



Notice of Intent to Award

Solicitation Number	392391	Award Date	7/22/2025 9:49 AM CDT
Solicitation Title	Collection Services		
Buyer Name	Sandra Walker	Buyer Email	sandra.walker@nashville.gov
BAO Rep	Christopher Wood	BAO Email	christopher.wood@nashville.gov

Awarded Supplier(s)

In reference to the above solicitation and contingent upon successful contract negotiation, it is the intent of the Metropolitan Government of Nashville and Davidson County to award to the following supplier(s):

Company Name	Harris & Harris, Ltd	Company Contact	Ms. Terri Welch
Street Address	111 West Jackson Boulevard Suite 650		
City	Chicago	State	Illinois
		Zipcode	60604

Company Name		Company Contact	
Street Address			
City		State	
		Zipcode	

Company Name		Company Contact	
Street Address			
City		State	
		Zipcode	

Certificate of Insurance

The awarded supplier(s) must submit a certificate of insurance (COI) indicating all applicable coverage required by the referenced solicitation. The COI should be emailed to the referenced buyer no more than 15 days after the referenced award date.

Equal Business Opportunity Program

Where applicable, the awarded supplier(s) must submit a signed copy of the letter of intent to perform for any and all minority-owned (MBE) or woman-owned (WBE) subcontractors included in the solicitation response. The letter(s) should be emailed to the referenced business assistance office (BAO) rep no more than two business days after the referenced award date.

☐ Yes, the EBO Program is applicable.

☒ No, the EBO Program is not applicable.

Monthly Reporting

Where applicable, the awarded supplier(s) will be required monthly to submit evidence of participation and payment to all small (SBE), minority-owned (MBE), women-owned (WBE), LGBT-owned (LGBTBE), and service disabled veteran owned (SDV) subcontractors. Sufficient evidence may include, but is not necessarily limited to copies of subcontracts, purchase orders, applications for payment, invoices, and cancelled checks.

Questions related to contract compliance may be directed to the referenced BAO rep.

☐ Yes, monthly reporting is applicable.

☒ No, monthly reporting is not applicable.

Public Information and Records Retention

Solicitation and award documentation are available upon request. Please email the referenced buyer to arrange.

A copy of this notice will be placed in the solicitation file and sent to all offerors.

Right to Protest

Per MCL 4.36.010 – 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.

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Assistant Purchasing Agent (Initial)

Dennis Rowland

Dennis Rowland

Purchasing Agent & Chief Procurement Officer

RFQ: 392391-Collection Services

Offeror	Automated Collection Services Inc.	Harris & Harris, Ltd
Cost (40 Points)	40.00	34.78
Methodology and Approach (20 Points)	11.00	15.00
Qualifications and Experience (40 Points)	26.00	40.00
Total	77.00	89.78

Evaluation Comments

Automated Collection Services Inc.
Strength- Good response on overview of firm's years performing the scope of service. Good response on team's (prime and sub level) knowledge and project experience in the provision of services related to the project. Adequate response to team's (prime and sub level) capacity to perform work. Provided resumes of key individuals that will perform work on the project.

<p>Weakness: Overall response to Methodology and Approach was generic and boilerplate. Comprehensive business plan was medically focused. Implementation plan lacked specific detail. Organizational structure was located in the incorrect evaluation criteria section. Failed to provide a response on training provided to employees involved directly in the collection process. Failed to provide a response to demonstrate in detail efficient use of manpower, material resources, equipment, and technology necessary for completing the project efficiently within the constraints outlined in the scope. Failed to provide a response to current litigations. Failed to provide dates and dollar amounts on projects of similar scope. Only one project listed is of similar scope. Failed to provide a response on any Metro contract currently or previously held with Metro. Failed to a response on confirming Firm will certify to Metro that all staff members performing duties on Metro accounts have passed a criminal background check performed by the Tennessee Bureau of Investigation semiannually.</p>
<p>Harris & Harris, Ltd</p>
<p>Strength: Good overall response to Methodology and Approach. Detailed response to comprehensive business plan for completing the specified work in accordance with the scope. Detailed implementation plan. Response to training provided to employees involved directly in the collection process was very detailed. Good overall response to qualification and experience. Detailed response on overview of firm's years performing the scope of service. Firm has various locations throughout the country. Firms provides various types of collections. Detailed response to team's (prime and sub level) knowledge and project experience in the provision of services related to the project. Detailed response to team's (prime and sub level) capacity to perform work. Provided resumes of key individuals that will perform work on the project. Listed three projects of similar scope. Adequate response on detailing any Metro contract currently or previously held with Metro. Confirmed that Firm can adhere to the hours of availability requirement Monday through Saturday to accept payment in person (4 hours on Saturdays is acceptable). Confirmed that Firm will certify to Metro that all staff members performing duties on Metro accounts have passed a criminal background check performed by the Tennessee Bureau of Investigation semiannually.</p>
<p>Weakness: Response to organizational structure including defined responsibilities (prime and sub level) lacked specific detail and was in the wrong evaluation criteria section. Vendor exceeded the ten page limit for Qualifications and Experience. Failed to provide a response to demonstrate in detail efficient use of manpower, material resources, equipment, and technology necessary for completing the project efficiently within the constraints outlined in the scope.</p>

RFQ:392391-Collection Services		Max. RFP Cost Points
		40
Offeror's Name	Total Cost	RFP Cost Point Distribution
Automated Collection Services Inc.	\$15,506,250.00	40.00
Harris & Harris, Ltd	\$17,832,187.50	34.78