



METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY

November 15, 2018

Larry Doochin
Air Temp Inc.
1963 Nolensville Pike
Antioch, TN 37013
Re: **RFQ # 1043718, Central Pumping Station 5 Ton HVAC Unit**

Dear Mr. Doochin:

The Metropolitan Government of Nashville and Davidson County (Metro) has completed the evaluation of submitted solicitation offer(s) to the above RFQ # **1043718** for **Central Pumping Station 5 Ton HVAC Unit**. This letter hereby notifies you of Metro's intent to award to **Air Temp Inc.**, 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**.

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** 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
Phone: 615-862-6180
Fax: 615-862-6179

Central Pumping Station 5 Ton HVAC Unit Replacement; RFQ# 1043718	Min. SBE/SDV Participation	Incentive Percentage	Incentive Calculator	Lowest Bid	MACP	Winning Bid
	0.0%	10.00%	90.00%	\$15,200.00	\$16,720.00	\$15,200.00
Offeror's Name	Bids	SBE	Participation Requirement	Participation Incentive	Incentive Evaluation Amount	Status of ITB Award
Air Temp Inc	\$15,200.00	\$0.00	\$0	\$0.00	\$15,200.00	Awarded
Bentleys Air Conditioning Mt Juliet LLC	\$17,300.00	\$0.00	\$0	\$0	\$17,300.00	Exceeds MACP
Advance Tech Solutions	\$24,500.00	\$0.00	\$0	\$0	\$24,500	Exceeds MACP

BAO SBE Assessment Sheet

BAO Specialist: Carr, JoeAnn
 Contract Specialist: Christina Alexander
 Date: 11/13/18

Department Name: Water Services
 RFP/ITB Number: 1043718

Project Name: Central Pumping Station 5 Ton HVAC Unit Replacement

Primary Contractor*	Prime Bid Amount	Total Proposed SBE (\$)	SBE Subs approved?	SBE (%)	Comments
Air Temp Inc	\$15,200.00	\$0.00	none	0	Air Temp Inc proposed no approved SBE/SDV.

Alexander, Christina (Finance - Purchasing)

From: Carr, Joe Ann (Finance - Contract Compliance)
Sent: Friday, November 9, 2018 3:39 PM
To: Alexander, Christina (Finance - Purchasing)
Subject: All Bidders Non-Compliant/PNP; RFQ#1043718 Central Pumping Station 5 Ton HVAC Unit Replacement

Christina,

FYI.

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)

730 2nd Avenue South, 1st Floor

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(v) 615.880.2338 (f) 615.862.6175

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

From: Lane, Michelle (Finance - Procurement)
Sent: Friday, November 09, 2018 1:32 PM
To: Carr, Joe Ann (Finance - Contract Compliance)
Cc: Burt, Tina (Finance)
Subject: RE: All Bidders Non-Compliant/PNP; RFQ#1043718 Central Pumping Station 5 Ton HVAC Unit Replacement

Concur. Christina, please notify all bidders that they have been relieved of this requirement.

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: Carr, Joe Ann (Finance - Contract Compliance)
Sent: Thursday, October 25, 2018 1:53 PM
To: Lane, Michelle (Finance - Procurement)
Cc: Burt, Tina (Finance)
Subject: RE: All Bidders Non-Compliant/PNP; RFQ#1043718 Central Pumping Station 5 Ton HVAC Unit Replacement

Michelle,

It appears as though there may have been a high level of bidder uncertainty as to the PNProgram requirements since two of the bidders reached out to uncertified vendors and one bidder did not perform the outreach. It doesn't appear as though the bidders are familiar with the program requirements and how to best satisfy them (from communicating with the bidders during our evaluation process). We did offer a very detailed pre-meeting which was well-attended and it doesn't appear there were any vendor questions to BAO on the PNProgram requirements prior to the bid closing. In light of the urgency of this work I suggest the removal of the PNProgram.

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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From: Lane, Michelle (Finance - Procurement)

Sent: Thursday, October 25, 2018 10:19 AM

To: Carr, Joe Ann (Finance - Contract Compliance)

Cc: Burt, Tina (Finance)

Subject: RE: All Bidders Non-Compliant/PNP; RFQ#1043718 Central Pumping Station 5 Ton HVAC Unit Replacement

What is your recommendation on this?

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: Carr, Joe Ann (Finance - Contract Compliance)

Sent: Thursday, October 25, 2018 8:48 AM

To: Lane, Michelle (Finance - Procurement)

Subject: RE: All Bidders Non-Compliant/PNP; RFQ#1043718 Central Pumping Station 5 Ton HVAC Unit Replacement

Yes.

Scope of Work: Contractor shall provide and install a 5 Ton HVAC unit at the Central Pumping Station

Thanks!

Department of Finance

JoeAnn Carr

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From: Lane, Michelle (Finance - Procurement)

Sent: Wednesday, October 24, 2018 3:52 PM

To: Carr, Joe Ann (Finance - Contract Compliance)

Subject: RE: All Bidders Non-Compliant/PNP; RFQ#1043718 Central Pumping Station 5 Ton HVAC Unit Replacement

Is this right?

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: Carr, Joe Ann (Finance - Contract Compliance)

Sent: Wednesday, October 24, 2018 1:29 PM

To: Lane, Michelle (Finance - Procurement)

Subject: All Bidders Non-Compliant/PNP; RFQ#1043718 Central Pumping Station 5 Ton HVAC Unit Replacement

Michelle,

There are 3 bidders for this solicitation none of which appear to be compliant with the PNProgram requirements and may all be non-responsive;

--Lowest evaluated is **Air Temp Inc; \$15,200K**

reached out to 3 firms only, 1; Affinity Builders is not certified I spoke with company (Pam Bowman whom advised the company is in the process of becoming certified) at phone number 615 394 1035.

--2nd Lowest evaluated is **Bentleys Air Conditioning Mt. Juliet LLC; \$17,300K** advised "I have not completed the PNP process for this bid".

--3rd Lowest evaluated is **Advance Tech Solutions; \$24,500** reached out to 3 firms, 2 are currently pending in iProcurement have not been successful in making contact with one of the vendors whose phone number now belongs to a

private citizen; 2nd pending vendor states they are not sure if they are currently certified, or with what entity they had been certified and would hopefully know more sometime in the next week when they are able to find out this information.

Thanks!

Department of Finance

JoeAnn Carr

Office of Minority and Women Business Assistance (BAO)

Metropolitan Nashville Davidson County Government

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