



METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY

September 26, 2018

Robert Louis
Focal Point Data Risk, LLC
201 E. Kennedy Blvd., Suite 1750
Tampa, FL 33602
Re: **RFQ # 1038661, HIPAA Compliance Office**

Dear Mr. Louis:

The Metropolitan Government of Nashville and Davidson County (Metro) has completed the evaluation of submitted solicitation offer(s) to the above RFQ # 1038661 for HIPAA Compliance Office. This letter hereby notifies you of Metro's intent to award to Focal Point Data Risk, LLC, 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 Procurement Nondiscrimination 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 Joe Ann Carr, BAO Representative, at 615-880-2338 or at joeann.carr@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 Scott Ghee by email at 615-880-3130 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", is positioned above the printed name and title.

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

Award Justification for RFQ 1038661 - HIPAA Compliance Office

Solicitation Title & Number			RFP Cost Points	RFP SBE/SDV Points	Total Cost Points
RFQ 1038661 - HIPAA Compliance Office			28	7	35

Offeror's Name	Total Bid Amount	SBE/SDV Participation Amount	RFP Cost Points	RFP SBE/SDV Points	Total Cost Points
BerryDunn	\$1,170,500.00	\$714,330.00	10.98	7.00	17.98
CompliancePoint, Inc.	\$3,735,908.00	\$0.00	3.44	0.00	3.44
Focal Point Data Risk, LLC	\$459,030.00	\$0.00	28.00	0.00	28.00
Nelson Mullins	\$468,227.00	\$0.00	27.45	0.00	27.45

*Global Information Intelligenc LLC was deemed non-responsive to the minimum requirements of the solicitation.

	BerryDunn	CompliancePoint, Inc.	Focal Point Data Risk, LLC	Nelson Mullins
Cost (35 points)	17.98	3.44	28	27.45
Business Plan (10 points)	10	7	10	10
Technical Plan (25 points)	25	25	22	22
Corporate Experience and Capacity (15 points)	15	15	14	14
References (15 points)	15	14	15	12
Total (100 points)	82.98	64.44	89	85.45

BerryDunn
Strengths – Firm provided a detailed description for each service proposed. Firm provided a description of the proposed contract team and the role to be played by each member. Firm provided a detailed plan of approach. Firm provided a comprehensive plan for all objectives. Firm provided a detailed history of their firm, including ownership and capitalization. Firm included resumes and certifications of all key personnel on the contract team. Firm provided a list of three primary clients that have been of similar size and scope. Firm provided experience with the public sector.
Weaknesses - N/A
CompliancePoint, Inc.
Strengths – Firm provided a detailed description for each service proposed. Firm provided a detailed plan of approach. Firm provided a comprehensive plan for all objectives. The training offered by the firm was strong compared to the other proposals. Firm provided a detailed history of their firm, including ownership and capitalization. Firm included resumes and certifications of all key personnel on the contract team. Firm provided experience with the public sector.
Weaknesses – The description of the proposed contract team and the role to be played by each team member lacked detail. References lacked specific detail.
Focal Point Data Risk, LLC
Strengths – Firm provided a detailed description for each service proposed. Firm provided a description of the proposed contract team and the role to be played by each member. Firm provided a detailed plan of approach. Firm provided their service quality approach. Firm provided a comprehensive plan for objectives 1, 2, 4 and 5. Firm provided a detailed history of their firm, including ownership and capitalization. Firm included resumes and certifications of all key personnel on the contract team. Firm provided a list of three primary clients that have been of similar size and scope. Firm provided experience with the public sector.
Weaknesses – Firms’ comprehensive plan for objective 3 lacked specific detail. Security compliance monitoring lacked specific detail.
Nelson Mullins
Strengths – Firm provided a detailed description for each service proposed. Firm provided a description of the proposed contract team and the role to be played by each member. Firm provided a detailed plan of approach. Firm provided their service quality approach and a strong risk based approach. Firm provided a comprehensive plan for objectives 1, 2, 4 and 5. Firm provided a detailed history of their firm, including ownership and capitalization. Firm included resumes and certifications of all key personnel on the contract team.
Weaknesses – Firms’ comprehensive plan for objective 3 lacked detail. Firm failed to demonstrate their ability to evaluate technical security controls to demonstrate the required outcomes of the RFQ. The references lacked specific detail.

PNP Compliance Results Form

Department Name: ITS

RFP/ITB Number: 1038661

Procurement Name: HIPAA Compliance Office

Primary Contractor	PNP Compliant (Yes/No)	Determination Comments/% of Participation Proposed or Bid
Focal Point Data Risk, LLC	Yes	Focal Point Data Risk, LLC is compliant with the requirements of the Procurement NonDiscrimination Program having engaged in good faith effort outreach to registered, certified MWBEs: Hoskins & Company -MBE (Declined) , Patterson Hardee & Ballentine, CPAS-WBE (Declined) and KBMD CPAs-MBE (Declined).

*Denotes Contractor with whom follow up was required

Date: 09/14/18

Metro Buyer: Scott Ghee

BAO Rep: JoeAnn Carr

BAO SBE Assessment Sheet

BAO Specialist: Carr, JoeAnn

Contract Specialist: Scott Ghee

Date: 09/14/18

Department Name: ITS

RFP/ITB Number: 10438661

Project Name: HIPAA COMPLIANCE OFFICE

Primary Contractor*	Prime Bid Amount	Total Proposed SBE (\$)	SBE Subs approved?	SBE (%)	Comments
FOCAL POINT DATA RISK, LLC	\$459,030.00	\$0.00	none	0.00%	FOCAL POINT DATA RISK, LLC has proposed no Metro-approved SBE/SDV

*For ITBs, only apparent low bidder will be listed.