METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY

May 26, 2020

Jessica Hoke
Nashville CARES
633 Thompson Lane
Nashville TN 37204

Re: ***RFQ# 42015 Ryan White Part A Services – Medical Case Management; Non-Medical Case Management; MAI; Psychosocial; Mental Health; EIS; Food Bank/Nutrition/Delivery Services; Medical Transportation; Housing; Emergency Financial Assistance (EFA)***

Dear Ms. Hoke:

The Metropolitan Government of Nashville and Davidson County (Metro) has completed the evaluation of submitted solicitation offer(s) to the above RFQ# **42015 Ryan White Part A Services - *Medical Case Management; Non-Medical Case Management; MAI; Psychosocial; Mental Health; EIS; Food Bank/Nutrition/Delivery Services; Medical Transportation; Housing; Emergency Financial Assistance (EFA)***. This letter hereby notifies you of Metro's intent to award to **Nashville CARES**, 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 **Joe Ann Carr**, BAO Representative, at **615 880-2338** or at **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 Buyer **Christina Alexander** by email at **christina.alexander@nashville.gov** Monday through Friday between 8:30am and 3:30pm.

Thank you for participating in Metro's competitive procurement process.

Sincerely,

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.