



Notice of Intent to Award

Solicitation Number	RFQ 390421	Award Date	5/12/2025 5:09 PM CDT
Solicitation Title	Medical Director (FIRE)		
Buyer Name	Von L Bell	Buyer Email	von.bell@nashville.gov
BAO Rep	Christopher Wood	BAO Email	christopher.wood@nashville.gov

Awarded Supplier(s)

In reference to the above solicitation and contingent upon successful contract negotiation, it is the intent of the Metropolitan Government of Nashville and Davidson County to award to the following supplier(s):

Company Name	Vanderbilt University Medical Center	Company Contact	Dr. Jared McKinney
Street Address	1211 Medical Center Drive, VUH 13200 Skyport,		
City	Nashville	State	TN
		Zipcode	37232

Company Name		Company Contact	
Street Address			
City		State	
		Zipcode	

Company Name		Company Contact	
Street Address			
City		State	
		Zipcode	

Certificate of Insurance

The awarded supplier(s) must submit a certificate of insurance (COI) indicating all applicable coverage required by the referenced solicitation. The COI should be emailed to the referenced buyer no more than 15 days after the referenced award date.

Equal Business Opportunity Program

Where applicable, the awarded supplier(s) must submit a signed copy of the letter of intent to perform for any and all minority-owned (MBE) or woman-owned (WBE) subcontractors included in the solicitation response. The letter(s) should be emailed to the referenced business assistance office (BAO) rep no more than two business days after the referenced award date.

☐ Yes, the EBO Program is applicable.

☒ No, the EBO Program is not applicable.

Monthly Reporting

Where applicable, the awarded supplier(s) will be required monthly to submit evidence of participation and payment to all small (SBE), minority-owned (MBE), women-owned (WBE), LGBT-owned (LGBTBE), and service disabled veteran owned (SDV) subcontractors. Sufficient evidence may include, but is not necessarily limited to copies of subcontracts, purchase orders, applications for payment, invoices, and cancelled checks.

Questions related to contract compliance may be directed to the referenced BAO rep.

☐ Yes, monthly reporting is applicable.

☒ No, monthly reporting is not applicable.

Public Information and Records Retention

Solicitation and award documentation are available upon request. Please email the referenced buyer to arrange.

A copy of this notice will be placed in the solicitation file and sent to all offerors.

Right to Protest

Per MCL 4.36.010 – 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.

Row

Assistant Purchasing Agent (Initial)

Dennis Rowland

Dennis Rowland

Purchasing Agent & Chief Procurement Officer

RFQ #390421 Evaluation Committee Score Sheet		
Evaluation Criteria/Offeror	Vanderbilt University Medical Center	Tristar Division
COST (20 Points)	20.00	18.60
Experience and Qualifications (40 Points)	40.00	30.00
Project Understanding (40 Points)	40.00	20.00
Total Evaluation Scores	100.00	68.60
Evaluation Comments Vanderbilt University Medical Center Strengths Proposal included all required evaluation criteria sections. Qualifications and Experience included required proof of licenses, and extensive experience for Medical Director, Back up Medical Director, and Pediatric Medical Director as outlined in the solicitation. Project Understanding documentation demonstrated detailed explanation of requirements in scope of work, emphasized plans and protocols for training, business, quality improvement for firefighters and emergency medical dispatchers, progression and innovation of mobile integrated health. Proposal highlighted the firm's established EMS Center of Excellence Program (made up of a full team of board-certified EMS physicians). The program provides valuable resources, collaboration, and foundational support in enhance NFD's medical director services for quality patient outcomes. Proposal describes a seamless, transition and uninterrupted operational support approach to prevent any disruptions in NFD's medical director services Weaknesses There are no noted weaknesses.		
Tristar Division Strengths Proposal included all evaluation criteria sections. Qualifications and Experience: provided evidence of experience in emergency medicine, education, familiarity with NFD, and required licenses as outlined in the solicitation. Project Understanding: proposal provided plan to develop the office of medical direction to supplement all medical director roles with additional hours of service. Proposal included mobile integrated health program for quality improvements and assurance, and continuous education programs. Weaknesses Qualification and Experience: Proposer's Back Up Medical Director lacks relevant experience as Emergency Medical Physician, limited experience (6 months) as Assistant Medical Director. Some references lacked contact information; city, state and/or email address. Proposer's Medical Director functions as Medical Director for MNPD SWAT, Hickman County, and Cheatham County. No mention of reassigning duties to prioritize NFD. Project Understanding: insufficient evidence authenticating qualifications to function as Back Up Medical Director. Proposal defers medical decisions to the individual facility receiving the transport from NFD, including those facilities not operated by TriStar. NFD requires Medical Director, Back Up, and Pediatric Medical Director to provide the needed answers/information as outlined in solicitation. Proposal lacked explanation on how to minimize disruptions in services if awarded. Business Plan mentions "the intent to create an Office of Medical Direction". The lack of an existing OMD structure causes concern along with the lack of detail on implementation or transition process. Proposed plan for EMS staff was considered concerning and lack of details on sufficient training to maintaining quality and scope of practice.		

