.**

Database Accessed	Date of Access	Results
<a href="https://nashville.diversitycompliance.com/Default.asp?CertifiedDirectory">https://nashville.diversitycompliance.com/Default.asp?CertifiedDirectory</a> As of 6/13/2023 2:48:14 PM Results filtered by search parameters	09/06/23	About 18 MBEs and 27 WBEs in results most of which did not offer services relevant to scope.

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9.	<b>Mentor Protégé' Relationship/Technical Assistance:</b> Providing reasonable technical assistance to a MWBEs to ameliorate any deficiencies of technical knowledge or advance skill, where such assistance is undertaken by the Bidder to facilitate the MWBE's successful participation on a project or contract.	N/A

**For each MBE/WBE firm assisted, list the name(s) and all information requested below related to the above project. If additional space is required, this form may be duplicated.**

Company Name	Type of Assistance	If Mentor Protégé' Agreement Reached, Please Provide Copy.
	No assistance was requested	

It is hereby certified that the above firms were contacted and offered an opportunity to respond on the above project. We further certify that the above statements are a true account of all firms' responses to our solicitation. Copies of all bids and/or quotes will be made available upon request.

Signature: Isabel Szendrey Print Name: Isabel Szendrey Title: Director