



## METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY

December 31, 2019

Belinda Yoder  
Contract Carpets Sales Company  
314 Polk Avenue  
Nashville, TN 37210

Re: **RFQ# 9011, Floor Covering Repair, Replacement and Installation Services**

Dear Ms. Yoder:

The Metropolitan Government of Nashville and Davidson County (Metro) has completed the evaluation of submitted solicitation offer(s) to the above **RFQ# 9011, Floor Covering Repair, Replacement and Installation Services**. This letter hereby notifies you of Metro's intent to award to **Contract Carpets Sales Company**, 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 **Joe Ann Carr**, BAO Representative, at **615-880-2338** or at [Joeann.carr@nashville.gov](mailto:Joeann.carr@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 **Christina Alexander** by email at [christina.alexander@nashville.gov](mailto:christina.alexander@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](http://www.Nashville.gov)  
Phone: 615-862-6180  
Fax: 615-862-6179

Solicitation Title & Number			RFP Cost Points	RFP SBE/SDV Points	Total Cost Points
RFQ 9011 Floor Covering Repair, Replacement and Installation Services			32	8	40
Offeror's Name	Total Bid Amount	SBE/SDV Participation Amount	RFP Cost Points	RFP SBE/SDV Points	Total Cost Points
Contract Carpet Sales Company	\$8,010,750.00	\$7,260,750.00	32.00	8.00	40.00

**RFQ 9011 Floor covering Repair, Replacement & Installation Services  
Evaluation Committee Score Sheet**

<b>Offeror</b>	<b>Contract Carpet Sales Company</b>
<b>Contract Acceptance (Yes/No)</b>	Yes
<b>ISA Questionnaire Completed (Yes/No)</b>	Yes
<b>Cost (40)</b>	40.00
<b>Qualifications &amp; Capacity to Perform (30)</b>	26.00
<b>Experience (30)</b>	27.00
<b>Total Evaluation Scores</b>	<b>93.00</b>

**Evaluation Comments**

<b>Contract Carpet Sales Company</b>
<b>Strengths</b>
Firm's proposal demonstrated firm's understanding of scope of work for this project. Firm's proposal demonstrated firm's ability to perform multiple projects per the scope of work for this solicitation. Firm's proposal provided plan for ensuring each project resulting from this contract will be environmentally friendly to include recycling material. Firm provided 3 reference projects of similar size, scope and complexity. Firm's proposal demonstrated detailed experience of firm working with Governmental agencies. Firm provided a detailed proposal for the "Scenario" scope of work (given for evaluation purposes).
<b>Weaknesses</b>
Firm's proposal lacked details for the firm's ability to provide various flooring options and warranties. Firm failed to identify the complete team for the scope of work for this solicitation. Firm failed to title evaluation criteria section appropriately. Firm's provided reference projects lacked contact information details.

## BAO SBE Assessment Sheet

<b>BAO Specialist:</b> Carr, JoeAnn
<b>Contract Specialist:</b> Alexander, Christina
12/18/2019

<b>Department Name:</b> General Services
<b>RFP/ITB Number:</b> 9011

**Project Name:** Floor Covering Repair, Replacement and Installation Services

Primary Contractor*	Prime Bid Amount	Total Proposed SBE (\$)	SBE Subs approved?	SBE (%)	Comments
<b>Contract Carpets Sales Company</b>	\$8,010,750.00	\$7,260,750.00	None	90	Proposer is a Metro-approved SBE and proposes to self-perform 90% of the work for this solicitation.



### Statement of M/WBE Utilization

Proposer's/Firm's Name: <b>Contract Carpet Sales Company, Inc (SWBE)</b>	Proposer's Phone #: <b>615-291-5252</b>
Solicitation Title: <b>Floor Covering Repair, Replacement &amp; Installation services</b>	Proposer's Email Address: <b>Byoder@contractcarpetsales.com</b>
Solicitation #: <b>9011</b>	Amount Self-performed : <b>0</b>
Proposer's/Firm's Ownership: <b>WBE</b>	Total Bid Amount:
Proposed EBO Goal (%): <b>2</b> MBE% <b>9</b> WBE%	EBO Goal Met? (Y/N) <b>NO</b>

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 (MBE or WBE)	* MBE/WBE Group Type *	Code # UNSPS/NAICS	Description of Work	MBE/WBE Dollars (\$)	Percent of Total Contract
1			Select	Select				
2			Select	Select				
3			Select	Select				
4			Select	Select				
5			Select	Select				
6			Select	Select				
7			Select	Select				

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) <b>Belinda J Yoder-President</b>	Date <b>10/16/2019</b>
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\*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) Women.

#### For Internal Office Use ONLY

Has Prime Complied with EBO Goal? <b>NO</b>	If No, Good Faith Efforts Met? <b>YES</b>
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BAO Representative: **JoeAnn Carr** Date: **12/04/19**

Total MBE Subcontracting	<u>0</u> %	\$ <u>0</u>
Total WBE Subcontracting	<u>0</u> %	\$ <u>0</u>
Total MBE/WBE Participation:	<u>0</u> %	\$ <u>0</u>