



Notice of Intent to Award

Solicitation Number	390424	Award Date	6/3/2025 12:14 PM CDT
Solicitation Title	Archaeological Services		
Buyer Name	Marissa Conklin	Buyer Email	Marissa.conklin@nashville.gov
BAO Rep	Angie Martin	BAO Email	Angie.martin@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	Tennessee Valley Archaeological Research	Company Contact	Erik Porth
Street Address	2119 Metro Circle SW Suite B		
City	Huntsville	State	AL
		Zipcode	35801

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.

Acc

Assistant Purchasing Agent (Initial)

Dennis Rowland

Dennis Rowland

Purchasing Agent & Chief Procurement Officer

Solicitation Title & Number		RFP Cost Points
RFQ 390424; Archaeological Services		20
Offeror's Name		RFP Cost Points
HMB Professional Engineers, Inc	\$1,031,220.93	20.00
Tennessee Valley Archaeological Research	\$1,069,987.38	19.28
New South Associates	\$1,942,681.81	10.62
Richard Grubb and Associates INC	\$2,426,113.62	8.50
TRC Environmental Corporation	\$2,267,399.18	9.10
Terracon Consultants Inc	\$2,834,575.62	7.28

RFQ 390424; Archaeological Services

Evaluation Committtee Scoring Sheet

	HMB Professional Engineers, Inc	New South Associates	Richard Grubb and Associates Inc	Tennessee Valley Archaeological Research	Terracon Consultants Inc	TRC Environmental Corporation
Offeror						
Contract Acceptance (Yes/No)	No	Yes	Yes	Yes	No	Yes
Cost (20)	20.00	10.62	8.50	19.28	7.28	9.10
Qualifications (30)	24.00	26.00	25.00	26.00	26.00	27.00
Experience (25)	23.00	24.00	21.00	25.00	21.00	22.00
Project Approach (25)	22.00	25.00	22.00	23.00	22.00	22.00
Total Evaluation Scores	89.00	85.62	76.50	93.28	76.28	80.10

Evaluation Comments

HMB Professional Engineers, Inc	Richard Grubb and Associates Inc	Terracon Consultants Inc
Strengths Qualifications section, a lot of senior staff listed, Ph.D listed, qualified staff. In Experience section, parks system, similar scopes relevant experience. In Project Approach section, frequent communication was great, good approach.	Strengths Qualifications section, local, a lot of projects listed, bios were relevant. In Experience section, local civil war experience, listed drone work. In Project Approach, organized, mechanical good, reports were well written, can start quickly.	Strengths Qualifications section, Ph.D listed, good examples listed. In Experience section, good experience listed, mechanical excavation listed along with hand. In Project Approach, very detailed.
Weaknesses Qualifications section, lacked details in roles, what staff members would be doing what. In Experience section, lacked some examples, not local. In Project Approach section, lacked details, not in-depth methodology.	Weaknesses Qualifications section, lacked staff members, lacked urban areas. In Experience section, lacked cultural and parks projects. In Project Approach section, lacked details, very vague.	Weaknesses Qualifications section, lacks information per roles of staff, not specific, staff is small. In Experience section, lacked details in examples, no park experience. Project Approach section, not focused on urban site.

New South Associates	Tennessee Valley Archaeological Research	TRC Environmental Corporation
Strengths Qualifications section, good education listed, local, experience with sites. In Experience section, great experience in the region, park experiences. In Project Approach, very detailed and urban areas listed.	Strengths Qualifications section, listed a lot of people, local, diversity, Ph.D listed. In Experience section, local projects listed, experience is great, good backgrounds, familiar with sites. In Project Approach section, organized, specific, draft report was thorough.	Strengths Qualifications section, good education and backgrounds, detailed and local. In Experience section, great examples, relevant, local. In Project Approach section, provided a good approach
Weaknesses In Qualifications section, lacking Ph.D. In Experience section, lacked some details, lacked natural sites.	Weaknesses In Qualifications section, lacked details in roles. In Project Approach, detailed what they would do but not why they would do that, lacked some details.	Weaknesses In Qualifications section, small staff, lacked details on who would be doing what onsite. In Experience section, lacked examples for on call, lacks urban experience. In Project Approach section, lacked details for onsite and requirements.



