



METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY

August 30, 2018

Rachel Dupont
Patel Services LLC
P O Box 76573
Highland Heights, KY 41076
Re: **RFQ # 1039681, Payphone Services**

Dear Ms. Dupont:

The Metropolitan Government of Nashville and Davidson County (Metro) has completed the evaluation of submitted solicitation offer(s) to the above RFQ # 1039681 for Payphone Services. This letter hereby notifies you of Metro's intent to award to Patel Services 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 Jerval Watson, BAO Representative, at 615-862-5641 or at Jerval.watson@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 Christina Alexander by email at christina.alexander@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 blue ink, reading "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

Payphone Services; RFQ# 1039681	Min. SBE/SDV Participation	Incentive Percentage	Incentive Calculator	Lowest Bid	MACP	Winning Bid
	0.0%	8.00%	92.00%	\$43,800	\$47,304	\$43,800.00
Offeror's Name	Bids	SBE	Participation Requirement	Participation Incentive	Incentive Evaluation Amount	Status of ITB Award
Patel Services LLC	\$43,800.00	\$0.00	\$0	\$0	\$43,800	Awarded

Alexander, Christina (Finance - Purchasing)

From: Watson, Jerval (Finance - Contract Compliance)
Sent: Monday, August 13, 2018 10:01 AM
To: Alexander, Christina (Finance - Purchasing)
Subject: RE: RFQ 1039681 Payphone Services - BAO Compliance Review Request

Good Morning Christina –

I have reviewed the bid for RFQ# 1039681 Payphone Services and I have confirmed that there is no SBE/SDV participation on this solicitation.

Please let me know if you need anything additional. Thank you!

Best,

Jerval Watson
Business Development Officer
Department of Finance
Office of Minority and Women Business Assistance (BAO)
Metropolitan Nashville Davidson County Government
730 2nd Avenue South, 1st Floor; PO Box 196300
Nashville, TN 37219-6300
(P)615-862-5461; (F)615-862-6175



From: Alexander, Christina (Finance - Purchasing)
Sent: Wednesday, August 1, 2018 12:44 PM
To: Watson, Jerval (Finance - Contract Compliance)
Cc: Pittman, Genario (Finance - Procurement)
Subject: RFQ 1039681 Payphone Services - BAO Compliance Review Request

Jerval,

RFQ 1039681 Payphone Services closed, July 31, 2018, will you provide a Preliminary BAO Compliance Review.

See attached Bid Tab as a reference.

Thanks
Christina Alexander
Procurement Officer
Department of Finance
Procurement Division
Metropolitan Nashville Davidson County
730 2nd Avenue South, Ste. 101
Nashville, TN 37210
Office-615.862.6637

Alexander, Christina (Finance - Purchasing)

From: Lane, Michelle (Finance - Procurement)
Sent: Thursday, August 30, 2018 11:55 AM
To: Cantlon, Judy (Finance - Contract Compliance)
Cc: Alexander, Christina (Finance - Purchasing); Pittman, Genario (Finance - Procurement)
Subject: Re: RFQ 1039681 Payphone Services Intent to Award Signature Request

Award to a single offeror is approved. Judy please prepare the letter.

Michelle A. Hernandez Lane
Chief Procurement Officer/Purchasing Agent
Metropolitan Nashville Davidson County
730 2nd Ave., South
[Nashville, TN 37201](#)
Office- [615.862.5471](#)
Cell-615.418.0685

Sent from my iPhone

On Aug 30, 2018, at 11:51 AM, Cantlon, Judy (Finance - Contract Compliance)
<Judy.Cantlon@nashville.gov> wrote:

From: Alexander, Christina (Finance - Purchasing)
Sent: Friday, August 24, 2018 11:13 AM
To: Cantlon, Judy (Finance - Contract Compliance)
Cc: Pittman, Genario (Finance - Procurement)
Subject: FW: RFQ 1039681 Payphone Services Intent to Award Signature Request

Judy,

Please see attached Intent to Award letter and below single offer approval request for Michelle:

Michelle,

RFQ 1039681 Payphone Services closed with a fair and reasonable single offer, the department approved the fair and reasonable single offer, (see below email correspondence).

Do you approve the fair and reasonable single offer?

I have attached the Intent to Award letter and Award Justification files for RFQ 1039681 Payphone Services. The Intent to Award letter is ready for your signature.

Christina Alexander
Procurement Officer
Department of Finance
Procurement Division
Metropolitan Nashville Davidson County
730 2nd Avenue South, Ste. 101
Nashville, TN 37210
Office- 615.862.6637

From: Pittman, Genario (Finance - Procurement)
Sent: Friday, August 24, 2018 10:59 AM
To: Alexander, Christina (Finance - Purchasing)
<Christina.Alexander@nashville.gov<<mailto:Christina.Alexander@nashville.gov>>>
Subject: FW: RFQ 1039681 Payphone Services Intent to Award Signature Request

Christina,

The Award Justification is approved.

Genario Pittman
Senior Procurement Officer
Department of Finance
Procurement Division
Metropolitan Nashville Davidson County
730 2nd Avenue South, Ste. 101
Nashville, TN 37210
Office- 615.880.2641
genario.pittman@nashville.gov<<mailto:genario.pittman@nashville.gov>>

From: Alexander, Christina (Finance - Purchasing)
Sent: Monday, August 13, 2018 11:53 AM
To: Pittman, Genario (Finance - Procurement)
<Genario.Pittman@nashville.gov<<mailto:Genario.Pittman@nashville.gov>>>
Subject: RFQ 1039681 Payphone Services Intent to Award Signature Request

Genario,

See below ready to send to Judy for Michelle's signature:

Judy,

Please see attached Intent to Award letter and below single offer approval request for Michelle:

Michelle,

RFQ 1039681 Payphone Services closed with a fair and reasonable single offer, the department approved the fair and reasonable single offer, (see below email correspondence).

