

**METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY**

4/16/2021 | 10:44 AM CDT

Tracey Lucchesi  
Trako Dental and Medical Supply  
428 Signal Lane  
Grayslake IL 60030

Re: **RFQ # 109239, Medical Surgical and PPE Supplies**

Dear Ms. Lucchesi:

The Metropolitan Government of Nashville and Davidson County (Metro) has completed the evaluation of submitted solicitation offer(s) to the above RFQ # 109239 for Medical Surgical and PPE Supplies. This letter hereby notifies you of Metro's intent to award to Trako Dental and Medical Supply, 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 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*

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

**RFQ# 109239 Medical Surgical and PPE Supplies****Evaluation Committee Score Sheet**

Offeror	Trako Dental & Medical Supply	Buttonwood Inc	Evolved By Nature	K & F Drug Corporation	Strong Manufacturers
Contract Acceptance	Yes	Yes	Yes	Non-Responsive	Non-Responsive
Cost (10)	10.00	4.04	8.95		
Product Availability and Sourcing Capability (40 Points)	38.00	26.00	20.00		
Performance and Delivery (40 Points)	36.00	28.00	20.00		
Qualifications and Background (10 Points)	10.00	5.00	3.00		
<b>Total Evaluation Scores</b>	<b>94.00</b>	<b>63.04</b>	<b>51.95</b>	<b>0.00</b>	<b>0.00</b>

**Evaluation Comments****Trako Dental & Medical Supply****Strengths**

Firm's proposal provided a detailed outline demonstrating delivery process. Firm's proposal demonstrated firm's ability to deliver orders within 2-5 days. Firm's proposal demonstrated firm's access to high demand items via existing purchase agreements. Firm's proposal demonstrated firm's delivery capacity via existing distribution centers that currently source over 300,000 items. Firm proposed shipping via all shipping methods to assure prompt delivery to Metro. Firm's proposal provided a detailed return policy. Firm proposed cost saving methods such as adding items to existing orders and making pallet size orders. Firm's proposal demonstrated firm's years of experience in the industry and working with Government entities. Firm's hours of operation is in conjunction with Metro's hours of operation. Firm's proposal demonstrated and provided all other required information with the exception of the weaknesses noted below.

**Weaknesses**

Firm's proposal lacked detail for the availability of items on back order. Firm's performance method lacked detail.

### Buttonwood Inc

#### Strengths

Firm's proposal demonstrated import/export partnership with UPS for shipping. Firm's proposal demonstrated firm has direct relationship with manufacturers. Firm proposed live point of contact with open communications for Metro. Firm's proposal

#### Weaknesses

Firm's proposal lacked details for network suppliers. Firm's proposal lacked detail for product availability and sourcing. Firm's proposal suggests shipments are made after payments are received. Firm's proposal demonstrates firm does not have a back shipping/delivery plan outside of UPS. Firm's process for invoicing is unclear. Firm's proposal failed to demonstrate years of experience providing medical supplies.

### Evolved By Nature

#### Strengths

Firm's proposal demonstrated firm is manufacturer of proposed product. Firm's product ships quickly. Firm received Animal Cruelty Tree Certification. Firm's proposal demonstrated and provided all other required information with the exception of the weaknesses noted below.

#### Weaknesses

Firm submitted proposal for hand sanitizer only. Product not EPA approved. Noted concentration not accurate for product. Firm does not all product returns. Firm does not off a variety of products. Firm's proposal demonstrated less than 1 year of experience providing hand sanitizer.

### K & F Drug Corporation

#### Strengths

Not evaluated

#### Weaknesses

Non-Responsive

### Strong Manufacturers

#### Strengths

Not evaluated

#### Weaknesses

Non-Responsive

Medical Surgical and PPE Supplies; RFQ# 109239		
Line Items 2-6, 11, 13, & 15-19		10
Offeror's Name	Bids	RFP Cost Points
Trako Dental & Medical Supply	\$2,685,268.92	10.00

No BAO Programming Applicable to Solicitation

Medical Surgical and PPE Supplies; RFQ# 109239		
Sanitizer		10
Offeror's Name	Bids	RFP Cost Points
Trako Dental & Medical Supply	\$53,046.06	10.00
Evolved By Nature	\$59,249.96	8.95
Buttonwood, Inc.	\$137,256.68	3.86

No BAO Programming Applicable to Solicitation

Medical Surgical and PPE Supplies; RFQ# 109239		
Line Items 7-10 & 14		10
Offeror's Name	Bids	RFP Cost Points
Trako Dental & Medical Supply	\$1,340,252.91	10.00
Buttonwood, Inc.	\$3,314,207.32	4.04

