

JOHN COOPER, MAYOR

DEPARTMENT OF FINANCE

**METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY**

4/13/2021 | 4:37 PM CDT

Tony Parks  
Site-Safe Products, LLC  
200 Judge Kenneth H Goff Dr  
Leitchfield, KY 42754

**Re: RFQ # 109223, Water Filled Barricade for Special Events**

Dear Mr. Parks:

The Metropolitan Government of Nashville and Davidson County (Metro) has completed the evaluation of submitted solicitation offer(s) to the above RFQ # 109223 for Water Filled Barricade for Special Events. This letter hereby notifies you of Metro's intent to award to Site-Safe Products, 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 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 .

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 Marissa Conklin by email at Marissa.conklin@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



## Conklin, Marissa (Finance-Procurement)

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**From:** Lane, Michelle (Finance - Procurement)  
**Sent:** Friday, April 9, 2021 3:44 PM  
**To:** Conklin, Marissa (Finance-Procurement)  
**Subject:** RE: Single Offer Approval for RFQ# 109223 Water Filled Barricade for Special Events

Award to a single offeror is approved.

Michelle A. Hernandez Lane  
Chief Procurement Officer/Purchasing Agent  
Department of Finance  
Procurement Division  
Metropolitan Nashville Davidson County  
730 2<sup>nd</sup> Avenue South, Ste. 101  
Nashville, TN 37201  
Office- 615.862.5471

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**From:** Conklin, Marissa (Finance-Procurement) <Marissa.Conklin@nashville.gov>  
**Sent:** Thursday, April 8, 2021 2:05 PM  
**To:** Lane, Michelle (Finance - Procurement) <Michelle.Lane@nashville.gov>  
**Subject:** Single Offer Approval for RFQ# 109223 Water Filled Barricade for Special Events

Michelle,

RFQ# 109223 closed with a single bidder, Water Filled Barricade for Special Events. The department considers the single offer as fair and reasonable and are in agreement to move forward in awarding to Site-Safe Products, LLC . This ITB was solicited to registered vendors under the commodity code 46150000. An adequate pool of offerors had an opportunity to submit a response to the solicitation. Please review this single offer for approval.

Thank You.

Marissa Conklin  
Procurement  
Department of Finance  
Procurement Division  
Metropolitan Nashville Davidson County  
730 2<sup>nd</sup> Avenue South, Ste. 101  
Nashville, TN 37210

## Conklin, Marissa (Finance-Procurement)

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**From:** Bourque, John W. (MNPD)  
**Sent:** Tuesday, April 6, 2021 3:02 PM  
**To:** Conklin, Marissa (Finance-Procurement)  
**Subject:** RE: RFQ# 109223 Water Filled Barricade for Special Events

yes

Sgt. John Bourque  
Metro Nashville Police Department  
Special Events  
Cell 615-582-2566

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**From:** Conklin, Marissa (Finance-Procurement)  
**Sent:** Tuesday, April 6, 2021 2:59 PM  
**To:** Bourque, John W. (MNPD) <john.bourque@nashville.gov>  
**Subject:** RFQ# 109223 Water Filled Barricade for Special Events

John,

Please see the attached single offer bid form. Do you find this offer fair and reasonable?

Marissa Conklin  
Procurement  
Department of Finance  
Procurement Division  
Metropolitan Nashville Davidson County  
730 2<sup>nd</sup> Avenue South, Ste. 101  
Nashville, TN 37210