



METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY

December 6, 2019

Jim Pustejovsky
Capital Project Solutions
49 Lindsley Avenue
Nashville, TN 37210

Re: **RFQ # 8008, Owner's Representative and Project Management Services**

Dear Mr. Pustejovsky:

The Metropolitan Government of Nashville and Davidson County (Metro) has completed the evaluation of submitted solicitation offer(s) to the above RFQ # 8008, Owner's Representative and Project Management Services. This letter hereby notifies you of Metro's intent to award to **Capital Project Solutions**, 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 Buyer **Brad Wall** by email at **brad.wall@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

RFQ # 8008 - Owner's Representative and Project Management Services

	CBRE Heery, Inc.	Compass Partners, LLC	Capital Project Solutions	Gobbell Hays Partners, Inc.
Contract Acceptance	Accepted with no exceptions	Accepted with no exceptions	Accepted with no exceptions	Accepted with no exceptions
Cost (35 points)	33.18	20.77	29.80	35.00
Project Approach (35 Points)	26.00	20.00	35.00	24.00
Experience and Qualifications (30 Points)	18.00	10.00	24.00	18.00
Total (100 Points)	77.18	50.77	88.80	77.00

CBRE Heery, Inc.

Strengths - The offeror provided a detailed description of their quality assurance program. The offeror provided detailed information about their project management methodology. The offer provided a detailed description of the project management tools and resources they utilize; specifically, the offeror uses Kahua as their project management platform. The offeror provided detailed information on how they will collect, secure, and provide documentation for each project performed. The offeror provided a detailed description of their procedures to keep change orders at a minimum. The offeror provided detailed information about their ability and capacity to perform the scope of services requested. The offeror provided a detailed organizational chart. The offeror provided detailed resumes. The offeror's reference projects were of similar size and scope.

Weaknesses - The offeror's explanation of the methodology used to allocate resources to ensure staffing availability lacked specific detail. The offeror's description of their staff training program was generic and lacked specific detail. The offeror's description of how they would ensure that projects for Metro would be in compliance with all applicable certifications, standards, regulations, orders, policies, procedures, and laws was generic and lacked specific detail. The offeror's information on how they would be engaging and/or hiring staff, subcontractors, and/or specialized consultants on behalf of Metro lacked specific detail. The offeror's information on how they would provide financial reports lacked specific detail. The offeror's description of their experience with assisting and developing detailed project specific scopes of work for clients lacked specific detail; specifically, they offeror didn't address how they develop project specific scopes of work for clients. The offeror's description of their experience in administering and coordinating the development of a project in accordance with concepts provided by clients was generic and lacked specific detail. The offeror's description of their ability and capacity to perform the scope of services requested lacked specific detail.

Compass Partners, LLC

Strengths - The offeror provided detailed information about their project management methodology. The offer provided a detailed description of the project management tools and resources they utilize; specifically, the offeror uses a project management software called Owner Insite. The offeror provided detailed information on how they would provide financial reports; specifically, the offeror developed a sample financial report to illustrate their reporting. The offeror provided a detailed organizational chart. The offeror provided detailed resumes. The offeror's reference projects were of similar size and scope.

Weaknesses - The offeror has limited staffing availability. The offeror's description of their quality assurance plan lacked specific detail. The offeror failed to provide a description of their staff training program. The offeror's description of their procedures to keep change orders at a minimum lacked specific detail. The offeror failed to provide a description of how they would ensure that projects for Metro would be in compliance with all applicable certifications, standards, regulations, orders, policies, procedures, and laws. The offeror's information on how they would be engaging and/or hiring staff, subcontractors, and/or specialized consultants on behalf of Metro lacked specific detail. The offeror's description of their experience with assisting and developing detailed project specific scopes of work for clients was generic and lacked specific detail. The offeror's description of their experience in administering and coordinating the development of a project in accordance with concepts provided by clients lacked specific detail. The offeror has limited staffing availability to perform the scope of services being requested. The offeror's responses to the evaluation criteria were difficult to locate throughout the proposal.

Capital Project Solutions

Strengths - The offeror provided a detailed explanation of the methodology used to allocate resources to ensure staffing availability. The offeror provided a detailed description of their quality assurance program outlined in the proposal; in addition, the offeror provided a weblink that contained even more information from their website. The offeror provided detailed information about their staff training program; specifically, they offered LEED Certification, Procore Certification, FAA Certification (drone pilots), and CPS University. The offeror provided detailed information about their project management methodology. The offer provided a detailed description of the project management tools and resources they utilize; specifically, the offeror uses Procore software and has Drone video/photography capabilities. The offeror provided detailed information on how they will collect, secure, and provide documentation for each project performed. The offeror provided a detailed description of their procedures to keep change orders at a minimum. The offeror developed a sample project compliance checklist. The offeror provided detailed information for engaging and/or hiring staff, subcontractors, and/or specialized consultants on behalf of Metro. The offeror provided detailed information on how they would provide financial reports; specifically, the offeror developed a sample financial report summary to illustrate their reporting. The offeror provided detailed information about their ability and capacity to perform the scope of services requested; specifically, the offeror has provided services on over 75 Metro projects. The offeror provided a detailed organizational chart. The offeror provided detailed resumes. The offeror's reference projects were of similar size and scope.

