

_____Manager (Initial)



Notice of Intent to Award

Solicitation Number	396518	Award Date	11/7/2025 8:56 AM CST
Solicitation Title	Search Firm for Nashville General Hospital CEO		
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	AMN Leadership Solutions, Inc.	Company Contact	Shannon Schulz
Street Address	2999 Olympus Blvd, Suite 500		
City	Coppell	State	Texas
		Zipcode	75019

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.

A valid protest must demonstrate that the purchasing agent did not follow the law, the regulations, or the dictates of the solicitation. Protests based upon subjective scoring are not appropriate and may be grounds for placing the actual or prospective bidder, offeror, or contractor on the list of suspended or debarred persons.

Dennis Rowland

Dennis Rowland

Purchasing Agent & Chief Procurement Officer



(Initial)

Zak Kelley



RFQ –396518--Search Firm for Nashville General Hospital CEO

Company	Qualifications & Experience (40 Points)	Methodology and Approach (30 Points)	Cost Criteria (30 Points)	Financial Offer	Contract Exceptions (Y/N)	Total Points (100)
AMN Leadership Solutions, Inc.	35.00	30.00	15.52	\$174,000.00	Y	80.52
Buffkin & Associates, LLC dba Buffkin/Baker, LLC	15.00	15.00	15.00	\$180,000.00	N	45.00
Cejka Search, LLC dba Cross Country Search	17.00	15.00	22.50	\$120,000.00	Y	54.50
Diversified Search LLC	17.00	22.00	16.07	\$168,000.00	N	55.07
Korn Ferry (US)	32.00	30.00	11.74	\$229,980.00	N	73.74
LanceSoft, Inc.	12.00	14.00	18.00	\$150,000.00	N	44.00
Ready Set Exec Inc.	14.00	15.00	30.00	\$90,000.00	Y	59.00
Recruiter.com Ventures, Inc. dba Employer.com	7.00	5.00	22.50	\$120,000.00	Y	34.50
SarMark Enterprises, Inc. dba Berkeley Search Consultants	28.00	17.00	18.00	\$150,000.00	Y	63.00
Stanton Chase	32.00	28.00	18.00	\$150,000.00	N	78.00

AMN Leadership Solutions, Inc.	
Strengths	Weaknesses
<ul style="list-style-type: none">• Good overall and detailed response to methodology and approach and qualifications and experience.• Detailed response on how requirements and provisions of scope would be implemented.• Great capacity, Time built in for assessment that includes stakeholder input. Detailed comprehensive plan that included a fourteen-week plan that included key markers that are very appropriate for Nashville General Hospital.• Vendor has a substantial database currently in place for potential candidates.• Vendor has initial leadership assessment tools.• Adequate response on demonstrating efficient use of staffing, equipment, and technology necessary for providing the services efficiently within the constraints outlined in the scope.• Detailed response on project management methodology that will be utilized.• Detailed response on overview of firm's years performing the scope of service.• Detailed response to team's knowledge and project experience in the provision of services related to the project.• BE Smith Leadership Solution is a part of vendors overall experience.• Good capacity to perform work.• Key data points listed. Detailed response on project team’s organizational structure including defined responsibilities.• Attached resumes of key individuals that will perform work on the project.• Adequate response on current litigations.• Projects of similar size and scope.	<ul style="list-style-type: none">• Failed to provide dollar amount of projects.

Buffkin & Associates, LLC dba Buffkin/Baker, LLC	
Strengths	Weaknesses
<ul style="list-style-type: none">• Adequate response on firm's years performing the scope of service.• Good capacity to perform work.	<ul style="list-style-type: none">•Overall response to methodology and approach lacked specific detail.