Statement of M/WBE Utilization

Proposer's Firm's Name:	Tennessee Valley Archaeological Research	Proposer's Phone #:	256-705-4545
Solicitation Title:	Archaeological Services	Proposer's Email Address:	erik@tvaresearch.com
Solicitation #:	390424	Amount Self-performed :	81.7%
Proposer's Firm's Ownership:	WBE	Total Bid Amount:	1069987.38
Proposed EBO Goal (%):	2 MBE% 10 WBE%	EBO Goal Met? (Y/N)	NO

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

Certificate					* MBE/WBE Group Type *	Code # UNSPS/NAICS	Description of Work	MBE/WBE Dollars (\$)	Percent of Total Contract
MBE/WBE Firm Name	MBE/WBE Firm Address	Phone/E-Mail	Certificate Type (MBE or WBE)						
1 Archanal Protective Services	440 Metroplex Drive Suite 241	(615) 712-9759	MBE	Select	Select	46170000	Security	29639	2.77
2			Select	Select	Select				
3			Select	Select	Select				
4			Select	Select	Select				
5			Select	Select	Select				
6			Select	Select	Select				
7			Select	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) ***Please ensure to save the document as a PDF and refrain from printing and signing it.***

Erik Porth, Senior Archaeologist

Date	04/30/2025
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*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	YES	
If No, Good Faith Efforts Met?				

BAO Representative: Angie Martin	Metro Buyer: Marissa Conklin	Project Manager: Sean Alexander	Date: 05/29/25
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Total MBE Subcontracting	2.77	%
Total WBE Subcontracting	0	%
Total MBE/WBE Participation:	89.87	%

BAO Notes:

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

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Project Name: Archaeological Services		Project Number: 390424	
Company Name: Tennessee Valley Archaeological Research	Date Submitted: 05/02/2025	Total Contract Value: 1069987.38	
Address: 2119 Metro Circle SW, Suite B		Federal Tax ID# 26-1827644	
Contact Person: Erik Porth	Email:	Phone #: 256-705-4545	
GOOD FAITH EFFORTS SUMMARY SHEET			
Number	Bidder Action(s)	BAO Only	
1.	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. The written notices contain: 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 v	

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)
Archangel Protective Services, Mike Warner	MBE	Security	phone	will submit bid	5306.25	YES
JS Security Consulting	MBE	Security	phone	none	none	NO

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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)
Metropolitan Security Services/	WBE	Security	phone	none	none	NO
Sign Matters, Inc.	WBE	Printing	phone and email	none	none	NO

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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)
Metropolitan Security Services/	WBE	Printing	email	none	none	NO
Jarvis Signs	Select					Select

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

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
n/a	n/a	

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Contact Person: ERIK PORTN		Email:	Phone #: 256-705-4545
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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. Ground Penetrating Radar	2. Gradiometry
3. Security	4. Signage and document printing
5. equipment rental services	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.	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.

M/WBE Firm Name/Address/Contact Person/Phone Number/Email	Description of Proposed Work	Reason for Rejection
n/a	n/a	no bidders rejected for a reason other than not providing a bid

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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 v	

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

Type of Training	Date of Training
What constitutes harassment and how to avoid it	02/03/2025
Company policy on sexual harassment	02/03/2025
Maintaining non-discriminatory work place	02/03/2025

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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.	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.

Publication Name	Date of Publication	Please provide copy.
n/a	n/a	n/a

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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
n/a	n/a

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8.	Database Utilization Accessed all reasonable and available means to include, but not limited to the following example: 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
https://nashville.diversitycompliance.com/?TN=nashville	04/16/25	Database indicated that no contractors were available to perform gradiometry or ground penetrating radar. Security and printing companies from the list were contacted.

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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.
n/a	n/a	n/a

By submitting this 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. Failure to provide BAO requested documentation may result in noncompliance

Please ensure to save the document as a PDF and refrain from printing and signing it.