



METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY

July 17, 2018

Dave Collins
Porter Roofing Contractors Inc.
9057 Manchester Hwy.
Morrison, TN 37357

Re: **RFQ # 1033895, Myatt Production Building Roof Replacement**

Dear Mr. Dave Collins:

The Metropolitan Government of Nashville and Davidson County (Metro) has completed the evaluation of submitted solicitation offer(s) to the above RFQ # 1033895 for Myatt Production Building Roof Replacement. This letter hereby notifies you of Metro's intent to award to Porter Roofing Contractors Inc., contingent upon successful contract negotiations.

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 Christina Alexander by email at christina.alexander@nashville.gov Monday through Friday between 8:30am and 3:30pm.

If the Procurement Nondiscrimination 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. Should you have any questions concerning this requirement, please contact Tina Burt, BAO Representative, at 615-880-2783 or at tina.burt@nashville.gov.

Thank you for participating in Metro's competitive procurement process.

Sincerely,

A handwritten signature in blue ink, reading "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.

Enter Solicitation Title & Number Below

Myatt Production Building Roof Replacement; RFQ# 1033895

35

Offeror's Name

Bids

RFP Cost
Points

Porter Roofing Contractors Inc

\$1,600,464.00

35.00

Maxwell Roofing & Sheet Metal

\$1,799,722.00

31.12

RFQ# 1033895 -Myatt Production Building Roof Replacement**Evaluation Team Score Sheet**

Offeror	Maxwell Roofing & Sheet Metal	Porter Roofing Contractors Inc.
Contract Acceptance (Yes/No)	Yes	Yes
Cost Criteria (35)	31.12	35.00
Qualifications & Experience (25)	21.00	22.00
Project Approach & Process (20)	18.00	19.00
Project Schedule Risk & Risk Mitigation (20)	18.00	17.00
Total Evaluation Scores	88.12	93.00

Evaluation Comments

Maxwell
Strengths
Firm demonstrated relevant experience of proposed team members. Firm provided three (3) detailed projects within the last ten (10) calendar years of similar size, scope, and complexity. Firm provided detailed approach for quality management to include submitting progression reports on a daily basis.
Weaknesses
Firm lacked details in providing the project's organizational structure with defined responsibilities. Firm lacked details in providing current workload. Firm lacked details in providing knowledge of the project objectives/goal and identifying potential challenges. Firm lacked details in demonstrating efficient use of team members, materials, equipment and technology for completing the project. Firm failed to provide a description of policies for ensuring the project will be environmentally friendly. Firm failed to provide a detailed plan for construction access. Firm lacked details in providing a Management Summary that identifies key personnel/subcontractors and their assigned project roles. Firm failed to provide team's proposed project approach for major tasks and the number of crews for the tasks during construction. Firm lacked details in identifying risks associated with project, proposed schedule and risk mitigation plans. Firm lacked details in proposed schedule, identifying total number of calendar days for project from Notice to Proceed through Final Completion. Firm failed to provide subcontractor information and CCO certification.

Porter Roofing
Strengths
Firm provided project's organizational structure with defined project role responsibilities. Firm demonstrated relevant experience of proposed team members. Firm provided three (3) detailed projects within the last ten (10) calendar years of similar size, scope, and complexity. Firm provided detailed approach for quality management to include a quality assurance and control program that implements proper observation and documentation during construction. Firm provided detailed knowledge of the project objectives/goals and identifying potential challenges. Firm demonstrated efficient use of materials, equipment and technology for completing the project.
Weaknesses
Firm lacked details in providing current workload. Firm failed to provide a description of policies for ensuring the project will be environmentally friendly. Firm lacked details in provided plan for construction access. Firm lacked details in providing a Management Summary that identifies assigned project roles. Firm lacked details in providing team's proposed project approach for major tasks and the number of crews for the tasks during construction. Firm lacked details in proposed schedule and risk mitigation plans. Firm failed to identify total number of calendar days for project from Notice to Proceed through Final Completion.

BAO SBE Assessment Sheet

BAO Specialist: Tina R. Burt

Contract Specialist: Christina Alexander

Date: 06/21/2018

Department Name: General Services

RFP/ITB Number: 1033895

Project Name: Myatt Production Building Roof Replacement

Primary Contractor	SBE/SDV Requirement Acknowledged?	Comments
Porter Roofing Contractors, Inc.	Yes	SBE/SDV Plan: Prime acknowledged the 20% participation of SBE/SDV over life of the project as required by the solicitation and proposed the engagement of SDV firm Yad Consulting at 20%.

PNP Compliance Results Form

Department Name: General Services

RFP/ITB Number: 1033895

Myatt Production Building Roof Replacement

Primary Contractor	PNP Compliant (Yes/No)	Determination Comments/% of Participation Proposed
Porter Roofing Contractors, Inc.	Yes	Proposer is compliant with the Procurement Nondiscrimination Program requirements having reached out to three certified MWBE firms: Yad Consulting (WBE) - Accepted - 20%, CME Systems, Inc. (MBE) - Declined, and Edwards Mechanical Contractor, LLC (WBE) - Declined.

*Denotes Contractor with whom follow up was required

Date: 06/21/2018

Metro Buyer: Christina Alexander

BAO Rep: Tina Burt