Weaknesses - The offeror failed to provide a description of their experience with assisting and developing project specific scopes of work for clients. The offeror failed to provide a description of their experience in administering and coordinating the development of a project in accordance with concepts provided by clients.

Gobbell Hays Partners, Inc.

Strengths - The offeror provided a detailed description of their quality assurance program. The offeror provided detailed information about their project management methodology. The offer provided a detailed description of the project management tools and resources they utilize; specifically, the offeror uses Procore software. The offeror provided a detailed description of their experience in administering and coordinating the development of a project in accordance with concepts provided by clients. The offeror provided a detailed organizational chart. The offeror provided detailed resumes. The offeror's reference projects were of similar size and scope.

Weaknesses - The offeror's explanation of the methodology used to allocate resources to ensure staffing availability lacked specific detail. The offeror's description of their staff training program was generic and lacked specific detail. The offeror's description on how they will collect, secure, and provide documentation for each project performed was generic and lacked specific detail. The offeror's description of their process to keep change orders at a minimum lacked specific detail. The offeror's description of how they would ensure that projects for Metro would be in compliance with all applicable certifications, standards, regulations, orders, policies, procedures, and laws was generic and lacked specific detail. The offeror's information on how they would be engaging and/or hiring staff, subcontractors, and/or specialized consultants on behalf of Metro was generic and lacked specific detail. The offeror's information on how they would provide financial reports was generic and lacked specific detail. The offeror's description of their experience with assisting and developing detailed project specific scopes of work for clients lacked detail; specifically, they offeror didn't address how they develop project specific scopes of work for clients. The offeror's description of their ability and capacity to perform the scope of services requested lacked specific detail.

Enter Solicitation Title & Number Below		
Owner's Representative and Project Management Services; RFQ # 8008	Min. SBE/SDV Requirement	Total Cost Points
	15.0%	35
Offeror's Name	Bids	RFP Cost Points
Capital Project Solutions	\$30,410,729.92	29.80
CBRE Heery, Inc.	\$27,311,882.97	33.18
Compass Partners, LLC	\$43,625,457.27	20.77
Gobbell Hays Partners, Inc.	\$25,889,092.56	35.00



Statement of M/WBE Utilization

Proposer's/Firm's Name: _____ Proposer's Phone #: _____

Solicitation Title: _____ Proposer's Email Address: _____

Solicitation #: _____ Total Bid Amount: _____

EBO Goal (%): **MBE %** _____ **WBE %** _____

The following MWBE* subcontractor(s)/supplier(s) will be utilized for the performance of this project:

	MBE/WBE Firm Name	MBE/WBE Firm Address	Phone/E-Mail	Certificate Type	Group Type	Code # UNSPS/NAICS	Description of Work	MBE/WBE Dollars (\$)	Percent of Total Contract
1									
2									
3									
4									
5									
6									
7									

I am the duly authorized representative and certify the facts and representations contained in this form and supporting documents are true and correct.

Authorized Representative (Printed Name/Title/Signature) _____

Date _____

*Note: MWBE is defined as business enterprise maintaining a significant business presence in the Program Area & performing a commercial useful function that is owned by one or more of the following: (1) African Americans (2) Native Americans, (3) Hispanic Americans, (4) Asian Americans, and (5) Other Female.

Has Prime Complied with EBO Goal?

If No, Good Faith Efforts Met?

BAO Representative: _____

Date: _____

Total MBE Subcontracting _____ %

Total WBE Subcontracting _____ %

Total MBE/WBE Participation: _____ %

\$ _____

\$ _____

\$ _____

BAO Small Business Assessment Sheet

BAO Specialist: Christopher S. Wood
Contract Specialist: Brad Wall
Date: 12/02/2019

Department Name: General Services
RFP/ITB Number: 8008
Project Name: Owner's Representative and Project Management Services

Primary Contractor*	Prime Bid Amount	Total Proposed SBE (\$)	SBE Subs approved?	SBE (%)	Comments
Capital Project Solutions	\$ 30,410,729.92	\$ 25,584,145.00	No	84%	The prime is an approved SBE and will self-perform 58.7% of the work and will work with the following approved SBE subcontractors: Facility Diagnostics (5.6%), W. Wright & Associates (8.4%), Win Engineering (6.10%) and Edge (5.20%)