



## METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY

September 19, 2018

Stephanie Elliott  
FitWorx, LLC  
7101 Sharondale Court, Suite 100  
Brentwood, TN 37027

Re: **RFQ # 1035680, Purchase, Installation, and Maintenance of Fitness Equipment**

Dear Mrs. Elliott:

The Metropolitan Government of Nashville and Davidson County (Metro) has completed the evaluation of submitted solicitation offer(s) to the above RFQ # 1035680 for Purchase, Installation, and Maintenance of Fitness Equipment. This letter hereby notifies you of Metro's intent to award to FitWorx, LLC, contingent upon successful contract negotiations. Please provide a certificate of Insurance indicating all applicable coverages within 15 business days of the receipt of this letter.

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.

Additionally the awardee will be required to submit evidence of participation of and contractor's payment to all Small, Minority, and Women Owned Businesses participation in any resultant contract. This evidence shall be submitted monthly and include copies of subcontracts or purchase orders, the Prime Contractor's Application for Payment, or invoices, and cancelled checks or other supporting payment documents. Should you have any questions concerning this requirement, please contact Joe Ann Carr, BAO Representative, at (615) 880-2338 or at [joeann.carr@nashville.gov](mailto:joeann.carr@nashville.gov).

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.

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.

Procurement Division

730 Second Avenue South, Suite 112  
P.O. Box 196300  
Nashville, Tennessee 37219-6300

[www.Nashville.gov](http://www.Nashville.gov)  
Phone: 615-862-6180  
Fax: 615-862-6179

**RFQ # 1035680 - Purchase, Installation, and Maintenance of Fitness Equipment**

	<b>123 Wellness Inc.</b>	<b>Dane Fitness</b>	<b>Direct Fitness Solutions</b>	<b>FitWorx, LLC</b>	<b>Fitness and Exercise Solutions</b>
Contract Acceptance	Accepted	Accepted	Accepted	Accepted	Accepted
Cost (40 Points)	25.75	32.00	30.99	37.05	22.24
Experience and Qualifications (25 Points)	16	22	10	22	18
Management/Quality Plan (35 points)	20	29	15	28	23
<b>Total (100 Points)</b>	<b>61.75</b>	<b>83.00</b>	<b>55.99</b>	<b>87.05</b>	<b>63.24</b>

**123 Wellness Inc.**

**Strengths** - The contractor provided a detailed overview of their firm. Firm provided a detailed description of their experience providing goods and services of similar size, scope, and complexity to municipal and commercial clients.

**Weaknesses** - Failed to include an organization chart of the key individuals and subcontractors that will be utilized in providing the management and services defined in the scope of work. Failed to include resumes of the key individuals that will be performing the scope of work. The projects submitted to illustrate five (5) years' experience lacked specific detail on the project duration, similarity between the scope of work for Metro and how it's related to the reference project, statement of successes and assessment of how the firm/team performed, and the budget for each project. The firm's plan for receiving calls, scheduling, and dispatch capability lacked detail. The firm's experience in training lacked detail. The firm's warranty repair procedures and response times lacked detail. The firm's description for their standard warranty for parts and labor lacked detail. The firm's description of their plan and approach of providing a layout/fitness equipment plan after receiving information through AutoCAD Release 18 lacked detail.

**Dane Fitness**

**Strengths** - Detailed overview of the firm. Firm provided detailed resumes of the key individuals that will be performing the scope of work. Firm provided a detailed description of their experience providing goods and services of similar size, scope, and complexity to municipal and commercial clients. Detailed warranty repair procedures and response times. Firm provided a detailed description of their standard warranty. Firm provided a detailed plan/strategy for maintaining and repairing fitness equipment.

**Weaknesses** - Failed to include an organization chart of the key individuals and subcontractors that will be utilized in providing the management and services defined in the scope of work. Two of the projects submitted to illustrate five (5) years' experience were not of the same scope; specifically, the firm used refurbished equipment. Firm's plan for scheduling and dispatch capability lacked detail. The firm's description of their plan and approach of providing a layout/fitness equipment plan after receiving information through AutoCAD Release 18 lacked detail.

### Direct Fitness Solutions

**Strengths** - Detailed overview of the firm. Firm provided a detailed description of their standard warranty. Firm provided a detailed plan/strategy for maintaining and repairing fitness equipment.

