



METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY

August 13, 2019

Ms. Beth Seeley
Butler Animal Health Supply, LLC
dba Henry Schein Animal Health
400 Metro Place North
Dublin, OH 43017

Re: **RFQ # 1179660 Medical Supplies for Parasite Control / Medical and Surgical Supplies**

Dear Ms. Beth Seeley:

The Metropolitan Government of Nashville and Davidson County (Metro) has completed the evaluation of submitted solicitation offer(s) to the above RFQ # **1179660 Medical Supplies for Parasite Control / Medical and Surgical Supplies**. This letter hereby notifies you of Metro's intent to award to Butler Animal Health Supply, 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 Jerval Watson, BAO Representative, at 615-862-5461 or at Jerval.Watson@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 Daniel Drumwright by email at Daniel.Drumwright2@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 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.

Procurement Division

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

www.Nashville.gov
Phone: 615-862-6180
Fax: 615-862-6179

From: [Watson, Jerval \(Finance - Contract Compliance\)](#)
To: [Drumwright, Daniel \(Finance - Purchasing\)](#)
Subject: RE: RFQ 1179660 Medical Supplies for Parasite Control Medical and Surgical Supplies
Date: Thursday, July 11, 2019 10:23:28 AM
Attachments: [image001.png](#)

Good Morning Daniel –

I have reviewed the bid for the RFQ #1179660 Medical Supplies for Parasite Control Medical and Surgical Supplies and I have confirmed that there is no SBE participation. Let me know if you have any additional questions.

Best,

Jerval Watson
Metro Nashville Government
615-862-5461

**For more information about the
Equal Business Opportunity Program
Contact BAO at baonashville.gov**



From: Drumwright, Daniel (Finance - Purchasing)
Sent: Wednesday, July 3, 2019 11:56 AM
To: Watson, Jerval (Finance - Contract Compliance)
Subject: RFQ 1179660 Medical Supplies for Parasite Control Medical and Surgical Supplies

Jerval,

Please review both Bid Tabs for SBE/SDV Approval.

Thanks,

Daniel Drumwright
Procurement Officer II
Department of Finance
(615)862-6632
Daniel.Drumwright2@nashville.gov