



## METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY

July 24, 2018

Mark Weiby  
Kirk's Automotive, Inc.  
9330 Roselawn  
Detroit, MI 48204

Re: **RFQ # 1037664, R-134A Refrigerant Recovery, Recycling & Recharging Machine**

Dear Mr. Weiby:

The Metropolitan Government of Nashville and Davidson County (Metro) has completed the evaluation of submitted solicitation offer(s) to the above RFQ # 1037664 for R-134A Refrigerant Recovery, Recycling & Recharging Machine. This letter hereby notifies you of Metro's intent to award to Kirk's Automotive, Inc., contingent upon successful contract negotiations. Please provide a certificate of insurance indicating all applicable coverages within 15 business days of the date of this letter.

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 Vada Brown by email at [vada.brown@nashville.gov](mailto:vada.brown@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](mailto:jerval.watson@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# 1037664 R-134A Refrigerant Recovery, Recycling & Recharging Machine	Min. SBE/SDV Participation	Incentive Percentage	Incentive Calculator	Lowest Bid	MACP	Winning Bid
	0.0%	10.00%	90.00%	\$14,700.00	\$16,170.00	\$14,700.00
Offeror's Name	Bids	SBE	Participation Incentive Threshold	Participation Incentive	Incentive Evaluation Amount	Status of ITB Award
Kirk's Automotive, Inc.	\$14,700.00	\$0.00	\$0	\$0	\$14,700.00	Awarded

## **Brown, Vada (Finance - Purchasing)**

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**From:** Watson, Jerval (Finance - Contract Compliance)  
**Sent:** Tuesday, July 17, 2018 8:50 AM  
**To:** Brown, Vada (Finance - Purchasing)  
**Subject:** RE: No SBE Confirmation RFQ# 1037664 R-134A Refrigerant Recovery, Recycling & Recharging Machine

Good Morning Vada –

I have reviewed the bid for RFQ# 1037664-134A Refrigerant Recovery, Recycling & Recharging Machine and I have confirmed that the bidder, has no SBE participation on this solicitation. Please let me know if you need anything additional. – JW

Jerval Watson  
Business Development 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)615-862-5461; (F)615-862-6175



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**From:** Brown, Vada (Finance - Purchasing)  
**Sent:** Tuesday, July 17, 2018 7:41 AM  
**To:** Watson, Jerval (Finance - Contract Compliance)  
**Cc:** Walker, Sandra (Finance - Procurement); Lane, Michelle (Finance - Procurement)  
**Subject:** FW: No SBE Confirmation RFQ# 1037664 R-134A Refrigerant Recovery, Recycling & Recharging Machine

Jerval,

Following up on this request.

Thank you,  
Vada

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**From:** Brown, Vada (Finance - Purchasing)  
**Sent:** Wednesday, July 11, 2018 10:52 AM  
**To:** Watson, Jerval (Finance - Contract Compliance)  
**Subject:** No SBE Confirmation RFQ# 1037664 R-134A Refrigerant Recovery, Recycling & Recharging Machine

Jerval,

Please see attached Bid Tab for the referenced assignment. The apparent low bidder, Kirk's Automotive, Inc. has no SBE participation. Please confirm this information.