

**METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY**

12/16/2020 | 9:13 AM CST

Yvonne Collier
Collier Roofing Co., Inc
1523 Jones Ave
Nashville, TN 37207

Re: **RFQ# 77159, Shingle Roof Replacement and Related Components at the Smith House**

Dear Mrs. Yvonne:

The Metropolitan Government of Nashville and Davidson County (Metro) has completed the evaluation of submitted solicitation offer(s) to the above RFQ# 77159, Shingle Roof Replacement and Related Components at the Smith House. This letter hereby notifies you of Metro's intent to award to **Collier 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 **Cierra Rowe**, BAO Representative, at Cierra.rowe@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 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
Phone: 615-862-6180
Fax: 615-862-6179

Enter Solicitation Title & Number Below						
Shingle Roof Replacement and Related Components at the Smith House RFQ# 77159	Min. SBE/SDV Participation	Incentive Percentage	Incentive Calculator	Lowest Bid	MACP	Winning Bid
	0.0%	1.13%	98.87%	\$46,780	\$47,309	\$46,780
Offeror's Name	Bids	SBE	Participation Requirement	Participation Incentive	Incentive Evaluation Amount	Status of ITB Award
Collier Roofing Co., Inc	\$ 46,780.00	\$25,729.00	\$0	\$25,438	\$21,342	Awarded

Maxwell Roofing & Sheet Metal and Ragan Construction Co., Inc are deemed Non-Responsive as they have not been approved for entry in the Small Business Reserve Program (SBR).

METROPOLITAN GOVERNMENT OF NASHVILLE - DAVIDSON COUNTY
M/WBE SUBCONTRACTORS GOOD FAITH EFFORTS
SUMMARY SHEET

THIS DOCUMENT MUST BE ACCURATELY COMPLETED, SIGNED AND SUBMITTED WITH THE BID OR PROPOSAL (Due with Bid Submission if Applicable)		
Project Name: Shingle Roof Replacement & Related Components @ the Smith House - RFQ 77159		Project Number: 77159
Company Name: Collier Roofing CO., Inc.	Date Submitted: 10/28/2020	Total Contract Value: 46780.00
Address: 1523 Jones Avenue, nashville, TN 37207		Federal Tax ID# 62-1556673
Contact Person: Jerry Collier	Email:	Phone #: 615-226-2844
GOOD FAITH EFFORTS SUMMARY SHEET		
Number	Bidder Action(s)	BAO Only
1.	<p>Solicitation and written notice to available and certified MWBEs: Soliciting specific individual MWBEs whose availability as potential sources of goods or services can be reasonably ascertained. This measure includes sending letters or making other personal contacts with specific certified MWBEs including those that the Bidder has contracted with in the past as well as other MWBEs with which the Bidder may be unfamiliar, but whose identities can be ascertained from a directory of certified MWBEs maintained by the BAO.</p> <p>The written notices contain:</p> <ul style="list-style-type: none"> I. Enough information about the plans, specs, and terms & conditions of the solicitation; II. A contact person knowledgeable of the project documents available to answer questions about the condition of the contract; III. Information regarding the Bidder's bonding requirements; IV. The deadline for submission of price quotations. 	Pass

For each MBE/WBE firm contacted, list the name(s) and all information requested below related to the above project. If additional space is required, this form may be duplicated.

Company Name/Address/Contact Person/Phone/Email	Type of Business	Type of Work/Service(s) Solicited	How Business was contacted (i.e. email, phone, letter, etc.?)	Response to Solicitation (i.e. will submit bid, no response, not interested)	Bid/Quote Amount	Company Selected (Write Yes or NO)
Sunago Supply, 315 10th Avenue North, Nashville, TN 37203 - Tommie Smith, Tsmith@sunagosupply.com, 615-866-2930	MBE	Pricing for materials	email	No response	0	NO
Liberty Waste LLC - 1650 54th Avenue, Nashville, TN 37209 - Sommer Adkins - sommer@libertywastelc.com	MBE	Waste Removal	email	Submitted Pricing	65.00 per mont	YES

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2.	Meetings: Attended or held informational meetings to update potential subcontractors or vendors of subcontracting or supply opportunities.	Pass	

List all information requested below related to the above project. If additional space is required, this form may be duplicated.

Company Name/Address/Contact Person/Phone Number/Email	Description of Meeting Notices for M/W/SDVEs	Date M/W/SDVE Attended, if applicable
No meetings were held, except the original pre-bid meeting held by Metro Government		

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3.	Unbundling. Divided the contract, in accordance with normal industry practice, into small, economically feasible segments that could be performed by MWBEs. Under no circumstances, however, shall a bidder segment work solely for the purpose of utilizing MWBEs as subcontractors where such segmentation is not in accordance with common and accepted industry practices relating to the utilization of other firms as subcontractors.	Pass

What Scope of Project Was Divided?

1. Plumbing	2. Painting
3. Waste Removal	4. Siding
5. HVAC	6.

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4.	Rejection: Provided a written explanation for rejection of any potential subcontractor or vendor to the Bidder, including the name of the firm awarded the subcontract or supply agreement.	Pass	

For each MBE/WBE firm contacted, list the name(s) and all information requested below related to the above project. If additional space is required, this form may be duplicated.

M/WBE Firm Name/Address/Contact Person/Phone Number/Email	Description of Proposed Work	Reason for Rejection
No bids were rejected that were submitted. We only received the bid from Liberty Waste, which we accepted.		

