



## METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY

January 9, 2018

Eddie Anderson  
Stringfellow, Inc.  
2710 Locust Street  
Nashville, TN 37207

Re: **RFQ # 1027679, Roadside Response Truck**

Dear Mr. Anderson:

The Metropolitan Government of Nashville and Davidson County (Metro) has completed the evaluation of submitted solicitation offer(s) to the above RFQ # 1027679 for Roadside Response Truck. This letter hereby notifies you of Metro's intent to award to Stringfellow, 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 Brad Wall by email at [brad.wall@nashville.gov](mailto:brad.wall@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 Jerval Watson, BAO Representative, at (615) 862-5461 or at [jerval.watson@nashville.gov](mailto:jerval.watson@nashville.gov).

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.

Enter Solicitation Title & Number Below						
Roadside Response Truck; RFQ # 1027679	Min. SBE/SDV Participation	Incentive Percentage	Incentive Calculator	Lowest Bid	MACP	Winning Bid
	0.0%	6.00%	94.00%	\$83,671	\$88,691	\$83,671
Offeror's Name	Bids	SBE	Participation Incentive Threshold	Participation Incentive	Incentive Evaluation Amount	Status of ITB Award
Stringfellow, Inc.	\$83,671	\$83,671	\$0	\$78,651	\$5,020	Awarded

### BAO SBE Assessment Sheet

BAO Specialist: Jerval Watson
Contract Specialist: Brad Wall
BAO Specialist: Jerval Watson

Department Name: Fleet
RFP/ITB Number: 1027679

Project Name: Roadside Response Truck

Primary Contractor*	Prime Bid Amount	Total Offered SBE (\$)	SBEs approved?	Total Approved SBE (\$)	SBE (%)	Comments
Stringfellow, Inc.	\$83,671.00	\$83,671.00	YES	\$ 83,671.00	100.00%	The primary contractor is confirmed as Metro approved SBE

\*For ITBs, only apparent low bidder will be listed.

**From:** [Lansky, Jay \(Fleet Management\)](#)  
**To:** [Wall, Brad \(Finance - Procurement\)](#)  
**Subject:** RE: RFQ # 1027679 Roadside Response Truck  
**Date:** Friday, December 15, 2017 3:20:24 PM

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Sorry I was on the phone and could not pick up....

Looks good to me,

Please move forward....

Thanks

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**From:** Wall, Brad (Finance - Procurement)  
**Sent:** Friday, December 15, 2017 3:12 PM  
**To:** Lansky, Jay (Fleet Management)  
**Subject:** RFQ # 1027679 Roadside Response Truck

Jay,

RFQ # 1027679 closed today at 2:00 P.M. with a single bidder. The single offer came in at \$83,671. Attached you will find the minimum specifications for this project. Do I have the departments approval to move forward and release the Intent to Award?

Thanks,

Brad Wall  
Procurement Officer III  
Department of Finance  
**Procurement Division**  
Metropolitan Nashville Davidson County  
730 2<sup>nd</sup> Avenue South, Ste. 101  
Nashville, TN 37210  
(615) 862-4273 (Office)

**From:** [Lane, Michelle \(Finance - Procurement\)](#)  
**To:** [Pittman, Genario \(Finance - Procurement\)](#)  
**Cc:** [Wall, Brad \(Finance - Procurement\)](#)  
**Subject:** RE: Sole Bidder Approval for RFQ # 1027679 (Roadside Response Truck)  
**Date:** Friday, January 05, 2018 5:38:27 PM  
**Importance:** High

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Guys, please forgive the delay on this.

Brad, thanks for this information. Pursuant to the provisions of Procurement Regulation 4.12.011.03, the award to a single offeror is approved.

Michelle A. Hernandez Lane  
Chief Procurement Officer/Purchasing Agent  
Department of Finance  
Procurement Division  
Metropolitan Nashville Davidson County  
730 2<sup>nd</sup> Avenue South, Ste. 101  
Nashville, TN 37201  
Office- 615.862.5471

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**From:** Pittman, Genario (Finance - Procurement)  
**Sent:** Tuesday, December 19, 2017 6:55 AM  
**To:** Lane, Michelle (Finance - Procurement)  
**Cc:** Wall, Brad (Finance - Procurement)  
**Subject:** FW: Sole Bidder Approval for RFQ # 1027679 (Roadside Response Truck)

Michelle,

When you get a chance, please see the email correspondence below regarding the single offeror approval request from Brad for RFQ#1027679 (Roadside Response Truck).

Thanks,  
Genario Pittman  
Senior Procurement Officer  
Department of Finance  
Procurement Division  
Metropolitan Nashville Davidson County  
730 2<sup>nd</sup> Avenue South, Ste. 101  
Nashville, TN 37210  
Office- 615.880.2641  
[genario.pittman@nashville.gov](mailto:genario.pittman@nashville.gov)

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**From:** Wall, Brad (Finance - Procurement)

**Sent:** Monday, December 18, 2017 3:35 PM

**To:** Pittman, Genario (Finance - Procurement) <Genario.Pittman@nashville.gov>

**Subject:** Sole Bidder Approval for RFQ # 1027679 (Roadside Response Truck)

Genario,

RFQ # 1027679 (Roadside Response Truck) closed with a single bidder, **Stringfellow, Inc.** The department considers the single offer as fair and reasonable and are in agreement to move forward in awarding **Stringfellow, Inc.** This ITB was solicited to registered vendors under the commodity code 25100000 (Motor Vehicles.) An adequate pool of offerors had an opportunity to submit a response to the solicitation. Will you please forward this request to Michelle, and if she approves of the single offer, then I will save her response with the solicitation documents and move forward.

Thanks,

Brad Wall

Procurement Officer III

Department of Finance

**Procurement Division**

Metropolitan Nashville Davidson County

730 2<sup>nd</sup> Avenue South, Ste. 101

Nashville, TN 37210

(615) 862-4273 (Office)