



## METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY

November 13, 2018

John Nelson  
d/b/a West, a Thomson Reuters Business  
610 Opperman Drive  
Eagan, MN 55123  
Re: **RFQ # 1043675, Online Legal Research Database**

Dear Mr. Nelson:

The Metropolitan Government of Nashville and Davidson County (Metro) has completed the evaluation of submitted solicitation offer(s) to the above RFQ # 1043675 for Online Legal Research Database. This letter hereby notifies you of Metro's intent to award to d/b/a West, a Thomson Reuters Business, contingent upon successful contract negotiations. Please provide a certificate of Insurance indicating all applicable coverages within 15 business days of the receipt of this letter.

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.

Additionally the awardee will be required to submit evidence of participation of and contractor's payment to all Small, Minority, and Women Owned Businesses participation in any resultant contract. This evidence shall be submitted monthly and include copies of subcontracts or purchase orders, the Prime Contractor's Application for Payment, or invoices, and cancelled checks or other supporting payment documents. 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).

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 Scott Ghee by email at [scott.ghee@nashville.gov](mailto:scott.ghee@nashville.gov) Monday through Friday between 8:30am and 3:30pm.

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.

Procurement Division

730 Second Avenue South, Suite 112  
P.O. Box 196300  
Nashville, Tennessee 37219-6300

[www.Nashville.gov](http://www.Nashville.gov)  
Phone: 615-862-6180  
Fax: 615-862-6179

## Award Justification for RFQ 1043675 - Online Legal Research Database

<b>Solicitation Title &amp; Number</b>	<b>RFP Cost Points</b>	<b>RFP SBE/SDV Points</b>	<b>Total Cost Points</b>
RFQ 1043675 - Online Legal Research Database	<b>32</b>	<b>8</b>	<b>40</b>

Offeror's Name	Total Bid Amount	SBE/SDV Participation Amount	RFP Cost Points	RFP SBE/SDV Points	Total Cost Points
d/b/a West, a Tomson Reuters Business	\$610,560.00	\$0.00	<b>32.00</b>	<b>0.00</b>	<b>32.00</b>
LexisNexis, a division of Reed Elsevier, Inc.	\$675,000.00	\$0.00	<b>28.95</b>	<b>0.00</b>	<b>28.95</b>

	d/b/a West, a Tomson Reuters Business	LexisNexis, a division of Reed Elsevier, Inc.
Cost (40 points)	32	28.95
Qualifications, Experience and References (30 points)	30	30
Project Approach (30 points)	30	30
Demonstration (100 points)	95	85
<b>Total (200 points)</b>	<b>187</b>	<b>173.95</b>

**d/b/a West, a Tomson Reuters Business**

**Strengths** – Firm demonstrated how the requirements and provisions of the scope of this project will be implemented. Firm described their system of quality control to ensure services conform to generally accepted standards. Firm demonstrated how they will ensure that the database will have all of the required services and content. Firm demonstrated efficient use of personnel, material resources, equipment and technology necessary to be successful throughout the duration of the contract. Firm demonstrated their training capabilities. Firm described in detail their comprehensive search and retrieval capabilities. Firm demonstrated their knowledge in the provision of services related to the project. Firm demonstrated their capacity to perform the work. Firm demonstrated experience working with municipalities of similar size. Firm detailed experience on projects of similar scope. Firm provided an overview of their product emphasizing new and unique features that were included in their proposal. Firm demonstrated how to run a specific search query, utilizing advanced search features that greatly enhanced the information received.

**Weaknesses** - Failed to provide an overview of their Public Records search option.

**LexisNexis, a division of Reed Elsevier, Inc.**

**Strengths** – Firm demonstrated how the requirements and provisions of the scope of this project will be implemented. Firm described their system of quality control to ensure services conform to generally accepted standards. Firm demonstrated how they will ensure that the database will have all of the required services and content. Firm demonstrated efficient use of personnel, material resources, equipment and technology necessary to be successful throughout the duration of the contract. Firm demonstrated their training capabilities. Firm described in detail their comprehensive search and retrieval capabilities. Firm demonstrated their knowledge in the provision of services related to the project. Firm demonstrated their capacity to perform the work. Firm demonstrated experience working with municipalities of similar size. Firm detailed experience on projects of similar scope. Firm provided an overview of their product emphasizing new and unique features that were included in their proposal.

**Weaknesses** - Failed to provide an overview of their Public Records search option. The specific search query results did not prove to be efficient enough to meet the needs of Metro.

**From:** [Watson, Jerval \(Finance - Contract Compliance\)](#)  
**To:** [Ghee, Scott \(Finance - Procurement\)](#)  
**Subject:** RE: RFQ 1043675 - Online Legal Research Database  
**Date:** Wednesday, October 03, 2018 11:04:26 AM  
**Attachments:** [image001.png](#)  
[image002.png](#)

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Good Morning Scott -

I have reviewed the bid for the RFQ # 1043675 Online Legal Research Database and I have confirmed that there is no SBE participation. Let me know if you have any additional questions.

Best,

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:** Ghee, Scott (Finance - Procurement)  
**Sent:** Tuesday, September 25, 2018 11:48 AM  
**To:** Watson, Jerval (Finance - Contract Compliance)  
**Subject:** RFQ 1043675 - Online Legal Research Database

Jerval,

RFQ 1043675 close with two proposals from LexisNexis, a division of Reed Elsevier, Inc., and West, a Thomson Reuters business. It appears that neither firm proposed any SBE/SDV usage. Can you confirm?

Thanks,

Scott Ghee  
Procurement Officer  
Department of Finance  
Procurement Division  
Metropolitan Nashville Davidson County  
730 2<sup>nd</sup> Avenue South, Ste. 101  
Nashville, TN 37210  
Office- 615.880.3130