

JOHN COOPER, MAYOR

DEPARTMENT OF FINANCE

**METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY**

1/20/2021 | 8:24 AM CST

Natalie Corwin  
Pet Community Center  
943-B Dr. Richard G. Adams Drive  
Nashville, TN 37207

Re: RFQ 81151 Animal Care Medical Services including Spaying and Neutering

Dear Ms. Corwin:

The Metropolitan Government of Nashville and Davidson County (Metro) has completed the evaluation of submitted solicitation offer(s) to the above RFQ 81151 Animal Care Medical Services including Spaying and Neutering. This letter hereby notifies you of Metro's intent to award Pet Community Center, 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.

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, Daniel Drumwright, by email at Daniel.Drumwright2@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 cursive script 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

## **RFQ # 81151-Animal Care Medical Services including Spaying and Neutering**

<b>Offeror</b>	<b>Pet Community Center</b>
<b>Methodology and Approach (50 Points)</b>	44.00
<b>Qualifications and Experience (50 Points)</b>	47.00
<b>Total Evaluation Scores</b>	<b>91.00</b>

### **Evaluation Comments**

#### **Pet Community Center**

**Strengths - Good Overall Qualifications and Experience, Good Overall Qualifications and Approach, Sample Medical Record provided detailed information and good example of medical information, Detailed information related to Services provided, Provided good details on communication plan, Provided detailed employee and support staff information related to services, Provided strong references**

**Weakness - Narrow Scope of Services, Failed to provide species and breed types treated, Limited hours of operation and after-hour services**