



## METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY

January 18, 2018

Ty Mathews  
Mid State Sports Leagues  
109 Broadway  
Nashville, TN 37138

Re: **RFQ # 1024663, Operation of Sports Facilities**

Dear Mr. Mathews:

The Metropolitan Government of Nashville and Davidson County (Metro) has completed the evaluation of submitted solicitation offer(s) to the above RFQ # 1024663 for Operation of Sports Facilities. This letter hereby notifies you of Metro's intent to award to Mid State Sports Leagues (Cedar Hill Location), contingent upon successful contract negotiations.

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 Sandra Walker by email at [sandra.walker@nashville.gov](mailto:sandra.walker@nashville.gov) Monday through Friday between 8:30am and 3:30pm.

If the Procurement Nondiscrimination 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. Should you have any questions concerning this requirement, please contact Tina Burt, BAO Representative, at (615) 880-2783 or at [tina.burt@nashville.gov](mailto:tina.burt@nashville.gov).

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

Sincerely,

A handwritten signature in blue ink that reads "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.

**RFQ # 1024663-Operation of Sports Facilities (Cedar Hill)**

	<b>Mid State Sports Leagues</b>
<b>Offeror</b>	
<b>Cost Criteria (40 Points)</b>	40.00
<b>Experience and Qualifications (30 Points)</b>	28.00
<b>Project Approach and Process (30 Points)</b>	30.00
<b>Total Evaluation Scores (100 Points)</b>	<b>98.00</b>

**Evaluation Comments**

**Mid State Sports Leagues**

**Strengths - Firm has over seven years of experience in sports management and facility maintenance; Experience on similar projects; Clearly defined team organizational structure and responsibilities; Detailed organizational chart; Detailed resumes on key individuals; Detailed experience on projects of similar size and scope; Outstanding implementation plan; Good business plan; Metro assistance is not required for coordinating sporting events.**

**Weaknesses - Firms history and background lacked detail; Failed to provide owner contact information.**

Solicitation Title & Number		RFP Max Cost Points Available for Cost Component
Operation of Sports Facilities, RFQ #1024663 Facility: Cedar Hill Cost Component: Annual Dollar Commitment for Improvements to the Facility		<b>25</b>
Offeror's Name	Total Bid Amount	RFP Cost Points
Mid State Sports Leagues	\$219,200.00	<b>25.00</b>
Note:		

Solicitation Title & Number		RFP Max Cost Points Available for Cost Component
Operation of Sports Facilities, RFQ #1024663 Facility: Cedar Hill Cost Component: Dollar Amount City Receives Annually		<b>10</b>
Offeror's Name	Total Bid Amount	RFP Cost Points
Mid State Sports Leagues	\$40,000.00	<b>10.00</b>
Note:		

Solicitation Title & Number		RFP Max Cost Points Available for Cost Component
Operation of Sports Facilities, RFQ #1024663 Facility: Cedar Hill Cost Component: Amount Contributed to Metro Parks from Sponsorship		<b>5</b>
Offeror's Name	Total Bid Amount	RFP Cost Points
Mid State Sports Leagues	\$1,000.00	<b>5.00</b>
Note:		

Solicitation Title & Number	RFP Total Cost Points Available
Operation of Sports Facilities, RFQ #1024663 Facility: Cedar Hill <b>TOTAL COST SCORES</b>	<b>40</b>
Offeror's Name	RFP Cost Points
Mid State Sports Leagues	<b>40.00</b>
Note:	

**PNP Compliance Results Form**

**Department Name: Parks**

**RFP/ITB Number: 1024663**

**Operation of Sports Facilities (Cedar Hill)**

<b>Primary Contractor</b>	<b>PNP Compliant (Yes/No)</b>	
<b>Mid State Sports Leagues</b>	<b>Yes</b>	<b>Proposer is compliant with the Procurement Nondiscrimination Program requirements having reached out to three certified MWBE firms: EMI Supply Inc. (MBE) - Accepted-2%, Senegy, LLC (MBE) - Declined, and Vanderbilt Landscaping (WBE) - Declined.</b>

**\*Denotes Contractor with whom follow up was required**

**Date: 01/03/2018**

**Metro Buyer: Sandra Walker**

**BAO Rep: Tina R. Burt**

BAO SBE Assessment Sheet

BAO Specialist: Tina R. Burt  
 Contract Specialist: Sandra Walker  
 Date: 01/03/2018

Department Name: Parks  
 RFP/ITB Number: 1024663

Project Name: Operation of Sports Facilities (Cedar Hill)

Primary Contractor*	Prime Bid Amount	Total Offered SBE (\$)	SBEs approved?	Total Approved SBE (\$)	SBE (%)	Comments
Mid State Sports Leagues	\$260,200	\$40,000	Yes	\$40,000	15.4%	SBE/SDV Plan: Mid State Sports Leagues is an approved SBE firm and acknowledged the 15% SBE/SDV participation expectation over the life of the project as required by the solicitation.

\*For ITBs, only apparent low bidder will be listed.