



## METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY

January 8, 2020

Rick Stark  
John Bouchard & Sons Co.  
1024 Harrison St.  
Nashville, TN 37203

Re: **RFQ# 21012, Provide New Cast Iron Sewer Boxes, Covers and Grates to Metro Water Services**

Dear Mr. Stark:

The Metropolitan Government of Nashville and Davidson County (Metro) has completed the evaluation of submitted solicitation offer(s) to the above RFQ# 21012, Provide New Cast Iron Sewer Boxes, Covers and Grates to Metro Water Services. This letter hereby notifies you of Metro's intent to award to **John Bouchard & Sons Co.**, 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 Equal Business Opportunity (EBO) 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](mailto: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 Buyer **Marissa Conklin** by email at [Marissa.conklin@nashville.gov](mailto:Marissa.conklin@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](http://www.Nashville.gov)  
Phone: 615-862-6180  
Fax: 615-862-6179

Enter Solicitation Title & Number Below

Provide New Cast Iron Sewer Boxes,  
Covers and Grates to Metro Water  
Services; RFQ# 21012

	Min. SBE/SDV Participation	Incentive Percentage	Incentive Calculator	Lowest Bid	MACP	Winning Bid
	0.0%	1.00%	99.00%	\$1,415,528.59	\$1,429,683.88	\$1,415,528.59
Offeror's Name	Bids	SBE	Participation Requirement	Participation Incentive	Incentive Evaluation Amount	Status of ITB Award
John Bouchard & Sons Co	\$ 1,415,528.59	\$0.00	\$0	\$0.00	\$1,415,528.59	Awarded

## Conklin, Marissa (Finance-Procurement)

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**From:** Watson, Jerval (Finance - Contract Compliance)  
**Sent:** Wednesday, January 08, 2020 9:11 AM  
**To:** Conklin, Marissa (Finance-Procurement)  
**Subject:** RE: BAO small business compliance review request for RFQ# 21012 Provide New Cast Iron Sewer Boxes, Covers and Grates to Metro Water Services

Good Morning Marissa –

I have reviewed the bid for the RFQ #21012 Provide New Cast Iron Sewer Boxes, Covers, and Gates to Metro Water Services and I have confirmed that there is no SBE participation. Let me know if you have any additional questions.

Happy New Year!!

Best,

Jerval Watson  
Business Development Officer  
Department of Finance  
Office of Minority and Women Business Assistance (BAO)  
Metropolitan Nashville Davidson County Government  
730 2nd Avenue South, 1st Floor; PO Box 196300  
Nashville, TN 37219-6300  
(P)615-862-5461; (F)615-862-6175



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**From:** Conklin, Marissa (Finance-Procurement) <Marissa.Conklin@nashville.gov>  
**Sent:** Monday, December 30, 2019 2:59 PM  
**To:** Watson, Jerval (Finance - Contract Compliance) <Jerval.Watson@nashville.gov>  
**Cc:** Pittman, Genario (Finance - Procurement) <Genario.Pittman@nashville.gov>; Lane, Michelle (Finance - Procurement) <Michelle.Lane@nashville.gov>  
**Subject:** BAO small business compliance review request for RFQ# 21012 Provide New Cast Iron Sewer Boxes, Covers and Grates to Metro Water Services

Jerval,

RFQ# 21012 Provide New Cast Iron Sewer Boxes, Covers and Grates to Metro Water Services closed with a single bid.  
Will you conduct a BAO compliance review?

Please see the bid tab and quote detail report attached for reference purposes.

## Conklin, Marissa (Finance-Procurement)

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**From:** Lane, Michelle (Finance - Procurement)  
**Sent:** Monday, December 30, 2019 2:49 PM  
**To:** Conklin, Marissa (Finance-Procurement)  
**Cc:** Pittman, Genario (Finance - Procurement)  
**Subject:** Re: RFQ# 21012 Provide New Cast Iron Sewer Boxes, Covers and Grates to Metro Water Services

Award to a single offeror is approved.

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**From:** Conklin, Marissa (Finance-Procurement) <Marissa.Conklin@nashville.gov>  
**Sent:** Friday, December 20, 2019 2:16:24 PM  
**To:** Lane, Michelle (Finance - Procurement) <Michelle.Lane@nashville.gov>  
**Cc:** Pittman, Genario (Finance - Procurement) <Genario.Pittman@nashville.gov>  
**Subject:** FW: RFQ# 21012 Provide New Cast Iron Sewer Boxes, Covers and Grates to Metro Water Services

Michelle,

RFQ #21012 closed with a single bidder, Provide New Cast Iron Sewer Boxes, Covers and Grates to Metro Water Services. The department considers the single offer as fair and reasonable and are in agreement to move forward in awarding to John Bouchard & Sons Co . This ITB was solicited to registered vendors under the commodity code 40170000 and 31100000. An adequate pool of offerors had an opportunity to submit a response to the solicitation. Please review this single offer for approval. Thanks.

Marissa Conklin

Procurement

Department of Finance

Procurement Division

Metropolitan Nashville Davidson County

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

Nashville, TN 37210

615.880.3130

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**From:** Bretz, Bill (WS) <Bill.Bretz@nashville.gov>  
**Sent:** Friday, December 20, 2019 2:00 PM  
**To:** Conklin, Marissa (Finance-Procurement) <Marissa.Conklin@nashville.gov>  
**Subject:** RE: RFQ# 21012 Provide New Cast Iron Sewer Boxes, Covers and Grates to Metro Water Services

Yes.

Bill Bretz-Business & Finance Officer 4/Inventory Manager MWS Stores

615-762-8368 mobile

615-862-4952 office

Requests for quotes are for quotes only. Approval for purchase will be in separate e-mail notification.

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**From:** Conklin, Marissa (Finance-Procurement)  
**Sent:** Wednesday, December 18, 2019 2:08 PM  
**To:** Bretz, Bill (WS)  
**Cc:** Belcher, Stephanie (WS)  
**Subject:** RFQ# 21012 Provide New Cast Iron Sewer Boxes, Covers and Grates to Metro Water Services

Bill,  
The solicitation for RFQ# 21012 Provide New Cast Iron Sewer Boxes, Covers and Grates to Metro Water Services closed today with a single bidder. Please see the attached bid form from the single bidder we had.

Do you find the offer fair and reasonable?

Thank You.

Marissa Conklin

Procurement