



## METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY

March 29, 2018

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

Re: **RFQ # 1029662, Parts & Repair for Service Truck Cranes and Utility Bucket 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 # **1029662** for **Parts & Repair for Service Truck Cranes and Utility Bucket 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 Christina Alexander by email at [Christina.alexander@nashville.gov](mailto:Christina.alexander@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.

Enter Solicitation Title & Number Below

Repair and Parts for Service Truck  
Cranes & Utility Bucket Trucks; RFQ  
#1029662

	Min. SBE/SDV Participation	Incentive Percentage	Incentive Calculator	Lowest Bid	MACP	Winning Bid
	0.0%	8.00%	92.00%	\$44,000	\$47,520	\$44,000
Offeror's Name	Bids	SBE	Participation Requirement	Participation Incentive	Incentive Evaluation Amount	Status of ITB Award
Stringfellow Inc.	\$ 44,000.00	\$44,000.00	\$0	\$40,480	\$3,520	Awarded

BAO SBE Assessment Sheet

BAO Specialist: Tina R. Burt  
 Contract Specialist: Christina Alexander  
 Date: 03/09/2018

Department Name: General Services  
 RFP/ITB Number: 1029662

Project Name: Repair and Parts for Service Truck Cranes & Utility Bucket Trucks

Primary Contractor*	Prime Bid Amount	Total Offered SBE (\$)	SBEs approved?	Total Approved SBE (\$)	SBE (%)	Comments
Stringfellow, Inc.	\$44,000	\$44,000	Yes	\$44,000	100%	SBE/SDV Plan: Stringfellow, Inc. is an approved SBE firm. Prime acknowledged the SBE/SDV participation expectations in the solicitation and proposed to self perform 100% of the work.

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

**From:** [Lane, Michelle \(Finance - Procurement\)](#)  
**To:** [Gleason, Bryan C. \(Finance - Contract Compliance\)](#)  
**Cc:** [Burt, Tina \(Finance\)](#); [Alexander, Christina \(Finance - Purchasing\)](#); [Pittman, Genario \(Finance - Procurement\)](#)  
**Subject:** RE: RFQ# 1029662 Repair and Parts for Service Truck Cranes and Utility Bucket Trucks - Non-Responsive Recommendation  
**Date:** Tuesday, March 6, 2018 9:29:37 PM  
**Attachments:** [image001.png](#)  
**Importance:** High

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If this recommendation is that there is not sufficient availability and therefore PNP should be removed, the recommendation is received. Offerors are not required to comply with this provision as it is not applicable per the Procurement Code 4.46.070.B.

Christina, move forward with any necessary next steps.

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:** Gleason, Bryan C. (Finance - Contract Compliance)  
**Sent:** Tuesday, March 06, 2018 11:44 AM  
**To:** Lane, Michelle (Finance - Procurement)  
**Cc:** Burt, Tina (Finance); Alexander, Christina (Finance - Purchasing)  
**Subject:** RE: RFQ# 1029662 Repair and Parts for Service Truck Cranes and Utility Bucket Trucks - Non-Responsive Recommendation

Based on additional information regarding the specialized certification need to do the work, I am requesting that PNP be removed from the solicitation. As a result, I am requesting that the recommendation for non-responsiveness be retracted.

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**From:** Burt, Tina (Finance)  
**Sent:** Wednesday, January 31, 2018 11:20 AM  
**To:** Gleason, Bryan C. (Finance - Contract Compliance)  
**Subject:** RFQ# 1029662 Repair and Parts for Service Truck Cranes and Utility Bucket Trucks - Non-Responsive Recommendation  
**Importance:** High

Good Morning Bryan,

I am recommending Stringfellow, Inc. is deemed non-responsive to the above-referenced solicitation for non-compliance with the PNP requirements relative to **written** notice being delivered to three MWBEs. Stringfellow, Inc. did not provide

written documentation to support that GFE outreach was completed prior to the close of the solicitation. The solicitation closed 01/25/2018 at 09:25 am and the firm later produced three emails (please see attachment), all dated 01/29/2018, as documentation of their outreach. The written documentation completed after the closed of the solicitation was to the following:

Civic Engineering, WBE, email documentation dated 01/29/18  
Trojan Labor, WBE, email documentation dated 01/29/18  
T G Incorporated, MBE, no email documentation provided  
Modern Wrecking, MBE, email documentation dated 01/29/18

Please let me know if you need additional information.



Tina R. Burt

Procurement Officer - Department of Finance  
Office of Minority and Women Business Assistance (BAO)  
Metropolitan Nashville Davidson County Government  
730 2nd Avenue South, 1st Floor; PO Box 196300  
Nashville, TN 37219-6300  
(p) 615-880-2783 (f) 615-862-6175

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**From:** Alexander, Christina (Finance - Purchasing)  
**Sent:** Thursday, January 25, 2018 12:34 PM  
**To:** Burt, Tina (Finance)  
**Cc:** Pittman, Genario (Finance - Procurement)  
**Subject:** RFQ 1029662 Repair and Parts for Service Truck Cranes and Utility Bucket Trucks

Tina,

RFQ 1029662 Repair and Parts for Service Truck Cranes and Utility Bucket Trucks closed today, January 25, 2018, will you provide a BAO Compliance Determination.

See attached Bid Tab as a reference.

*Christina Alexander*

Procurement Officer  
Department of Finance  
Procurement Division  
Metropolitan Nashville Davidson County  
730 2nd Avenue South Ste. 101  
Nashville, TN 37210

**From:** Alexander, Christina (Finance - Purchasing)  
**Sent:** Thursday, January 25, 2018 12:32 PM  
**To:** Lansky, Jay (Fleet Management)  
**Cc:** Pittman, Genario (Finance - Procurement)  
**Subject:** RE: RFQ 1029662 Repair and Parts for Service Truck Cranes and Utility Bucket Trucks

Jay,

Ok thanks, I will proceed with the award process.

*Christina Alexander*

Procurement Officer  
Department of Finance  
Procurement Division  
Metropolitan Nashville Davidson County

730 2<sup>nd</sup> Avenue South, Ste. 101  
Nashville, TN 37210  
Office- 615.862.6637

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**From:** Lansky, Jay (Fleet Management)  
**Sent:** Thursday, January 25, 2018 12:29 PM

**To:** Alexander, Christina (Finance - Purchasing)  
**Subject:** RE: RFQ 1029662 Repair and Parts for Service Truck Cranes and Utility Bucket Trucks

Yes

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**From:** Alexander, Christina (Finance - Purchasing)  
**Sent:** Thursday, January 25, 2018 11:33 AM  
**To:** Lansky, Jay (Fleet Management)  
**Cc:** Pittman, Genario (Finance - Procurement)  
**Subject:** RFQ 1029662 Repair and Parts for Service Truck Cranes and Utility Bucket Trucks

Jay,

RFQ 1029662 Repair and Parts for Service Truck Cranes and Utility Bucket Trucks closed with a single offer. Do you accept the single offer for RFQ #1029662?

*Christina Alexander*

Procurement Officer  
Department of Finance  
Procurement Division  
Metropolitan Nashville Davidson County  
730 2<sup>nd</sup> Avenue South, Ste. 101  
Nashville, TN 37210  
Office- 615.862.6637