



METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY

May 4, 2018

Leah Sherry
Turnip Green Creative Reuse
1305 Tremont Avenue
Nashville, TN 37212

Re: **RFQ # 1033752, Education Waste Program Services**

Dear Mrs. Sherry:

The Metropolitan Government of Nashville and Davidson County (Metro) has completed the evaluation of submitted solicitation offer(s) to the above RFQ # 1033752 for Education Waste Program Services. This letter hereby notifies you of Metro's intent to award to Turnip Green Creative Reuse, 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 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 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.

RFQ # 1033752 - Education Waste Program Services
Evaluation Team Score Sheet

Offeror	808 Education LLC	My Toolbox Consulting	Turnip Green Creative Reuse	Wilmot Inc
Contract Acceptance	Accepted	Accepted	Accepted	Accepted
Cost Criteria (40 Points)	5.07	1.34	32.01	13.48
Experience and Qualifications (30 Points)	15	17	30	23
Project Approach and Capacity (30 Points)	14	18	29	22
Total Evaluation Scores (100 Points Total)	34.07	36.34	91.01	58.48

808 Education LLC

Strengths - The vendor provided a detailed overview of their firm. Firm provided detailed experience in performing work associated with school districts of similar size.

Weaknesses - The firm's experience with teaching all age groups about recycling practices lacked detail. The firm's experience in organizing zero waste events lacked detail. The firm's experience in performing work associated with school districts of similar scope and complexity lacked detail. Firm failed to provide experience working with neighborhood groups, community festivals, and organizations. Firm's experience in performing work associated with school districts of similar scope and complexity lacked detail. The sample curriculum used for each project and the narrative describing how the curriculum relates to the scope of work for this solicitation lacked detail. The firm failed to provide at least five (5) years' experience developing and teaching waste reduction curriculum within school districts. The description of how the firm would update and develop educational materials and curriculum to ensure that the information stays current and meets the requirements of the State of Tennessee lacked detail. The firm didn't address their zero waste policies and practices. The organizational work chart lacked detail. The firm failed to indicate the total number of educators in the work chart. The firm failed to describe in detail the educational tools that will be available at workshops.

My Toolbox Consulting

Strengths - The vendor provided a detailed overview of their firm. The firm provided detailed experience working with neighborhood groups, community festivals, and organizations. Firm provided detailed experience in performing work associated with school districts of similar size. The firm provided a detailed description of their access to space for hosting workshops. The firm provided a detailed description of the educational tools that will be available at workshops.

Weaknesses - The firm's experience with teaching all age groups about waste reduction and recycling practices lacked detail. The firm failed to provide experience with organizing zero waste events. The firm's experience in performing work associated with school districts of similar scope and complexity lacked detail. The firm failed to provide a sample of curriculum used for each project and a narrative describing how the curriculum relates to the scope of work for this solicitation. The firm has not engaged in developing and teaching curriculum directly related to waste reduction. The firm does not currently have formal zero waste policies and practices in place. The organizational work chart lacked detail. The firm failed to indicate the total number of educators in the work chart.

Turnip Green Creative Reuse

Strengths - The vendor provided a detailed overview of their firm. The firm provided a detailed description of their experience in teaching all age groups about waste reduction and recycling practices. The firm provided detailed experience working with neighborhood groups, community festivals, and organizations. The firm provided detailed experience with organizing zero waste events. The firm provided detailed experience in performing work associated with school districts of similar size, scope, and complexity. The firm provided detailed sample curriculum used for each project and a narrative describing how the curriculum relates to the scope of work for this solicitation. The firm provided detailed experience developing and teaching waste reduction curriculum within school districts. The firm provided a detailed understanding of the project and scope of work. The firm provided a detailed description of how they would update and develop educational materials and curriculum to ensure that the information stays current and meets the requirements of the State of Tennessee. The firm provided a detailed description of their zero waste policies and practices. The firm provided a detailed organizational work chart that included 46 educators along with their availability. The firm provided a detailed description of the educational tools that will be available at workshops. All tools that will be available at workshops incorporate zero waste practices.

Weaknesses - The firm's description of their access to space for hosting workshops lacked detail.

Wilmot Inc

Strengths - The vendor provided a detailed overview of their firm. The firm provided a detailed description of their experience in teaching waste reduction and recycling practices. The firm provided a detailed understanding of the project and scope of work. The firm provided a detailed description of their zero waste policies and practices.

Weaknesses - The firm's experience in organizing zero waste events lacked detail. The firm failed to provide a sample of curriculum used for each project and a narrative describing how the curriculum relates to the scope of work for this solicitation. The availability of the educators from the organizational work chart lacked detail.

Solicitation Title & Number			RFP Cost Points	RFP SBE/SDV Points	Total Cost Points
Education Waste Program Services; RFQ # 1033752			32	8	40
Offeror's Name	Total Bid Amount	SBE/SDV Participation Amount	RFP Cost Points	RFP SBE/SDV Points	Total Cost Points
808 Education LLC	\$336,488.28	\$0.00	5.07	0.00	5.07
My Toolbox Consulting	\$1,274,192.59	\$0.00	1.34	0.00	1.34
Turnip Geen Creative Reuse	\$53,322.34	\$300.00	32.00	0.01	32.01
Wilmot, Inc	\$311,174.65	\$241,160.35	5.48	8.00	13.48

PNP Compliance Results Form

Department Name: Public Works
RFP/ITB Number: 1033752
Education Waste Program Services

Primary Contractor	PNP Compliant (Yes/No)	
Turnip Green Creative Reuse	Yes	Proposer is compliant with the Procurement Nondiscrimination Program requirements having reached out to three certified MWBE firms: The Barr Group (WBE) - Accepted - 0.6%, Joyner and Hogan Printing (WBE) - Accepted - 0.6%, and Metro Office Solutions (MBE) - Accepted - 0.6%.

*Denotes Contractor with whom follow up was required
 Date: 04/25/2018
 Metro Buyer: Brad Wall
 BAO Rep: Tina R. Burt

BAO SBE Assessment Sheet

BAO Specialist: Tina R. Burt
 Contract Specialist: Brad Wall
 Date: 04/25/2018

Department Name: Public Works
 RFP/ITB Number: 1033752
 Project Name: Education Waste Program Services

Primary Contractor*	Prime Bid Amount	Total Offered SBE (\$)	SBEs approved?	Total Approved SBE (\$)	SBE (%)	Comments
Turnip Green Creative Reuse	\$53,322.34	\$300	Yes	\$300	0.6%	Prime acknowledged the SBE/SDV participation expectations and proposed the engagement of SBE firm Metro Office Solutions @ 0.6%.

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