



METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY

February 20, 2018

Ryan Jarrett
YMCA of Middle TN
1000 Church Street
Nashville, TN 37203

Re: **RFQ # 1031661, Nashville After Zone Alliance Support**

Dear Mr. Jarrett:

The Metropolitan Government of Nashville and Davidson County (Metro) has completed the evaluation of submitted solicitation offer(s) to the above RFQ # 1031661 for Nashville After Zone Alliance Support. This letter hereby notifies you of Metro's intent to award to YMCA of Middle TN, 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 Scott Ghee by email at scott.ghee@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 jerval.watson@nashville.gov or at 615-862-5461.

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.

Award Justification for RFQ 1031661 - Nashville After Zone Alliance Support

Solicitation Title & Number	RFP Cost Points	RFP SBE/SDV Points	Total Cost Points
RFQ 1031661 - Nashville After Zone Alliance Support	28	7	35

Offeror's Name	Total Bid Amount	SBE/SDV Participation Amount	RFP Cost Points	RFP SBE/SDV Points	Total Cost Points
YMCA of Middle TN	\$1,368,743.35	\$0.00	28.00	0.00	28.00

YMCA of Middle TN	
Cost (35 points)	28
Firm Qualifications and Experience (35 points)	33
Project Approach and Process (30 points)	29
Total	90

YMCA of Middle TN
<p>Strengths – Firm has experience of similar size, scope and complexity. Firm provided detailed experience on similar projects. Firm has recent (2017) experience working with Metro. Firm demonstrated a good understanding of the project and expected outcomes.</p> <p>Weaknesses - Failed to discuss the qualifications of the subcontractors to produce the required outcomes.</p>

From: [Lane, Michelle \(Finance - Procurement\)](#)
To: [Ghee, Scott \(Finance - Procurement\)](#); [Cantlon, Judy \(Finance - Contract Compliance\)](#)
Subject: RE: Sole Bidder Approval for RFQ 1031661 - Nashville After Zone Alliance Support
Date: Tuesday, February 20, 2018 11:59:54 AM

Pursuant to the provisions of Procurement Regulation 4.12.011.03, the award to a single offeror is approved. Judy is sending the letter.

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

From: Ghee, Scott (Finance - Procurement)
Sent: Tuesday, February 20, 2018 11:59 AM
To: Lane, Michelle (Finance - Procurement); Cantlon, Judy (Finance - Contract Compliance)
Subject: RE: Sole Bidder Approval for RFQ 1031661 - Nashville After Zone Alliance Support

Yes, that is confirmed.

From: Lane, Michelle (Finance - Procurement)
Sent: Tuesday, February 20, 2018 11:59 AM
To: Ghee, Scott (Finance - Procurement); Cantlon, Judy (Finance - Contract Compliance)
Subject: RE: Sole Bidder Approval for RFQ 1031661 - Nashville After Zone Alliance Support

Scott, confirming that the department considers the offer from YMCA to be fair and reasonable?

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

From: Ghee, Scott (Finance - Procurement)
Sent: Tuesday, February 20, 2018 11:10 AM
To: Lane, Michelle (Finance - Procurement); Cantlon, Judy (Finance - Contract Compliance)

Subject: Sole Bidder Approval for RFQ 1031661 - Nashville After Zone Alliance Support
Importance: High

Good Morning Michelle,

I just conducted the evaluation meeting for RFQ 1031661 and have attached the award justification for your review since Sandra is out of the office. The evaluation team has reviewed the single offeror and recommends that an award be made to the YMCA of Middle TN. Please let me know if you approve of both the award justification as well as the sole bidder. If you do approve, please sign the Intent to Award Letter and I will send the award approval to you through the system. If you recall this is one of the two solicitations that I am currently working on that must be in place by the end of February. Let me know if you have any questions.

Thanks,

Scott Ghee
Procurement Officer
Department of Finance
Procurement Division
Metropolitan Nashville Davidson County
730 2nd Avenue South, Ste. 101
Nashville, TN 37210
Office- 615.880.3130