



## METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY

December 6, 2018

Hunter Johnson  
Tennessee Valley Archaeological Research  
4219 Hillsboro Pike, Suite 201  
Nashville, TN 37215  
Re: **RFQ # 1043681, Archaeological Oversight for the Demolition of Greer Stadium**

Dear Mr. Johnson:

The Metropolitan Government of Nashville and Davidson County (Metro) has completed the evaluation of submitted solicitation offer(s) to the above RFQ # 1043681 for Archaeological Oversight for the Demolition of Greer Stadium. This letter hereby notifies you of Metro's intent to award to Tennessee Valley Archaeological Research, 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 Joe Ann Carr, BAO Representative, at (615) 880-2338 or at [joeann.carr@nashville.gov](mailto:joeann.carr@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 Brad Wall by email at [brad.wall@nashville.gov](mailto:brad.wall@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

RFQ # 1043681 - Archaeological Oversight for the Demolition of Greer Stadium Evaluation Team Score Sheet	
Offeror	Tennessee Valley Archaeological Research
Contract Acceptance	Accepted
Cost (35 Points)	28
Firm and Team Qualifications (20 Points)	20
Experience on Similar Projects (20 Points)	15
Risk Mitigation and Capacity (25 Points)	20
<b>Total Evaluation Scores (100 Points Total)</b>	<b>83</b>

Tennessee Valley Archaeological Research
<p><b>Strengths-</b> The firm provided a detailed description of their understanding of the project and the scope of work to be performed. The firm has experience performing work around Greer Stadium and the surrounding property. The firm provided a detailed description of the key professionals of the project team and their qualifications. The firm provided detailed resumes of the management team. The firm provided a detailed organizational chart. The firm provided a detailed list and description of three (3) reference projects that demonstrated their experience performing work of similar size, scope, and complexity. The firm provided a detailed description of the risk associated with the scope of work. The firm provided a detailed risk mitigation plan.</p> <p><b>Weaknesses</b> - The past management summary submitted was not of similar scope (firm referenced a ground penetrating radar assessment instead of monitoring construction site work). The firm's description on how they would manage their workload to ensure completion of the scope of work lacked detail. The firm failed to provide the specific times of availability of the required staff for phase I of the scope of work.</p>

Solicitation Title & Number			RFP		
			RFP Cost Points	SBE/SDV Points	Total Cost Points
Archaeological Oversight for the Demolition of Greer Stadium; RFQ # 1043681			28	7	35
Offeror's Name	Total Bid Amount	SBE/SDV Participation Amount	RFP Cost Points	RFP SBE/SDV Points	Total Cost Points
Tennessee Valley Archaeological Research	\$25,630.00	\$0.00	28.00	0.00	28.00

## PNP Compliance Results Form

Department Name: Parks

RFP/ITB Number: 1043681

Procurement Name: Archaeological Oversight for the Demolition of Greer Stadium

Primary Contractor	PNP Compliant (Yes/No)	Determination Comments/% of Participation Proposed or Bid
Tennessee Valley Archaeological Research	Yes	Tennessee Valley Archaeological Research is compliant with the requirements of the Procurement NonDiscrimination Program having engaged in good faith effort outreach to registered, certified MWBEs: ProLingua, Inc-WBE (Declined), 979 Agency-MBE (Declined), and International Office Products-WBE. (Declined) Proposed the inclusion of none.

\*Denotes Contractor with whom follow up was required

Date: 12/04/2018

Metro Buyer: Brad Wall

BAO Rep: JoeAnn Carr

## Wall, Brad (Finance - Procurement)

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**From:** Carr, Joe Ann (Finance - Contract Compliance)  
**Sent:** Tuesday, November 20, 2018 1:37 PM  
**To:** Wall, Brad (Finance - Procurement)  
**Subject:** Updated Pre-liminary BAO Review for RFQ # 1043681 Archaeological Oversight for the Demolition of Greer Stadium

Brad,

It appears that Tennessee Valley Archaeological Research is compliant with the requirements of the PNProgram and has proposed no Metro-approved SBE/SDV.

Contact me with questions.

Thanks!

Department of Finance

JoeAnn Carr

Office of Minority and Women Business Assistance (BAO)

Metropolitan Nashville Davidson County Government

[http://www.nashville.gov/Finance/Procurement/Minority-and-Women-Business-Assistance-\(BAO\).aspx](http://www.nashville.gov/Finance/Procurement/Minority-and-Women-Business-Assistance-(BAO).aspx)

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**Register for Business Opportunities Today!**

<http://www.nashville.gov/Finance/Procurement/iProcurement-and-iSupplier.aspx>