



## METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY

July 1, 2020

Dave Collins  
Porter Roofing Contractors, Inc.  
2454 Nashville Hwy.  
McMinnville, TN 37111

Re: **RFQ# 62121 Roof Repair for Fredrick Douglas Head Start**

Dear Mr. Collins:

The Metropolitan Government of Nashville and Davidson County (Metro) has completed the evaluation of submitted solicitation offer(s) to the above RFQ# **62121 Roof Repair for Fredrick Douglas Head Start**. This letter hereby notifies you of Metro's intent to award to **Porter Roofing Co Inc**, 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 **Evans Cline**, BAO Representative, at **615-862-6137** or at [evans.cline@nashville.gov](mailto:evans.cline@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

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						
Roof Repair at Fredrick Douglas Head Start; RFQ# 62121	Min. SBE/SDV Participation	Incentive Percentage	Incentive Calculator	Lowest Bid	MACP	Winning Bid
	0.0%	17.50%	82.50%	\$126,973.00	\$149,193.28	\$126,973.00
Offeror's Name	Bids	SBE	Participation Requirement	Participation Incentive	Incentive Evaluation Amount	Status of ITB Award
Porter Roofing Contractors Inc.	\$126,973.00	\$0.00	\$0	\$0	\$126,973	Awarded
Elite Roofing Co of Nashville Inc.	\$158,600.00	\$143,550.00	\$0	\$0	\$158,600	Exceeds MACP
Collier Roofing	\$307,500.00	\$230,575.00	\$0	\$0	\$307,500	Exceeds MACP
Southern Roofing of Nashville	\$358,112.00	\$31,787.99	\$0	\$0	\$358,112	Exceeds MACP

## BAO SBE Assessment Sheet

BAO Specialist: Cline, Evans

Contract Specialist: Alexander, Christina

6/30/2020

Department Name: General Services

RFP/ITB Number: 62121

Project Name: Roof Repair for Vocational Center at Drug Court 4 and Fredrick Douglas Head Start

Primary Contractor*	Prime Bid Amount	Total Proposed SBE (\$)	SBE Subs approved?	SBE (%)	Comments
Porter Roofing Contractors, Inc.	\$126,973.00	\$0.00	N/A	0%	Porter Roofing Contractors, Inc. is not a Metro-approved SBE and has not proposed any additional Metro-approved SBEs.



## Statement of M/WBE Utilization

Proposer's/Firm's Name: Porter Roofing Contractors, Inc.	Proposer's Phone #: 931-668-2298
Solicitation Title: Roof Repair for Vocational Center at Drug Court #4 and Fredrich Douglas Head Start	Proposer's Email Address: dave@porter-roofing.com
Solicitation #: 62121,2	Amount Self-performed : 2% of contract
Proposer's/Firm's Ownership: WBE <input type="checkbox"/>	Total Bid Amount: 2%
Proposed EBO Goal (%): 0 MBE% 2 WBE%	EBO Goal Met? (Y/N) NO <input type="checkbox"/>

The following MWBE\* subcontractor(s)/supplier(s) will be utilized for the performance of this project:

			Certificate	* MBE/WBE	Code #	Description of Work	MBE/WBE Dollars (\$)	Percent of Total Contract
			Type (MBE or WBE)	Group Type *	UNSPS/NAICS			
1	Ram Tool	840 Fesslers Parkway Nashville, TN 37210	WBE <input type="checkbox"/>	5 <input type="checkbox"/>	444190	construction material supplier		2
2			Select	Select				
3			Select	Select				
4			Select	Select				
5			Select	Select				
6			Select	Select				
7			Select	Select				

I am the duly authorized representative and certify the facts and representations contained in this form and supporting documents are true and correct.

Authorized Representative (Printed Name/Title/Signature)	Date
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\*Note: MWBE is defined as business enterprise maintaining a significant business presence in the Program Area & performing a commercial useful function that is owned by one or more of the following: (1) African Americans (2) Native Americans, (3) Hispanic Americans, (4) Asian Americans, and (5) Women.

Has Prime Complied with EBO Goal?	BAO Only No	For Internal Office Use ONLY	BAO Only Yes
		If No, Good Faith Efforts Met?	

BAO Representative: Evans Cline

Date: 6/30/20

Total MBE Subcontracting	0 %	\$ 0.00
Total WBE Subcontracting	2 %	\$ 4,920.00
Total MBE/WBE Participation:	2 %	\$ 4,920.00