



## METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY

June 16, 2020

Jennifer Duncan  
Gresham Smith  
222 Second Avenue S. Ste#1400  
Nashville TN 37201

Re: **RFQ 8010 Metro Parks Project Management and Design Services**

Dear Ms. Duncan:

The Metropolitan Government of Nashville and Davidson County (Metro) has completed the evaluation of submitted solicitation offer(s) to the above RFQ **8010 Metro Parks Project Management and Design Services**. This letter hereby notifies you of Metro's intent to award to **Gresham Smith**, 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 **Christopher Wood**, BAO Representative, at **615-862-6710** or at [Christopher.wood@nashville.gov](mailto:Christopher.wood@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](mailto:christina.alexander@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](#)

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[www.Nashville.gov](http://www.Nashville.gov)  
Phone: 615-862-6180  
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**RFQ# 8010 Metro Parks Project Management and Design Services  
Review Board Score Sheet**

Offeror	Barge Design Solutions Inc	Collier Engineering Co Inc	Gresham Smith	Hart Freeland Roberts Inc	KCI Technologies Inc	Kimley-Horn & Assoc Inc	Melvin L Gill Jr dba Melvin Gill Architects
Contract Acceptance	Yes	Yes	Yes	Yes	Yes	Yes w/exceptions	Yes
Qualifications & Expertise of Team Members (40)	39.00	39.00	38.00	Non-Responsive	39.00	39.00	36.00
Experience on Similar Projects (30)	30.00	30.00	28.00		29.00	29.00	26.00
Business Plan and Methodology (30)	28.00	28.00	27.00		29.00	28.00	26.00
<b>Total Evaluation Scores</b>	<b>97.00</b>	<b>97.00</b>	<b>93.00</b>	<b>0.00</b>	<b>97.00</b>	<b>96.00</b>	<b>88.00</b>

**Review Comments**

<b>Barge Design Solutions Inc</b>
<b>Strengths</b>
Firm provided resumes for key team members. Firm's proposal clearly defined proposed project team structure to include defined responsibilities for each role. Firm's proposal provided at least 5 years of experience to include reference projects of similar size, scope and complexity, and demonstrated experience working with Governmental agencies and provided all of the solicitation evaluative components required with the exception of the below weaknesses.
<b>Weaknesses</b>
Firm's proposal lacked detail in demonstrating proposed teams experience working together. Firm's step by step narrative lacked detail in explaining innovative or progressive approach to perform the scope of work for this solicitation.

**Collier Engineering Co Inc**

**Strengths**

Firm provided resumes of proposed team members. Firm's proposal demonstrated project experience of similar size, scope and complexity of Metro's project listed in scope of work for this solicitation and provided all of the solicitation evaluative components required with the exception of the below weaknesses.

**Weaknesses**

Firm's proposal did not clearly define team member responsibilities for Metro Projects for scope of work in this solicitation. Firm's proposal lacked detail for an innovative or progressive approach to be used for Metro Projects and Business Plan and Methodology for the site master plan lacked detail.

**Gresham Smith**

**Strengths**

Firm provided resumes for proposed team member. Firm provided reference projects from Government Agency within the past five years and provided all of the solicitation evaluative components required with the exception of the below weaknesses.

**Weaknesses**

Firm's proposed CEI coverage is limited for site work. Firm's Greenway projects provided were not of similar size, scope and complexity of the scope of work for this solicitation. Firm's proposed team member roles lacked clarity for each team member's responsibility. Firm's proposed site master plan, site design and construction administration lacked detail. Firm's step by step narrative lacked detail. Firm's Business Plan and Methodology lacked detail for the site master plan, site design, construction administration and innovative and progressive approach to perform the scope of work outlined in the solicitation.

**Hart Freeland Roberts Inc**

**Strengths**

**Weaknesses**

Not evaluated - deemed non-responsive for failure to submit required EBO documents.

### **KCI Technologies Inc**

#### **Strengths**

Firm provided resumes for proposed team members. Firm provided reference projects of similar size, scope and complexity and provided all of the solicitation evaluative components required with the exception of the below weaknesses.

#### **Weaknesses**

Firm proposed 2 organizational charts that did not align with one another. firm's proposal lacked detail in demonstrating proposed team's experience working together. Firm's Business Plan and Methodology for the master plan lacked detail.

### **Kimley-Horn & Assoc Inc**

#### **Strengths**

Firm provided resumes for proposed team members. Firm provided reference projects of similar size, scope and complexity and provided all of the solicitation evaluative components required with the exception of the below weaknesses.

#### **Weaknesses**

Firm submitted contract exceptions. Firm provided unclear organizational chart that needs clarity for team member roles. Firm provided multiple licenses that are expired. Firm's reference projects lacked detail for project duration(s). Firm's Business plan and Methodology step by step narrative lacked detail.

### **Melvin L Gill Jr dba Melvin Gill Architects**

#### **Strengths**

Firm's proposal provided detailed team member informational chart and provided all of the solicitation evaluative components required with the exception of the below weaknesses.

#### **Weaknesses**

Firm's proposal lacked detail for experience on park projects and team's overall skill set and philosophy aligning to Metro's values, goals and mission statement. Firm's proposed CEI coverage is limited for site work. Reference projects listed lacked detail for project schedule and proposed team member's involvement, as well as exceeds the last 5-year period request. Firm's step by step narrative lacked detail for proposed tasks and innovative and progressive approach to perform scope of work outlined in the solicitation.

