



## METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY

June 3, 2019

Mr. Branden Miller  
Arthur J. Gallagher Risk Management Services, Inc.  
5500 Maryland Way, Suite 330  
Brentwood, TN 37027  
Re: **RFQ # 1150657, Bonds for Public Officials**

Dear Mr. Miller:

The Metropolitan Government of Nashville and Davidson County (Metro) has completed the evaluation of submitted solicitation offer(s) to the above RFQ # 1150657 for Bonds for Public Officials. This letter hereby notifies you of Metro's intent to award to Arthur J. Gallagher Risk Management Services, 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 Jerval Watson, BAO Representative, at 615-862-5461 or at [jerval.watson@nashville.gov](mailto:jerval.watson@nashville.gov).

The responses to the procurement solicitation and supporting award documentation can be made available through a SharePoint link or in person for inspection. If you desire to receive or review the documentation or have any questions, please contact Terri Troup by email at [terri.troup@nashville.gov](mailto:terri.troup@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.

Enter Solicitation Title & Number Below						
RFQ 1150657 - Bonds for Public Officials	Min. SBE/SDV Participation	Incentive Percentage	Incentive Calculator	Lowest Bid	MACP	Winning Bid
	0.0%	7.00%	93.00%	\$68,520	\$73,316	\$68,520
Offeror's Name	Bids	SBE	Participation Incentive Threshold	Participation Incentive	Incentive Evaluation Amount	Status of ITB Award
Arthur J. Gallagher Risk Management Services, Inc	\$68,520.00	\$0	\$0	\$0	\$68,520	Awarded
Brown & Brown of Tennessee Inc	\$75,065.00	\$0	\$0	\$0	\$75,065	Exceeds MACP