No BAO Programming Applicable to Solicitation



## METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY

4/16/2021 | 10:44 AM CDT

Yanfei Xu  
K & F Drug Corp  
41 – 15 Kissena Blvd  
Flushing NY 11355

[bid@starsidedrugs.com](mailto:bid@starsidedrugs.com) - SENT VIA EMAIL

### **RFQ 109239 Medical Surgical and PPE Supplies**

Dear Yanfei Xu:

The Metropolitan Government of Nashville and Davidson County has completed its evaluation of submitted responses to the above solicitation and unfortunately, has determined that your submission was not minimally responsive of the requirements of the solicitation.

Specifically, the submitted proposal was non-responsive due to failure of meeting Metro's announced requirements as listed within the solicitation.

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

Kind Regards,

*Michelle A. Hernandez Lane*

Michelle A. Hernandez Lane  
Chief Procurement/Purchasing Agent  
Metropolitan Government of Nashville & Davidson County

cc: Solicitation Files



## METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY

4/16/2021 | 10:44 AM CDT

Charles Fatora  
Strong Manufacturers  
11519 Nations Ford Rd. Ste. 100  
Pineville, NC 28134

[cfatora@strongmanufacturers.com](mailto:cfatora@strongmanufacturers.com) - SENT VIA EMAIL

### **RFQ 109239 Medical Surgical and PPE Supplies**

Dear Mr. Fatora:

The Metropolitan Government of Nashville and Davidson County has completed its evaluation of submitted responses to the above solicitation and unfortunately, has determined that your submission was not minimally responsive of the requirements of the solicitation.

Specifically, the submitted proposal was non-responsive due to failure of meeting Metro's announced requirements as listed within the solicitation.

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

Kind Regards,

*Michelle A. Hernandez Lane*

Michelle A. Hernandez Lane  
Chief Procurement/Purchasing Agent  
Metropolitan Government of Nashville & Davidson County

cc: Solicitation Files



## Certificate Of Completion

Envelope Id: A44B1C0041C04D818C6624DE29C1366A	Status: Completed
Subject: Intent to Award - RFQ #109239 Medical Surgical and PPE Supplies	
Source Envelope:	
Document Pages: 8	Signatures: 3
Certificate Pages: 15	Initials: 0
AutoNav: Enabled	Envelope Originator:
Envelopeld Stamping: Enabled	Procurement Resource Group
Time Zone: (UTC-06:00) Central Time (US & Canada)	730 2nd Ave. South 1st Floor
	Nashville, TN 37219
	prg@nashville.gov
	IP Address: 170.190.198.185

## Record Tracking

Status: Original	Holder: Procurement Resource Group	Location: DocuSign
4/14/2021 12:51:53 PM	prg@nashville.gov	

## Signer Events

Signature	Timestamp
Michelle A. Hernandez Lane michelle.lane@nashville.gov Chief Procurement Officer/Purchasing Agent Metro Security Level: Email, Account Authentication (None)	Sent: 4/14/2021 12:57:59 PM Viewed: 4/14/2021 12:58:38 PM Signed: 4/16/2021 10:44:28 AM
Signature Adoption: Pre-selected Style Using IP Address: 170.190.198.185	

**Electronic Record and Signature Disclosure:**  
Not Offered via DocuSign

## In Person Signer Events

Signature	Timestamp
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## Editor Delivery Events

Status	Timestamp
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## Agent Delivery Events

Status	Timestamp
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## Intermediary Delivery Events

Status	Timestamp
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## Certified Delivery Events

Status	Timestamp
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## Carbon Copy Events

Status	Timestamp
Christina Alexander christina.alexander@nashville.gov Security Level: Email, Account Authentication (None)	Sent: 4/16/2021 10:44:30 AM Viewed: 4/16/2021 10:47:54 AM

**Electronic Record and Signature Disclosure:**  
Accepted: 4/7/2021 2:38:20 PM  
ID: e47800c4-b861-4871-9905-d8fba591ed33

## Witness Events

Signature	Timestamp
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## Notary Events

Signature	Timestamp
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## Envelope Summary Events

Status	Timestamps
Envelope Sent	4/14/2021 12:57:59 PM
Certified Delivered	4/14/2021 12:58:38 PM
Signing Complete	4/16/2021 10:44:28 AM
Completed	4/16/2021 10:44:30 AM

## Payment Events

Status	Timestamps
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