Do you approve the fair and reasonable single offer?

I have attached the Intent to Award letter and Award Justification files for RFQ 1039681 Payphone Services. The Intent to Award letter is ready for your signature.

From: Law, Larry (ITS)
Sent: Wednesday, August 1, 2018 3:31 PM
To: Alexander, Christina (Finance - Purchasing)
<Christina.Alexander@nashville.gov<<mailto:Christina.Alexander@nashville.gov>>>; Lane, Michelle (Finance - Procurement)
<Michelle.Lane@nashville.gov<<mailto:Michelle.Lane@nashville.gov>>>
Cc: Pittman, Genario (Finance - Procurement)
<Genario.Pittman@nashville.gov<<mailto:Genario.Pittman@nashville.gov>>>
Subject: RE: RFQ 1039681 Payphone Services

Great! Thanks for all your help with this!

Larry Law
615-880-2788

This e-mail and any files transmitted with it are confidential and intended solely for the use of the individual or entity to whom they are addressed. If you are not the intended recipient or the person responsible for delivering the e-mail to the intended recipient, be advised that you have received this communication in error and that any use, dissemination, forwarding, printing, or copying of this communication is strictly prohibited. If you have received this communication in error, please notify the sender immediately.

From: Alexander, Christina (Finance - Purchasing)
Sent: Wednesday, August 01, 2018 3:00 PM
To: Law, Larry (ITS) <Larry.Law@nashville.gov<<mailto:Larry.Law@nashville.gov>>>; Lane, Michelle (Finance - Procurement)
<Michelle.Lane@nashville.gov<<mailto:Michelle.Lane@nashville.gov>>>
Cc: Pittman, Genario (Finance - Procurement)
<Genario.Pittman@nashville.gov<<mailto:Genario.Pittman@nashville.gov>>>
Subject: RE: RFQ 1039681 Payphone Services

Larry,

Thanks, I will proceed with the procurement process.

Christina Alexander
Procurement Officer

Nevermind...

Yes, in my opinion, the offer is fair and reasonable given what we sought in the solicitation.

Larry Law
615-880-2788

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From: Law, Larry (ITS)
Sent: Wednesday, August 01, 2018 2:29 PM
To: Lane, Michelle (Finance - Procurement) <Michelle.Lane@nashville.gov>; Alexander, Christina (Finance - Purchasing) <Christina.Alexander@nashville.gov>
Cc: Pittman, Genario (Finance - Procurement) <Genario.Pittman@nashville.gov>
Subject: RE: RFQ 1039681 Payphone Services

Can I see the full RFQ response? ...I want to make sure there are not any hidden fees.... Such as never any repair fees and never any installation fees, which is what we have at our current payphone vendor.

Was "Combined Public Communications" (our current payphone vendor for the last 10 yrs) one of the vendors that we sent the RFQ out to?

Larry Law
615-880-2788

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From: Lane, Michelle (Finance - Procurement)
Sent: Wednesday, August 01, 2018 1:23 PM
To: Alexander, Christina (Finance - Purchasing) <Christina.Alexander@nashville.gov>; Law, Larry (ITS) <Larry.Law@nashville.gov>
Cc: Pittman, Genario (Finance - Procurement) <Genario.Pittman@nashville.gov>
Subject: RE: RFQ 1039681 Payphone Services

Larry, in your opinion, is the offer is fair and reasonable given what we sought in the solicitation?

Michelle A. Hernandez Lane
Chief Procurement Officer/Purchasing Agent
Department of Finance

Procurement Division
Metropolitan Nashville Davidson County
730 2nd Avenue South, Ste. 101
Nashville, TN 37201
Office- 615.862.5471

From: Alexander, Christina (Finance - Purchasing)
Sent: Wednesday, August 01, 2018 1:02 PM
To: Law, Larry (ITS)
Cc: Pittman, Genario (Finance - Procurement); Lane, Michelle (Finance - Procurement)
Subject: RE: RFQ 1039681 Payphone Services

Larry,

The vendor is Patel Services, the offer (including 12 installation fees per year, for the 5 year contract term) is \$43,800.00

Christina Alexander

Procurement Officer
Department of Finance
Procurement Division
Metropolitan Nashville Davidson County
730 2nd Avenue South, Ste. 101
Nashville, TN 37210
Office- 615.862.6637

From: Law, Larry (ITS)
Sent: Wednesday, August 1, 2018 12:56 PM
To: Alexander, Christina (Finance - Purchasing) <Christina.Alexander@nashville.gov>
Cc: Pittman, Genario (Finance - Procurement) <Genario.Pittman@nashville.gov>
Subject: RE: RFQ 1039681 Payphone Services

Am I allowed to know who the vendor is? ... or what the single offer is?

Larry Law
615-880-2788

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From: Alexander, Christina (Finance - Purchasing)
Sent: Wednesday, August 01, 2018 12:44 PM
To: Law, Larry (ITS) <Larry.Law@nashville.gov>
Cc: Pittman, Genario (Finance - Procurement) <Genario.Pittman@nashville.gov>
Subject: RFQ 1039681 Payphone Services

RFQ 1039681 Payphone Services closed on July 31, 2018 with a fair and reasonable single offer, within the estimated budget.

Do you accept the single offer for RFQ 1039681 Payphone Services?

Christina Alexander

Procurement Officer
Department of Finance
Procurement Division
Metropolitan Nashville Davidson County
730 2nd Avenue South, Ste. 101
Nashville, TN 37210
Office- 615.862.6637