



METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY

December 13, 2018

Sharon Medley
GexPro
655 Melrose Avenue
Nashville, TN 37211

Re: **RFQ # 1039725, Electrical Equipment, Parts, and Supplies**

Dear Mrs. Medley:

The Metropolitan Government of Nashville and Davidson County (Metro) has completed the evaluation of submitted solicitation offer(s) to the above RFQ # 1039725 for Electrical Equipment, Parts, and Supplies. This letter hereby notifies you of Metro's intent to award to GexPro, 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) 862-5461 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 Brad Wall by email at brad.wall@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", is positioned above the typed name.

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

**METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY**

December 13, 2018

Everet Hampton
Border States Industries
105 25th Street North
 Fargo, ND 58102

Re: **RFQ # 1039725, Electrical Equipment, Parts, and Supplies**

Dear Mr. Hampton:

The Metropolitan Government of Nashville and Davidson County (Metro) has completed the evaluation of submitted solicitation offer(s) to the above RFQ # 1039725 for Electrical Equipment, Parts, and Supplies. This letter hereby notifies you of Metro's intent to award to Border States Industries, 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) 862-5461 or at Jerval.watson@nashville.gov.

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Michelle A. Hernandez Lane
Purchasing Agent

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RFQ # 1039725 - Electrical Equipment, Parts, and Supplies				
	Border States Industries	GexPro	Graybar Electric	McLean Technology Group
Contract Acceptance	Accepted	Accepted	Accepted	Accepted
Cost (35 Points)	26.43	28.00	25.95	27.6
Qualifications and Experience (30 Points)	28	30	12	15
Capacity to Perform (35 points)	30	32	20	10
Total (100 Points)	84.43	90.00	57.95	52.60

Border States Industries
Strengths - The firm has been in business for 66 years. The firm provided a detailed list of manufacturers that they are an authorized dealer for. The firm provided a detailed list of the key individuals, including the designated emergency point of contact, who will be involved in providing the goods/services. The firm's online system allows Metro employees to research parts and materials. Weaknesses - The firm's description of their experience servicing clients with punch-out catalogs lacked detail. The firm's timeline for a working punch-out catalog lacked detail. The firm failed to provide an organizational chart. The firm failed to address their inventory capabilities on items not in stock. The firm's backorder process lacked detail. The firm's standard shipping policy and expedited shipping policy lacked detail. The firm failed to address their ability to provide alternative purchasing options. The firm failed to provide their approach to filling emergency orders. The firm failed to address customer service issues such as backordered items, items delivered incorrectly, and invoicing issues.

GexPro
Strengths - Detailed overview of the firm. The firm has been in business for 50 years. The firm displayed detailed knowledge and the capacity to perform the services requested in the scope of work. The firm provided a detailed list of manufacturers that they are an authorized dealer for. The firm provided a detailed list of the key individuals, including the designated emergency point of contact, who will be involved in providing the goods/services. The firm provided detailed experience in servicing clients with a punch-out catalog. The firm provided a detailed timeline for a working punch-out catalog. The firm provided a detailed organizational chart. The firm provided detailed information pertaining to their inventory capabilities. The firm's online system allows Metro employees to research parts and materials. The firm information on the steps Metro needs to take when searching for alternative purchasing options. The firm provided detailed information regarding their ability to fill emergency orders. Weaknesses - The firm's backorder process lacked detail. The firm's customer service approach to issues such as backordered items, items delivered incorrectly, and invoicing issues lacked detail.

Graybar Electric

Strengths - The firm has been in business for 149 years. The firm's online system allows Metro employees to research parts and materials.

Weaknesses - The firm's list of the key individuals, including the designated emergency point of contact, who will be involved in providing the goods/services lacked detail. The firm's description of their experience servicing clients with punch-out catalogs lacked detail. The firm failed to provide a timeline for a working punch-out catalog. The firm failed to provide an organizational chart. The firm's description of their inventory capabilities lacked detail. The firm failed to provide their backorder process for items not in stock. The firm's standard shipping policy and expedited shipping policy lacked detail. The firm failed to address their ability to provide alternative purchasing options. The firm failed to provide their approach to filling emergency orders. The firm failed to address customer service issues such as backordered items, items delivered incorrectly, and invoicing issues.

McLean Technology Group

Strengths - Detailed overview of the firm. The firm has been in business for 8 years. The firm displayed detailed knowledge in the provision of the goods/services requested in the scope of work. The firm provided a detailed list of manufacturers that they are an authorized dealer for. The firm provided a detailed list of the key individuals, including the designated emergency point of contact, who will be involved in providing the goods/services. The firm provided a detailed organizational chart. The firm provided a detailed description of their standard shipping policy and expedited shipping policy.

Weaknesses - The firm failed to demonstrate any experience in servicing clients with punch-out catalogs. The firm's timeline for a working punch-out catalog lacked detail. The firm failed to provide store locations for pickup. The firm failed to provide hours for pickup at each location. The firm's description of their inventory capabilities lacked detail. The firm's backorder process for items not in stock lacked detail. The firm's description of their ability to provide alternative purchasing options lacked detail. The firm's description of their approach to filling emergency orders lacked detail. The firm's approach customer service issues such as backordered items, items delivered incorrectly and invoicing issues lacked detail.

Solicitation Title & Number			RFP Cost Points	RFP SBE/SDV Points	Total Cost Points
RFQ # 1039725 - Electrical Equipment Parts and Supplies			28	7	35
Offeror's Name	Total Bid Amount	SBE/SDV Participation Amount	RFP Cost Points	RFP SBE/SDV Points	Total Cost Points
Border States Industries	\$23,773.50	\$0.00	26.43	0.00	26.43
GexPro	\$22,440.00	\$0.00	28.00	0.00	28.00
Graybar Electric	\$24,215.00	\$0.00	25.95	0.00	25.95
McLean Technology Group	\$30,500.00	\$30,500.00	20.60	7.00	27.60

BAO SBE Assessment Sheet

BAO Specialist: Jerval Watson

Contract Specialist: Brad Wall

Date: 11/05/2018

Department Name: General Services

RFP/ITB Number: 1039725

Project Name: Electrical Equipment Parts and Supplies

Primary Contractor*	Prime Bid Amount	Total Offered SBE (\$)	SBEs approved?	Total Approved SBE (\$)	SBE (%)	Comments
Border States Industries	\$23,773.50	\$0.00	No	\$ -	0.00%	There is no SBE participation
GexPro	\$22,440.00	\$0.00	No	\$ -	0.00%	There is no SBE participation
Graybar Electric	\$24,215.00	\$0.00	No	\$ -	0.00%	There is no SBE participation
McLean Technology Group	\$30,500.00	\$30,500.00	YES	\$ 30,500.00	100.00%	The Primary Contractor is a Metro Approved SBE

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