<ul style="list-style-type: none"> Adequate response to current litigations. 	<ul style="list-style-type: none"> Vendor response to how the requirements and provisions of the scope of this project will be implemented lacked specific detail. Vendor comprehensive plan for completing the specified work in accordance with the scope was boilerplate. Vendors response on demonstrating efficient use of staffing, equipment, and technology necessary for providing the services efficiently within the constraints outlined in the scope lacked specific detail. Vendors project management methodology that would be utilized was boilerplate. Vendor seemed to lack an understanding of the scope of work for this solicitation by referencing onboarding a superintendent job in their response. Response to demonstrating team's knowledge and project experience in the provision of services related to the project was boilerplate. Vendors response on project team’s organizational structure including defined responsibilities lacked specific detail. Failed to attach resumes of key individuals that will perform work on the project. Failed to provide projects of similar scope.
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Cejka Search, LLC dba Cross Country Search	
Strengths	Weaknesses
<ul style="list-style-type: none"> Adequate response on overview of firm's years performing the scope of service. Adequate response on team's knowledge and project experience in the provision of services related to the project. Good capacity to perform work. Attached resumes of key individuals that will perform work on the project. Adequate response on current litigation(s). 	<ul style="list-style-type: none"> Vendors response on how the requirements and provisions of the scope of this project would be implemented was boilerplate. Response to comprehensive plan for completing the specified work in accordance with the scope was boilerplate and lacked specific detail. Failed to provide a response on efficient use of staffing, equipment, and technology necessary for providing the services efficiently within the constraints outlined in the scope. Response to project management methodology that would be utilized was boilerplate. Project team’s organizational structure including defined responsibilities lacked specific detail. Failed to provide projects of similar size and scope.

Diversified Search LLC	
Strengths	Weaknesses
<ul style="list-style-type: none"> Adequate response on how the requirements and provisions of the scope of this project would be implemented. Detailed response on comprehensive plan for completing the specified work in accordance with the scope. Response to project management methodology that would be utilized was boilerplate. Attached resumes of key individuals that will perform work on the project. Projects of similar size and scope. 	<ul style="list-style-type: none"> Failed to provide a response demonstrating efficient use of staffing, equipment, and technology necessary for providing the services efficiently within the constraints outlined in the scope. Response to overview of firm's years performing the scope of service lacked specific detail. Response to team's knowledge and project experience in the provision of services related to the project lacked specific detail. Response to team's capacity to perform work lacked specific detail. Response to project team’s organizational structure including defined responsibilities lacked specific detail. Failed to provide a response to current litigations.

Korn Ferry (US)	
Strengths	Weaknesses
<ul style="list-style-type: none"> Good overall detailed response to methodology and approach and qualifications and experience. Detailed and organized response on how requirements and provisions of scope would be implemented. Detail comprehensive plan for completing the specified work in accordance with the scope. Adequate response to staffing, equipment, and technology necessary for providing the services efficiently within the constraints outlined in the scope. Vendor will use KF4D software. Detailed response on project management methodology that would be utilized. Detailed response to overview of your firm's years performing the scope of service. 	<ul style="list-style-type: none"> Failed to attach resumes of key individuals that will perform work on the project. Vendor provided summary's not full resumes.

<ul style="list-style-type: none">Detailed response to team's knowledge and project experience in the provision of services related to the project.Good capacity to perform work.Detailed organizational structure including defined responsibilities.Adequate response on current litigations.Projects of similar size and scope.	
LanceSoft, Inc.	
Strengths	Weaknesses
<ul style="list-style-type: none">Good capacity to perform work.Adequate response to project team’s organizational structure including defined responsibilities.Adequate response to current litigation(s).	<ul style="list-style-type: none">Vendor exceeded 15-page limit.Vendor response on how the requirements and provisions of the scope of this project would be implemented is not in line with scope of services.Vendors response to the comprehensive plan for completing the specified work in accordance with the scope was boilerplate.Vendors’ response to efficient use of technology necessary for providing the services efficiently is not in line with constraints of the scope of work.Vendor response to project management methodology that would be utilized was boilerplate and lack an understanding of the scope of work.Vendors years performing the scope of services is less than the required five years minimum.Vendor team’s knowledge and project experience in the provision of services related to the project is less than five years.Team has no experience with healthcare recruiting.Failed to provide projects of similar scope.Failed to attach resumes of key individuals that will perform work on the project.Vendor provided summary's not full resumes.
Ready Set Exec Inc.	
Strengths	Weaknesses
<ul style="list-style-type: none">Vendor gave a detailed response on project timeline.Adequate response on demonstrating efficient use of staffing, equipment, and technology necessary for providing the services efficiently within the constraints outlined in the scope.Adequate response on detail the team's knowledge and project experience in the provision of services related to the project.Good capacity to perform work.Vendors response to project team’s organizational structure including defined responsibilities was detailed.Provided resumes of key individuals that will perform work on the project.Adequate response on current litigation(s).	<ul style="list-style-type: none">Vendor exceeded 15-page limit.Vendor response on how the requirements and provisions of the scope of this project would be implemented was boilerplate.Vendor referenced the incorrect project, Thompkins County Site for a kickoff meeting.Vendors response on comprehensive plan for completing the specified work in accordance with the scope was boilerplate and lacked specific detail.Vendor response to project management methodology that would be utilized was generic and boilerplate.Vendors years performing the scope of services is less than the required five years minimum.Failed to provide projects of similar scope.
Recruiter.com Ventures, Inc. dba Employer.com	
Strengths	Weaknesses
<ul style="list-style-type: none">Adequate response on current litigations.	<ul style="list-style-type: none">Vendor failed to provide information in the requested format.Vendor failed to provide information on how the requirements and provisions of the scope of this project will be implemented.Vendor failed to provide a detailed comprehensive plan for completing the specified work in accordance with the scope.Vendor failed to provide information on efficient use of staffing, equipment, and technology necessary for providing the services efficiently within the constraints outlined in the scope.Vendor failed to provide the project management methodology that would be utilized.Firm's response to years performing the scope of service lacked specific detail.Failed to provide details on the team's knowledge and project experience in the provision of services related to the project.

