



## METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY

July 22, 2020

Daniel Kelly  
RSS Nashville Inc.  
7119 Cockrill Bend Blvd.  
Nashville, TN 37209

Re: **RFQ 62127 Roof Repair for Nashville Public Library – Carnegie North Branch**

Dear Mr. Kelly:

The Metropolitan Government of Nashville and Davidson County (Metro) has completed the evaluation of submitted solicitation offer(s) to the above **RFQ 62127 Roof Repair for Nashville Public Library**. This letter hereby notifies you of Metro's intent to award to **RSS Nashville 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, reading "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 Nashville Public Library - Carnegie North Branch; RFQ# 62127	Min. SBE/SDV Participation	Incentive Percentage	Incentive Calculator	Lowest Bid	MACP	Winning Bid
	0.0%	20.00%	80.00%	\$88,380.00	\$106,056.00	\$88,380.00
Offeror's Name	Bids	SBE	Participation Requirement	Participation Incentive	Incentive Evaluation Amount	Status of ITB Award
RSS Nashville Inc.	\$88,380.00	\$9,000.00	\$0	\$7,200	\$81,180	Awarded

## BAO SBE Assessment Sheet

BAO Specialist: Cline, Evans

Contract Specialist: Alexander, Christina

7/16/2020

Department Name: General Services

RFP/ITB Number: 62127

Project Name: Roof Repair for Nashville Public Library – Carnegie North Branch

Primary Contractor*	Prime Bid Amount	Total Proposed SBE (\$)	SBE Subs approved?	SBE (%)	Comments
RSS Nashville, Inc.	\$88,380.00	\$9,000.00	Yes	10%	RSS Nashville, Inc. is not a Metro-approved SBE and has proposed Metro-approved SBE Elite Roofing at 10%.



## Statement of M/WBE Utilization

Proposer's/Firm's Name: <b>RSS-Nashville, Inc.</b>	Proposer's Phone #: <b>615-350-6200</b>
Solicitation Title: <b>Roof Repair for Nashville Carnegie North Branch Library</b>	Proposer's Email Address: <b>dkelly@rssnashville.com</b>
Solicitation #: <b>62127</b>	Amount Self-performed : <b>\$77,252.25</b>
Proposer's/Firm's Ownership: <b>Non-M/WB</b>	Total Bid Amount: <b>\$88,380.00</b>
<b>Proposed EBO Goal (%)</b> : <u>9</u> MBE% <u>2</u> WBE%	EBO Goal Met? (Y/N) <b>YES</b>

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	Percent
			Type	Group Type *	UNSPS/NAICS		Dollars (\$)	of Total Contract
MBE/WBE Firm Name	MBE/WBE Firm Address	Phone/E-Mail	(MBE or WBE)					
1 Liberty Waste	411 Woodycrest Ave, Nashville, TN 37210	615-350-8480	MBE	Select		Furnish Portable Toilet	327.75	0.4%
2 HQ Direct	535 Spence Lane, Nashville, TN 37210	615-335-0798	WBE	Select		Furnish Labor	1,800.00	2%
3 Elite Roofing	1048 Jefferson St, Nashville, TN 37208	615-259-0774	MBE	Select		Furnish Material	9,000.00	10%
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
<b>Daniel Kelly</b> VP/PM	<b>07/14/2020</b>

\*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?	YES	<b>For Internal Office Use ONLY</b>	BAO Only
		If No, Good Faith Efforts Met?	

BAO Representative: **Evans Cline**

Date: **07/17/20**

Total MBE Subcontracting	10.4	%	\$ 9,327.75
Total WBE Subcontracting	2	%	\$ 1,800.00
Total MBE/WBE Participation:	12.4	%	\$ 11,127.75