



## METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY

July 23, 2020

Ronald Woodall  
NAFECO  
1515 West Moulton St  
Decatur, AL 35601

Re: **RFQ# 63136, KME Fire Apparatus – Proprietary Parts and Repair Services for Metro**

Dear Mr. Woodall:

The Metropolitan Government of Nashville and Davidson County (Metro) has completed the evaluation of submitted solicitation offer(s) to the above RFQ# 63136, KME Fire Apparatus – Proprietary Parts and Repair Services for Metro. This letter hereby notifies you of Metro's intent to award to **NAFECO**, 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 [Christopher.wood@nashville.gov](mailto: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 Buyer **Marissa Conklin** by email at [Marissa.conklin@nashville.gov](mailto:Marissa.conklin@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						
KME Fire Apparatus - Proprietary and Repair Services for Metro; RFQ# 63136	Min. SBE/SDV Participation	Incentive Percentage	Incentive Calculator	Lowest Bid	MACP	Winning Bid
	0.0%	0.00%	100.00%	\$439,287.68	\$439,287.68	\$439,287.68
Offeror's Name	Bids	SBE	Participation Requirement	Participation Incentive	Incentive Evaluation Amount	Status of ITB Award
NAFECO	\$ 439,287.68	\$0.00	\$0	\$0.00	\$439,287.68	Awarded

## Conklin, Marissa (Finance-Procurement)

---

**From:** Cantlon, Judy (Finance - Contract Compliance)  
**Sent:** Thursday, July 23, 2020 10:30 AM  
**To:** Conklin, Marissa (Finance-Procurement)  
**Subject:** RE: Approval of Single Offer for RFQ# 63136 KME Fire Apparatus - Proprietary Parts and Repair Services for Metro  
**Attachments:** RFQ 63136 KME Fire Apparatus.pdf

---

**From:** Lane, Michelle (Finance - Procurement) <Michelle.Lane@nashville.gov>  
**Sent:** Wednesday, July 22, 2020 1:33 PM  
**To:** Conklin, Marissa (Finance-Procurement) <Marissa.Conklin@nashville.gov>  
**Cc:** Cantlon, Judy (Finance - Contract Compliance) <Judy.Cantlon@nashville.gov>  
**Subject:** RE: Approval of Single Offer for RFQ# 63136 KME Fire Apparatus - Proprietary Parts and Repair Services for Metro

Judy, please prepare the letter.

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

---

**From:** Conklin, Marissa (Finance-Procurement) <[Marissa.Conklin@nashville.gov](mailto:Marissa.Conklin@nashville.gov)>  
**Sent:** Wednesday, July 15, 2020 10:47 AM  
**To:** Lane, Michelle (Finance - Procurement) <[Michelle.Lane@nashville.gov](mailto:Michelle.Lane@nashville.gov)>  
**Subject:** Approval of Single Offer for RFQ# 63136 KME Fire Apparatus - Proprietary Parts and Repair Services for Metro

RFQ# 63136 closed with a single bidder, KME Fire Apparatus – Proprietary Parts and Repair Services for Metro. The department considers the single offer as fair and reasonable and are in agreement to move forward in awarding to NAFECO . This ITB was solicited to registered vendors under the commodity code 78180000. An adequate pool of offerors had an opportunity to submit a response to the solicitation. Please review this single offer for approval.

Thank You.

---

**From:** Yancey, Charles (Fleet Management) <[Charles.Yancey@nashville.gov](mailto:Charles.Yancey@nashville.gov)>  
**Sent:** Wednesday, July 15, 2020 9:11 AM  
**To:** Conklin, Marissa (Finance-Procurement) <[Marissa.Conklin@nashville.gov](mailto:Marissa.Conklin@nashville.gov)>  
**Cc:** Tinsley, Andrew J (Fleet Management) <[Andrew.Tinsley@nashville.gov](mailto:Andrew.Tinsley@nashville.gov)>  
**Subject:** RE: RFQ# 63136 KME Fire Apparatus - Proprietary Parts and Repair Services for Metro

Marissa,

We find the offer to be fair and reasonable. Please move forward with the award and contract.

Thank you,

Chuck

---

**From:** Conklin, Marissa (Finance-Procurement) <[Marissa.Conklin@nashville.gov](mailto:Marissa.Conklin@nashville.gov)>

**Sent:** Tuesday, July 14, 2020 2:14 PM

**To:** Yancey, Charles (Fleet Management) <[Charles.Yancey@nashville.gov](mailto:Charles.Yancey@nashville.gov)>

**Subject:** RFQ# 63136 KME Fire Apparatus - Proprietary Parts and Repair Services for Metro

Chuck,

The above solicitation was one of Jay's. This solicitation closed with a single bid.

The price bid is \$439,287.68. I've attached the request for from Jay and the bid form from the vendor.

Do you find this offer fair and reasonable?

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