

JOHN COOPER, MAYOR

DEPARTMENT OF FINANCE

**METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY**

3/5/2021 | 7:01 PM CST

Jonathan Boyd  
Alert-All Corp.  
164 Orlan Road  
New Holland, PA 17557

Re: **RFQ # 103210, Fire Prevention Novelties and Promotional Items**

Dear Mr. Boyd:

The Metropolitan Government of Nashville and Davidson County (Metro) has completed the evaluation of submitted solicitation offer(s) to the above RFQ # 103210 for Fire Prevention Novelties and Promotional Items. This letter hereby notifies you of Metro's intent to award to Alert-All Corp., 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 Cierra Rowe, BAO Representative, at (615) 862-6136 or at [cierra.rowe@nashville.gov](mailto:cierra.rowe@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,

*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						
Fire Prevention Novelties and Promotional Items; RFQ #103210	Min. SBE/SDV Participation	Incentive Percentage	Incentive Calculator	Lowest Bid	MACP	Winning Bid
	0%	5%	95%	\$134,025	\$140,726	\$134,025
Offeror's Name	Bids	SBE	Participation Requirement	Participation Incentive	Incentive Evaluation Amount	Status of ITB Award
Alert-All Corp.	\$134,025	\$0	\$0	\$0	\$134,025	Awarded
Revelae Group LLC	\$226,510	\$0	\$0	\$0	\$226,510	Exceeds MACP

Note  
AMC Promotional Products was deemed nonresponsive to the solicitation.

## BAO Small Business Assessment Sheet

**BAO Specialist:** Cierra Rowe

**Contract Specialist:** Brad Wall

**Date:** 3/1/2021

**Department Name:** Fire

**RFP/ITB Number:** 103210

**Project Name:** Fire Prevention Novelties and Promotional Items

Primary Contractor*	Prime Bid Amount	Total Proposed SBE (\$)	SBE Subs approved?	SBE (%)	Comments
Alert-All Corp.	\$134,025	\$0	No	0%	The prime is not a Metro-approved SBE and will perform 100% of the work.



## METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY

2/26/2021 | 7:34 AM CST

AMC Promotional Products

Re: Fire Prevention Novelties and Promotional Items

Dear Offeror:

The Metropolitan Government of Nashville and Davidson County has completed its evaluation of the submitted responses to the above solicitation and unfortunately, determined that your submission was nonresponsive to the solicitation requirements.

The submitted response was nonresponsive due to your failure to submit the required Cost Spreadsheet and Subcontractor Form.

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

Respectfully,

*Michelle A. Hernandez Lane*

Michelle A. Hernandez Lane  
Chief Procurement Officer/Purchasing Agent

cc: Solicitation File

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