Enter Solicitation Title & Number Below			
Medical Director (FIRE) RFQ 390421		Lowest Bid	
		\$360,000.00	20
Offeror's Name	Bids	Evaluation Amount	RFP Cost Points
Vanderbilt University Medical Center	\$ 360,000.00	\$ 360,000.00	20.00
TriStar Division	\$ 387,000.00	\$ 387,000.00	18.60

Certificate Of Completion

Envelope Id: DFE66BC3-D91C-40A7-855B-09EFB47F51CA	Status: Completed
Subject: Intent to Award - RFQ # RFQ 39042 for Medical Director (FIRE)	
Source Envelope:	
Document Pages: 3	Signatures: 1
Certificate Pages: 2	Initials: 1
AutoNav: Enabled	Envelope Originator:
Envelopeld Stamping: Enabled	Von Bell
Time Zone: (UTC-06:00) Central Time (US & Canada)	730 2nd Ave. South 1st Floor
	Nashville, TN 37219
	von.bell@nashville.gov
	IP Address: 170.190.198.185

Record Tracking

Status: Original	Holder: Von Bell	Location: DocuSign
5/12/2025 12:32:48 PM	von.bell@nashville.gov	
Security Appliance Status: Connected	Pool: StateLocal	
Storage Appliance Status: Connected	Pool: Metropolitan Government of Nashville and Davidson County	Location: Docusign

Signer Events

Signer Events	Signature	Timestamp
Gary Clay		Sent: 5/12/2025 12:35:24 PM
gary.clay@nashville.gov		Viewed: 5/12/2025 4:54:26 PM
Asst. Purchasing Agent		Signed: 5/12/2025 4:55:26 PM
Security Level: Email, Account Authentication (None)	Signature Adoption: Uploaded Signature Image	
	Using IP Address: 170.190.198.185	

Electronic Record and Signature Disclosure:

Not Offered via Docusign

Dennis Rowland		Sent: 5/12/2025 4:55:27 PM
Dennis.Rowland@nashville.gov		Viewed: 5/12/2025 5:08:47 PM
Purchasing Agent & Chief Procurement Officer		Signed: 5/12/2025 5:09:05 PM
Security Level: Email, Account Authentication (None)	Signature Adoption: Pre-selected Style	
	Using IP Address: 170.190.198.185	

Electronic Record and Signature Disclosure:

Not Offered via Docusign

In Person Signer Events	Signature	Timestamp
Editor Delivery Events	Status	Timestamp
Agent Delivery Events	Status	Timestamp
Intermediary Delivery Events	Status	Timestamp
Certified Delivery Events	Status	Timestamp
Carbon Copy Events	Status	Timestamp
Witness Events	Signature	Timestamp
Notary Events	Signature	Timestamp
Envelope Summary Events	Status	Timestamps

Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	5/12/2025 12:35:24 PM
Certified Delivered	Security Checked	5/12/2025 5:08:47 PM
Signing Complete	Security Checked	5/12/2025 5:09:05 PM
Completed	Security Checked	5/12/2025 5:09:05 PM
Payment Events	Status	Timestamps