**BAO SBE Assessment Sheet**

<b>BAO Specialist: Christopher S. Wood</b>
<b>Contract Specialist: Genario Pittman/Chris Alexander</b>
<b>Date: 02/26/2020</b>
<b>Department Name: Metro Parks</b>
<b>RFP/ITB Number: 8010</b>
<b>Project Name: Metro Parks Project Management and Design Services (A&amp;E)</b>

Primary Contractor	SBE/SDV Requirement Acknowledged?	Comments
Barge Design Solutions, Inc.	Yes	Proposer acknowledged the 20% SBE/SDV participation expectation over the life of the project as required by the solicitation. Proposed the engagement of SBE firms: Hodgson Douglas Landscape Architecture (HDLA), Pillars Development, LLC, Varallo Public Relations, Wilmot, Inc., LDA Engineering
Collier Engineering Co, Inc.	Yes	Proposer acknowledged the 20% SBE/SDV participation expectation over the life of the project as required by the solicitation. Proposed the engagement of SBE firms: HDLA, Dryden Architecture and Design, Booker Engineering, Power management Corporation, EMC Structural Engineering, Connico, Wilmot
Gresham Smith	Yes	Proposer acknowledged the 20% SBE/SDV participation expectation over the life of the project as required by the solicitation. Proposed the engagement of SBE firms: Capital Project Solutions, Connico Inc., Logan Patri Engineering, Inc., Win Engineering.
KCI Technologies	Yes	Proposer acknowledged the 20% SBE/SDV participation expectation over the life of the project as required by the solicitation. Proposed the engagement of SBE firms Hawkins Partners, Inc., Logan Patri Engineering, Inc., Booker Engineering, Inc., Wilmot Inc.
Kimley-Horn and Associates, Inc.	Yes	Proposer acknowledged the 20% SBE/SDV participation expectation over the life of the project as required by the solicitation. Proposed the engagement of SBE firms: Civil Infrastructure Associates, LLC (CIA), Connico Incorporated, EMC Structural Engineers, P.C., Geotek Engineering Company, Inc., HDLA, Pinnacle Construction Partners, LLC
Melvin L Gill Jr dba Melvin Gill Architects	Yes	Proposer acknowledged the 20% SBE/SDV participation expectation over the life of the project as required by the solicitation. The prime is an approved SBE and proposed the engagement of SBE firms: BuildingsGreened, Olert Engineering, Inc., Civil Site Design Group, PLLC,

**EBO Compliance Results Form**

Department Name: Parks

RFP/ITB Number: 8010

Metro parks Project Management and Design Services (A&E)

Primary Contractor	Acknowledge Established EBO Goals (Yes/No)	Determination Comments/% of Participation Proposed or Bid
Barge Design Solutions, Inc	Yes	Proposer is compliant with the Equal Business Opportunity Program having acknowledge M/WBE goals and submitting all required EBO documentation as required by the Procurement Code. Proposed the engagement of Tara Armistead Landscape Architecture (WBE), Pillars Development, LLC (MBE), KS Ware and Associates, LLC (WBE), Varallo Public Relations (WBE), DuGard Communications (MBE), Wilmot, Inc. (WBE)
Collier Engineerin Co Inc	Yes	Proposer is compliant with the Equal Business Opportunity Program having acknowledge M/WBE goals and submitting all required EBO documentation as required by the Procurement Code. Proposed the engagement of TRC World Wide Engineerin (MBE), Booker Engineering (MBE), Tara Armistead Landscape (WBE), Wilmot (WBE), Connico (WBE)
Gresham Smith	Yes	Proposer is compliant with the Equal Business Opportunity Program having acknowledge M/WBE goals and submitting all required EBO documentation as required by the Procurement Code. Proposed the engagement of Moody Nolan, Inc (MBE), K.S. Ware (WBE), Connico Inc. (WBE), Logan Patri Engineering, Inc. (MBE), Win Engineering (WBE), DuGard Communication (WBE).
Hart Freeland Roberts, Inc.	Yes	Proposer acknowledged M/WBE goals. <b>They didn't submit the required EBO documentation; Statement of of Interested M/WBE Subcontractors and Vendors, Statement of Bid/Price Quotation, Statement of M/WBE Utilization.</b>
KCI Technologies, Inc	Yes	Proposer is compliant with the Equal Business Opportunity Program having acknowledge M/WBE goals and submitting all required EBO documentation as required by the Procurement Code. Proposed the engagement of Civic Engineering/IT (WBE), Hawkins Partners (WBE), Moody Nolan (MBE), Booker Engineering (MBE), KS Ware & Associates (WBE), duGard Communications (MBE), Wilmot, Inc. (WBE).
Kimley-Horn and Associates	Yes	Proposer is compliant with the Equal Business Opportunity Program having acknowledge M/WBE goals and submitting all required EBO documentation as required by the Procurement Code. Proposed the engagement of CIA Civil Infrastructure Associates, LLC (WBE), Connico Inc (WBE), EOA Architects PLC (WBE), Geotek Engineering Co., Inc. (MBE), K S Ware & Associates (WBE), The MEPR Agency (MBE), Pinnacle Construction Partners, LLC (MBE).
Melvin Gill Architects	Yes	Proposer is a certified MBE and is compliant with the Equal Business Opportunity Program having acknowledge M/WBE goals and submitting all required EBO documentation as required by the Procurement Code. Proposed the engagement of K.S. Ware 7 Associates, LLC (WBE), Sieben Associates, Inc. (WBE). The offeror is compliant with their Good Faith Efforts.

\*Denotes followup required

Date: 02/26/2019

Metro Buyer: Genario Pittman/Christina Alexander

BAO Rep: Christopher S. Wood