



METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY

October 30, 2017

Eddie Anderson
Stringfellow, Inc.
2710 Locust Street
Nashville, TN 37207

Re: **RFQ # 1024672, Modification of Two (2) Existing Cart Repair Trucks**

Dear Mr. Anderson:

The Metropolitan Government of Nashville and Davidson County (Metro) has completed the evaluation of submitted solicitation offer(s) to the above RFQ # 1024672 for Modification of Two (2) Existing Cart Repair Trucks. This letter hereby notifies you of Metro's intent to award to Stringfellow, Inc, 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 Brad Wall by email at brad.wall@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 Jerval Watson, BAO Representative, at (615) 862-5461 or at jerval.watson@nashville.gov.

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

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.

Enter Solicitation Title & Number Below

RFQ # 1024672 Modification of Two
(2) Existing Cart Repair Trucks

| Min. SBE/SDV Participation | Incentive Percentage | Incentive Calculator | Lowest Bid | MACP | Winning Bid | |
|----------------------------|----------------------|----------------------|-----------------------------------|-------------------------|-----------------------------|---------------------|
| 0.0% | 10.00% | 90.00% | \$8,835 | \$9,719 | \$8,835 | |
| Offeror's Name | Bids | SBE | Participation Incentive Threshold | Participation Incentive | Incentive Evaluation Amount | Status of ITB Award |
| Stringfellow, Inc. | \$8,835 | \$8,835 | \$0 | \$7,952 | \$884 | Awarded |

BAO SBE Assessment Sheet

| |
|--------------------------------|
| BAO Specialist: Jerval Watson |
| Contract Specialist: Brad Wall |
| BAO Specialist: Jerval Watson |

| |
|-------------------------|
| Department Name: Fleet |
| RFP/ITB Number: 1024672 |

Project Name: Modification of Two (2) Existing Cart Repair Trucks

| Primary Contractor* | Prime Bid Amount | Total Offered SBE (\$) | SBEs approved? | Total Approved SBE (\$) | SBE (%) | Comments |
|---------------------|------------------|------------------------|----------------|-------------------------|---------|--|
| Stringfellow, Inc. | \$8,835.00 | \$8,835.00 | YES | \$ 8,835.00 | 100.00% | The primary contractor is confirmed as Metro approved SBE |
| | | | | | | |
| | | | | | | |

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

From: [Lane, Michelle \(Finance - Procurement\)](#)
To: [Wall, Brad \(Finance - Procurement\)](#)
Cc: [Pittman, Genario \(Finance - Procurement\)](#)
Subject: RE: Sole Bidder Approval for RFQ # 1024672 (Modification of Two (2) Existing Cart Repair Trucks)
Date: Monday, October 30, 2017 2:37:37 PM

Brad, thanks for this information. Pursuant to the provisions of Procurement Regulation 4.12.011.03, the 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: Wall, Brad (Finance - Procurement)
Sent: Monday, October 30, 2017 7:13 AM
To: Lane, Michelle (Finance - Procurement)
Cc: Pittman, Genario (Finance - Procurement)
Subject: Sole Bidder Approval for RFQ # 1024672 (Modification of Two (2) Existing Cart Repair Trucks)

Michelle,

RFQ # 1024672 (Modification of Two (2) Existing Cart Repair Trucks) closed with a single bidder, **Stringfellow, Inc.** The department considers the single offer as fair and reasonable and are in agreement to move forward in awarding **Stringfellow, Inc.** This ITB was solicited to registered vendors under the commodity code 25100000 (Motor Vehicles.) An adequate pool of offerors had an opportunity to submit a response to the solicitation. . If you approve of this single offer, then I will save your response with the solicitation documents and move forward.

Thanks,

Brad Wall
Procurement Officer III
Department of Finance
Procurement Division
Metropolitan Nashville Davidson County
730 2nd Avenue South, Ste. 101
Nashville, TN 37210
(615) 862-4273 (Office)