



METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY

December 26, 2019

Kimberlee Wyche-Etheridge
Meharry Medical College
1005 Dr BD Todd Jr Blvd
Nashville, TN 37208

Re: **RFQ# 19113, Contract for Services for Nashville Strong Babies Project**

Dear Mrs. Wyche-Etheridge:

The Metropolitan Government of Nashville and Davidson County (Metro) has completed the evaluation of submitted solicitation offer(s) to the above RFQ# 19113, Contract for Service for Nashville Strong Babies Project. This letter hereby notifies you of Metro's intent to award to **Meharry Medical College**, 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 Equal Business Opportunity (EBO) 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 **Christopher Wood**, BAO Representative, at **615-862-6710** or at **christopher.wood@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 **Vada M. Van Hook** by at **vada.vanhook@nashvill.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



METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY

December 26, 2019

Robert Taylor
The New Life Center
4100 Clarksville Highway
Nashville, TN 37218

Re: **RFQ# 19113, Contract for Services for Nashville Strong Babies Project**

Dear Mr. Taylor:

The Metropolitan Government of Nashville and Davidson County (Metro) has completed the evaluation of submitted solicitation offer(s) to the above RFQ# 19113, Contract for Service for Nashville Strong Babies Project. This letter hereby notifies you of Metro's intent to award to **The New Life Center**, 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 Equal Business Opportunity (EBO) 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.

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METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY

December 26, 2019

Brian Haile
United Neighborhood Health Services
2711 Foster Avenue
Nashville, TN 37210

Re: **RFQ# 19113, Contract for Services for Nashville Strong Babies Project**

Dear Mr. Haile:

The Metropolitan Government of Nashville and Davidson County (Metro) has completed the evaluation of submitted solicitation offer(s) to the above RFQ# 19113, Contract for Service for Nashville Strong Babies Project. This letter hereby notifies you of Metro's intent to award to **United Neighborhood Health Services**, 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 Equal Business Opportunity (EBO) 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.

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**RFQ# 19113 - Contract for Services for Nashville Strong Babies Project
Evaluation Team/Review Board Score Sheet**

Offeror	Meharry Medical College	United Neighborhood Health Services	Meharry Medical College	United Neighborhood Health Services	The New Life Center
Contract Acceptance	Yes	Yes	Yes	Yes	Yes
Services Being Proposed	Medical Services	Medical Services	Clinical Services	Clinical Services	Male Engagement
Experience, Qualification and Reference (35 Points)	25.00	31.00	25.00	31.00	35.00
Project Approach and Process (35 Points)	32.00	25.00	32.00	20.00	32.00
Financial Offer (25 Points)	15.00	19.00	25.00	15.00	25.00
Project Schedule (5 Points)	5.00	4.00	5.00	4.00	5.00
Total Evaluation Scores	77.00	79.00	87.00	70.00	97.00

Evaluation Comments

Meharry Medical College

Strengths

Medical Services- Well developed proposal with good detail. *Project Approach and Process* , good overall. *Financial Proposal* submitted demonstrated excellent use of allotted funds. *Project Schedule* provided detailed scheduling information. **Clinical Services-** Well developed proposal with good detail. *Financial Proposal* submitted demonstrated excellent use of allotted funds. *Project Schedule* provided detailed scheduling information.

Weaknesses

Medical Services- Experience, Qualification and Reference -resumes not submitted, key individuals who will be providing services, no clear. Medical Services objectives not clearly and separately defined. ***Project Approach and Process*** -work schedule, risks/challenges in providing services, lacked specific detail. ***Financial Proposal*** narrative did not match budget worksheet figures. **Clinical Services- Experience, Qualification and Reference** -resumes not submitted, key individuals who will be providing services, not clear. Clinical Services objectives not clearly and separately defined. ***Project Approach and Process*** -work schedule, risks/challenges in providing services, lacked specific detail.

The New Life Center

Strengths

Male Engagement Services- Well developed proposal with good detail. ***Project Approach and Process*** , good overall. ***Financial Proposal*** submitted demonstrated excellent use of allotted funds.

Weaknesses

Male Engagement Services- Experience, Qualifications and Reference -only one resume provided. ***Project Approach and Process*** -approach to consumer voice in requested service, lacked specific detail. Work schedule, risks/challenges and strategies, lacked specific detail.

United Neighborhood Health Services

Strengths

Medical Services- Project Approach and Process - demonstrated clear details on how firm will work with program staff to perform scope of work. **Clinical Services- Project Approach and Process** - demonstrated clear details on how firm will work with program staff to perform scope of work.

Weaknesses

Medical Services- Experience, Qualification and Reference - non Metro references submitted lacked specific detail. Failed to provide detail on how referenced projects were of similar size, scope and complexity. Explanation of why firm is the most qualified and best choice, lacked detail specifically how United Neighborhood Health will collaborate with other entities. *Project Approach and Process* -firm's approach on including consumer voice in requested services process, lacked detail. Schedule of work, lacked specific detail. Failed to demonstrate how requirements of the scope of work will expand already existing group care. Service locations and service times are unclear. Failed to provide detail of how funds from this award will expand and/or improve the current groups services provided. *Financial Proposal* - Financial narrative lacked specific detail. Budget worksheet-lacked detail, not completed in its entirety. Schedule of funds used to provide non-clinical staff-which are not billable for these grant funds. *Project Schedule* - lacked specific detail. Clinical Services- Experience, Qualification and Reference - submitted non-Metro references-lacked specific detail. Failed to provide detail on how referenced projects were of similar size, scope and complexity. Explanation of why firm is the most qualified and best choice failed to show how United Neighborhood Health will collaborate with other entities. *Project Approach and Process* -Firm's approach to including consumer voice in requested services process, lacked detail. Schedule of work, lacked specific detail. Failed to demonstrate how requirements of the scope of work will expand already existing group care. Service locations and service times are unclear. Failed to provide detail of how funds from this award will expand and/or improve the current groups services provided. *Financial Proposal* - Financial narrative lacked specific detail. Budget worksheet-lacked detail, key personnel figures (certified midwife, licensed social work and pediatrician) not included. Schedule of funds indicates non-clinical staff-which is not billable per grant funding requirements. *Project Schedule* - lacked specific detail.