



METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY

July 1, 2019

Mr. Ronald Woodall
NAFECO
1515 West Moulton St.
Decatur, AL 35601
Re: **RFQ # 1151658, Hydrostatic Testing Cylinder Services**

Dear Mr Ronald Woodall:

The Metropolitan Government of Nashville and Davidson County (Metro) has completed the evaluation of submitted solicitation offer(s) to the above RFQ # 1151658 for Hydrostatic Testing Cylinder Services. This letter hereby notifies you of Metro's intent to award to NAFECO, 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.

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 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 1151658 - Hydrostatic Testing Cylinder Services | Min. SBE/SDV Participation | Incentive Percentage | Incentive Calculator | Lowest Bid | MACP | Winning Bid |
| | 0.0% | 5.00% | 95.00% | \$114,555 | \$120,283 | \$114,555 |
| Offeror's Name | Bids | SBE | Participation Incentive Threshold | Participation Incentive | Incentive Evaluation Amount | Status of ITB Award |
| NAFECO | \$114,555.22 | \$0 | \$0 | \$0 | \$114,555 | Awarded |

Troup, Terri (Finance - Procurement)

From: Lane, Michelle (Finance - Procurement)
Sent: Thursday, June 27, 2019 5:05 PM
To: Troup, Terri (Finance - Procurement); Cantlon, Judy (Finance - Contract Compliance)
Subject: RE: Intent to Award and Single Offeror Approval for RFQ 1151658 - Hydrostatic Testing Cylinder Services

Approved.

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: Troup, Terri (Finance - Procurement)
Sent: Tuesday, June 25, 2019 2:06 PM
To: Lane, Michelle (Finance - Procurement); Cantlon, Judy (Finance - Contract Compliance)
Subject: RE: Intent to Award and Single Offeror Approval for RFQ 1151658 - Hydrostatic Testing Cylinder Services

Yes, according to Bryan Jones with Fire, The offer is fair and reasonable and that ample opportunity was provided for offerors to bid.

Terri R. Troup
Senior Procurement Officer
Department of Finance
Procurement Division
Metropolitan Nashville Davidson County
730 2nd Avenue South, Ste. 101
Nashville, TN 37210
615/862-6669
terri.troup@nashville.gov

[Procurement Code, Regulations, and Additional Information](#)

From: Lane, Michelle (Finance - Procurement)
Sent: Tuesday, June 25, 2019 11:53 AM
To: Troup, Terri (Finance - Procurement); Cantlon, Judy (Finance - Contract Compliance)
Subject: RE: Intent to Award and Single Offeror Approval for RFQ 1151658 - Hydrostatic Testing Cylinder Services

Confirming that the department considers the offer fair and reasonable and that ample opportunity was provided for offerors to bid.

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: Troup, Terri (Finance - Procurement)
Sent: Tuesday, June 25, 2019 11:51 AM
To: Lane, Michelle (Finance - Procurement); Cantlon, Judy (Finance - Contract Compliance)
Subject: RE: Intent to Award and Single Offeror Approval for RFQ 1151658 - Hydrostatic Testing Cylinder Services

Sorry, I thought that was corrected. Attached are corrected documents.

Terri R. Troup
Senior Procurement Officer
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730 2nd Avenue South, Ste. 101
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From: Lane, Michelle (Finance - Procurement)
Sent: Tuesday, June 25, 2019 11:50 AM
To: Troup, Terri (Finance - Procurement); Cantlon, Judy (Finance - Contract Compliance)
Subject: RE: Intent to Award and Single Offeror Approval for RFQ 1151658 - Hydrostatic Testing Cylinder Services

Arthur Gallagher?

Michelle A. Hernandez Lane
Chief Procurement Officer/Purchasing Agent
Department of Finance
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730 2nd Avenue South, Ste. 101
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From: Troup, Terri (Finance - Procurement)
Sent: Tuesday, June 25, 2019 11:38 AM
To: Lane, Michelle (Finance - Procurement); Cantlon, Judy (Finance - Contract Compliance)
Subject: Intent to Award and Single Offeror Approval for RFQ 1151658 - Hydrostatic Testing Cylinder Services
Importance: High

Attached is the bid tab and draft intent to award letter for RFQ 1151658 - Hydrostatic Testing Cylinder Services. There was only a single offeror received therefore, I am also requesting approval of the single offeror along with the approval of the intent to award.

Thanks

Terri R. Troup

Senior Procurement Officer

Department of Finance

Procurement Division

Metropolitan Nashville Davidson County

730 2nd Avenue South, Ste. 101

Nashville, TN 37210

615/862-6669

terri.troup@nashville.gov

[Procurement Code, Regulations, and Additional Information](#)