



METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY

April 23, 2019

Lisa Frith
Sigma Organics, Inc.
2475 Bransford Ave.
Nashville, TN 37204
Re: **RFQ# 1216660, Granular and Liquid Fertilizers**

Dear Ms. Frith:

The Metropolitan Government of Nashville and Davidson County (Metro) has completed the evaluation of submitted solicitation offer(s) to the above RFQ # 1216660 for Granular and Liquid Fertilizers. This letter hereby notifies you of Metro's intent to award to Sigma Organics, 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.

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 Sandra Walker by email at Sandra.walker@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

Enter Solicitation Title & Number Below						
RFQ: 1216660 Granular and Liquid Fertilizers	Min. SBE/SDV Participation	Incentive Percentage	Incentive Calculator	Lowest Bid	MACP	Winning Bid
		6.00%	94.00%	\$98,777	\$104,704	\$98,777
Offeror's Name	Bids	SBE	Participation Incentive Threshold	Participation Incentive	Incentive Evaluation Amount	Status of ITB Award
Sigma Organics, Inc.	\$98,777.02	\$0.00	\$0.00	\$0.00	\$98,777.02	Awarded
ProSolutions, LLC	\$109,241.55	\$0.00	\$0.00	\$0.00	\$109,241.55	Exceeds MACP

Walker, Sandra (Finance - Procurement)

From: Watson, Jerval (Finance - Contract Compliance)
Sent: Monday, April 22, 2019 9:53 AM
To: Walker, Sandra (Finance - Procurement)
Subject: RE: RFQ:1216660 Granular and Liquid Fertilizers

Good Morning Sandra –

I have reviewed the bids for the RFQ #121660 Granular and Liquid Fertilizers and I have confirmed that there is no SBE participation. Let me know if you have any additional questions.

Best,

Jerval Watson
Business Development Officer
Department of Finance
Office of Minority and Women Business Assistance (BAO)
Metropolitan Nashville Davidson County Government
730 2nd Avenue South, 1st Floor; PO Box 196300
Nashville, TN 37219-6300
(P)615-862-5461; (F)615-862-6175



From: Walker, Sandra (Finance - Procurement)
Sent: Tuesday, April 16, 2019 4:06 PM
To: Watson, Jerval (Finance - Contract Compliance)
Subject: RFQ:1216660 Granular and Liquid Fertilizers

Hi Jerval,

Please review and approve any SBE/SDV participation.

Thanks

Sandra Walker
Senior Procurement Officer