



METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY

May 6, 2019

Ms. Yvonne Collier
Collier Roofing Co., Inc.
1523 Jones Avenue
Nashville, TN 37207

Re: **RFQ # 1186660** Hadley Community Center Roof System Replacement

Ms. Yvonne Collier:

The Metropolitan Government of Nashville and Davidson County (Metro) has completed the evaluation of submitted solicitation offer(s) to the above RFQ # **1186660 Hadley Community Center Roof System Replacement**. This letter hereby notifies you of Metro's intent to award to Collier Roofing Co., 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 Jeremy Frye, BAO Representative, at 615-862-6638 or at Jeremy.Frye@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 Daniel Drumwright by email at Daniel.Drumwright2@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

PNP Compliance Results Form

Department Name: Parks
RFP/ITB Number: 1186660
Procurement Name: Hadley Community Center Roof System Replacement

Primary Contractor	PNP Compliant (Yes/No)	Determination Comments/% of Participation Proposed or Bid
Collier Roofing Co., Inc.	Yes	Proposer is compliant with the Procurement Nondiscrimination Program requirements having reached out to three certified MWBEs: Mutual Contractors (WBE), Pinnacle Construction (MBE), and Stones River Electric (WBE), all offers were declined due to no response.

*Denotes Contractor with whom follow up was required
 Date: 4/29/2019
 Metro Buyer: Daniel Drumwright
 BAO Rep: Jeremy Frye

BAO Small Business Assessment Sheet

BAO Specialist: Jeremy Frye
Contract Specialist: Daniel Drumwright
Date: 04/23/2019

Department Name: Parks
RFP/ITB Number: 1186660
Project Name: Hadley Community Center Roof System Replacement

Primary Contractor*	Prime Bid Amount	Total Proposed SBE (\$)	SBE Subs approved?	SBE (%)	Comments
Collier Roofing Co., Inc	\$ 163,870.00	\$ 163,870.00	No	100%	The prime is an approved SBE and will self-perform 100% of the work



METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY

April 19, 2019

Ms. Claudette Patterson
Maxwell Roofing & Sheet Metal
2500 Dickerson Road
Nashville, TN 37207

RFQ: 1186660 Hadley Community Center Roof System Replacement

Dear Ms. Patterson:

The Metropolitan Government of Nashville and Davidson County has completed its evaluation of submitted responses to the above solicitation and unfortunately, has determined that your submission was non-responsive to the minimum responsiveness of the solicitation.

Specifically, the submitted bid was non-responsive due to a failure to provide documentation of compliance with the Procurement Nondiscrimination Program (PNP) Requirements as listed within the solicitation.

Thank you for participating in Metro's competitive procurement process.

Kind Regards,

A handwritten signature in blue ink that reads "Michelle A. Hernandez Lane".

Michelle A. Hernandez Lane
Chief Procurement/Purchasing Agent
Metropolitan Government of Nashville & Davidson County

cc: Solicitation Files