**Weaknesses** - Failed to include an organization chart of the key individuals and subcontractors that will be utilized in providing the management and services defined in the scope of work. Failed to include resumes of the key individuals that will be performing the scope of work. The firm's experience in providing goods and services of similar size, scope, and complexity to municipal and commercial clients lacked detail. The projects submitted to illustrate five (5) years' experience lacked specific detail on the project duration, similarity between the scope of work for Metro and how it's related to the reference project, statement of successes and assessment of how the firm/team performed. The firm's plan for receiving calls, scheduling, and dispatch capability lacked detail. The firm's experience with customer service, training and repairs lacked detail. The firm's delivery assurance for the purchase of new equipment lacked detail. The firm's warranty repair procedures and response times lacked detail. The firm failed to provide their plan and approach of providing a layout/fitness equipment plan after receiving information through AutoCAD Release 18.

### FitWorx, LLC

**Strengths** - Detailed overview of the firm. Firm provided a detailed description of their experience providing goods and services of similar size, scope, and complexity to municipal and commercial clients. The firm provided a detailed organization chart of the key individuals and subcontractors that will be utilized in providing the management and services defined in the scope of work. The firm provided a detailed description of the experience with customer service, support, training and repairs. Detailed warranty repair procedures and response times. The firm provided a detailed description of their plan and approach of providing a layout/fitness equipment plan after receiving information through AutoCAD Release 18.

**Weaknesses** - The resumes of the key individuals that will be performing the scope of work lacked detail. The projects submitted to illustrate five (5) years' experience lacked specific detail on the similarity between the scope of work for Metro and how it's related to the reference project, statement of successes and assessment of how the firm/team performed. Firm's plan for scheduling new orders and needed repairs lacked detail. The firm's description for their standard warranty for parts and labor lacked detail. The firm's plan/strategy for maintaining and repairing fitness equipment lacked detail.

### **Fitness and Exercise Solutions**

**Strengths** - Detailed overview of the firm. Firm provided a detailed description of their experience providing goods and services of similar size, scope, and complexity to municipal and commercial clients. The reference projects submitted to illustrate five (5) years' experience were of similar size and complexity. The firm provided a detailed description of their process for receiving calls, and dispatch capability for new orders and needed repairs. Firm provided a detailed description of their standard warranty.

**Weaknesses** - Failed to include an organization chart of the key individuals and subcontractors that will be utilized in providing the management and services defined in the scope of work. Failed to include resumes of the key individuals that will be performing the scope of work. One of the projects submitted to illustrate five (5) years' experience was not of the same scope; specifically, the firm used refurbished equipment. The firm failed to provide their plan and approach of providing a layout/fitness equipment plan after receiving information through AutoCAD Release 18.

Solicitation Title & Number			RFP Cost Points	RFP SBE/SDV Points	Total Cost Points
Purchase, Installation, and Maintenance of Fitness Equipment; RFQ # 1035680			32	8	40
Offeror's Name	Total Bid Amount	SBE/SDV Participation Amount	RFP Cost Points	RFP SBE/SDV Points	Total Cost Points
123 Wellness Inc.	\$7,234,457.67	\$0.00	25.75	0.00	25.75
Dane Fitness	\$5,820,690.82	\$0.00	32.00	0.00	32.00
Direct Fitness Solutions	\$6,011,081.69	\$0.00	30.99	0.00	30.99
FitWorx, LLC	\$6,412,093.45	\$5,963,246.91	29.05	8.00	37.05
Fitness and Exercise Solutions	\$8,374,067.13	\$0.00	22.24	0.00	22.24

## PNP Compliance Results Form

Department Name: Metro General Services

RFP/ITB Number: 1035680

Procurement Name: Purchase, Installation, and Maintenance of Fitness Equipment

Primary Contractor	PNP Compliant (Yes/No)	Determination Comments/% of Participation Proposed or Bid
FitWorx, LLC	Yes	FitWorx, LLC is compliant with the requirements of the Procurement NonDiscrimination Program having engaged in good faith effort outreach to registered, certified MWBEs: Mason Trucking -MBE (Declined) , Trojan Labor-WBE (Declined) and Time Logistics - WBE (Declined).

\*Denotes Contractor with whom follow up was required

Date: 09/10/18

Metro Buyer: Brad Wall

BAO Rep: JoeAnn Carr

## BAO SBE Assessment Sheet

**BAO Specialist:** Carr, JoeAnn

**Contract Specialist:** Brad Wall

**Date:** 09/10/18

**Department Name:** General Services

**RFP/ITB Number:** 1035680

**Project Name:** Purchase, Installation, and Maintenance of Fitness Equipment

Primary Contractor*	Prime Bid Amount	Total Proposed SBE (\$)	SBE Subs approved?	SBE (%)	Comments
FitWorx, LLC	\$6,412,093.45	\$5,963,246.91	none	93.00%	Prime is a Metro- approved SBE and proposed no Metro-approved SBE subcontractors.

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