	<ul style="list-style-type: none">• Vendor lacked the capacity to perform work. Vendor failed to provide a project team’s organizational structure including defined responsibilities.• Vendor failed to attach resumes of key individuals that will perform work on the project.• Failed to provide projects of similar scope.
SarMark Enterprises, Inc. dba Berkeley Search Consultants	
Strengths	Weaknesses
<ul style="list-style-type: none">• Adequate response on how the requirements and provisions of the scope of this project will be implemented.• Detailed response on overview of your firm's years performing the scope of services.• Adequate response on demonstrating team's knowledge and project experience in the provision of services related to the project.• Team's capacity to perform work was limited.• Provided resumes of key individuals that will perform work on the project.• Adequate response on current litigations.• Provided two projects of similar size and scope.	<ul style="list-style-type: none">• Vendors response to the comprehensive plan for completing the specified work in accordance with the scope and project timeline lacked specific detail.• Vendor response on efficient use of staffing, equipment, and technology necessary for providing the services efficiently within the constraints outlined in the scope was boilerplate.• Vendors response on the project management methodology that would be utilized was boilerplate.• Failed to provide project team’s organizational structure including defined responsibilities.• Overall information was difficult to locate.
Stanton Chase	
Strengths	Weaknesses
<ul style="list-style-type: none">• Detailed response on how the requirements and provisions of the scope of this project will be implemented.• Adequate response on comprehensive plan for completing the specified work in accordance with the scope.• Detailed response on project management methodology that will be utilized.• Vendor will utilize community engagement, including stakeholders and get scoring from high quality and equity minded leaders.• Detailed response on demonstrating overview of your firm's years performing the scope of services.• Detailed response on the team’s knowledge and project experience in the provision of services related to the project.• Provide resumes of key individuals that will perform work on the project.• Projects of similar size and scope.	<ul style="list-style-type: none">• Failed to provide a response on demonstrating the efficient use of staffing, equipment, and technology necessary for providing the services efficiently within the constraints outlined in the scope.• Limited capacity to perform work.• Failed to provided project team’s organizational structure including defined responsibilities.• Failed to provide a response to current litigations.

RFQ: 396518 Search Firm for Nashville General Hospital CEO		Max. RFP Cost Points
		30
Offeror's Name	Total Cost	RFP Cost Point Distribution
AMN Leadership Solutions, Inc	\$174,000.00	15.52
Buffkin & Associates, LLC dba Buffkin/Baker, LLC	\$180,000.00	15.00
Cejka Search, LLC dba Cross Country Search	\$120,000.00	22.50
Diversified Search LLC	\$168,000.00	16.07
Korn Ferry (US)	\$229,980.00	11.74
LanceSoft, Inc.	\$150,000.00	18.00
Ready Set Exec Inc.	\$90,000.00	30.00
Recruiter.com Ventures, Inc. dba Employer.com	\$120,000.00	22.50
SarMark Enterprises, Inc. dba Berkeley Search Consultar	\$150,000.00	18.00
Stanton Chase	\$150,000.00	18.00