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5.	Non-discrimination: Providing a non-discriminatory work site. Maintaining a work environment free of harassment, intimidation and coercion at all construction sites, offices and other facilities at which the Bidder's employees are assigned to work. The Bidder shall specifically ensure that all labor supervisors, superintendents, and other on-site supervisory personnel are aware of and carry out the Bidder's obligation to maintain a non-discriminatory work environment.	Pass	

For each training, list the type of training and date.

Type of Training	Date of Training
Weekly Jobsite Meetings with Foreman and Safety	10/30/2020

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6.	Community and Other Organizational Services Support: Advertising in trade publications of general circulation in the Program Area. The advertisement shall identify and describe the specific subcontracting or other opportunity in reasonable detail.	Fail

For each MBE/WBE firm contacted, list the name(s) and all information requested below related to the above project. If additional space is required, this form may be duplicated.

Publication Name	Date of Publication	Please provide copy.
No publications ran. Used the ISuppli		

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7.	Assistance: Bonding/Lines of Credit/Insurance: Providing reasonable assistance to a MWBE in need of equipment, supplies, bonding, letters of credit and/or insurance.	N/A

For each MBE/WBE firm contacted, list the name(s) and all information requested below related to the above project. If additional space is required, this form may be duplicated.

Company Name/Address/Contact Person/Phone Number/Email	Type of Assistance
No companies that responded needed us to supply bonding lines, equipment, supplies, letters of credit or insurance help.	

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8.	Database Utilization Accessed all reasonable and available means to include, but not limited to the following examples: https://www.nashville.gov/Finance/Procurement/Business-Assistance-Office/SMWBE-Lists-and-Forms.aspx or https://nashville.diversitycompliance.com/	Pass	

For each MBE/WBE firm contacted, list the name(s) and all information requested below related to the above project. If additional space is required, this form may be duplicated.

Database Accessed	Date of Access	Results
ISupplier Database was used to run the commodity codes for the subcontractors we would possibly use.		

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GOOD FAITH EFFORTS SUMMARY SHEET CHECKLIST

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9.	Mentor Protégé' Relationship/Technical Assistance: Providing reasonable technical assistance to a MWBEs to ameliorate any deficiencies of technical knowledge or advance skill, where such assistance is undertaken by the Bidder to facilitate the MWBE's successful participation on a project or contract.	N/A

For each MBE/WBE firm assisted, list the name(s) and all information requested below related to the above project. If additional space is required, this form may be duplicated.

Company Name	Type of Assistance	If Mentor Protégé' Agreement Reached, Please Provide Copy.
No companies to mentor.		

It is hereby certified that the above firms were contacted and offered an opportunity to respond on the above project. We further certify that the above statements are a true account of all firms' responses to our solicitation. Copies of all bids and/or quotes will be made available upon request.

Signature: Yvonne Collier Print Name: Yvonne Collier Title: CEO

BAO Small Business Assessment Sheet

BAO Specialist: Cierra Rowe

Contract Specialist: Marissa Conklin

Date: 11/4/2020

Department Name: Parks

RFP/ITB Number: 77159

Project Name: Shingle Roof Replacement and Related Components at the Smith House

Primary Contractor*	Prime Bid Amount	Total Proposed SBE (\$)	SBE Subs approved?	SBE (%)	Comments
Collier Roofing Co., Inc.	\$46,780.00	\$25,729.00	No	55%	The prime is an approved SBE and did not propose to utilize any SBE subcontractors



Statement of M/WBE Utilization

Proposer's/Firm's Name: Collier Roofing Co., Inc.	Proposer's Phone #: 615-226-2844
Solicitation Title: Shingle Roof Replacement & Related Components @ the Smith House	Proposer's Email Address: jerry@collierroofing.com
Solicitation #: 77159	Amount Self-performed : 25729.00
Proposer's/Firm's Ownership: WBE	Total Bid Amount: 46780.00
Proposed EBO Goal (%): 9 MBE% 1 WBE%	EBO Goal Met? (Y/N) Select

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

MBE/WBE Firm Name		MBE/WBE Firm Address	Phone/E-Mail	Certificate Type (MBE or WBE)	* MBE/WBE Group Type *	Code # UNSPS/NAICS	Description of Work	MBE/WBE Dollars (\$)	Percent of Total Contract
1	Liberty Waste	1650 54th Avenue North, Nashville, TN	615-924-0498	MBE	Select	76120000	Porta Pottie Rental	132.00	.28
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)

Yvonne C. Collier, CEO

Date

10/28/2020

*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? NO

For Internal Office Use ONLY
If No, Good Faith Efforts Met? YES

BAO Representative: Cierra Rowe

Date: 11/04/20

Total MBE Subcontracting	.28	%	\$ 132
Total WBE Subcontracting	0	%	\$ 0
Total MBE/WBE Participation:	55.2	%	\$ 25,861



METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY

12/16/2020 | 9:13 AM CST

Claudette Patterson
Maxwell Roofing & Sheet Metal
2500 Dickerson Road
Nashville, TN 37207

Projects@maxwellroofing.com - SENT VIA EMAIL

RFQ 77159 Shingle Roof Replacement and Related Components at the Smith House

Dear Claudette Patterson:

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 to the requirements of the solicitation.

Specifically, the submitted bid was non-responsive due to a failure to meet the Small Business Reserve (SBR) program 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

12/16/2020 | 9:13 AM CST

Paul Stigamier
Ragan Construction Co., Inc
411 39th Ave. N
Nashville, TN 37209

pstigamier@srctn.com - SENT VIA EMAIL

RFQ 77159 Shingle Roof Replacement and Related Components at the Smith House

Dear Paul Stigamier:

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 to the requirements of the solicitation.

Specifically, the submitted bid was non-responsive due to a failure to meet the Small Business Reserve (SBR) program 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