



METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY

November 1, 2018

Eric Greschner
Evolution Maintenance, Inc.
1137 Myatt Blvd.
Madison, TN 37115

Re: **RFQ # 1043742, Commercial Grade Kitchen Equipment Maintenance and Repairs**

Dear Mr. Greschner:

The Metropolitan Government of Nashville and Davidson County (Metro) has completed the evaluation of submitted solicitation offer(s) to the above RFQ # 1043742 for Commercial Grade Kitchen Equipment Maintenance and Repairs. This letter hereby notifies you of Metro's intent to award to Evolution Maintenance, Inc., 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 Scott Ghee by email at scott.ghee@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 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 1043742 - Commercial Grade Kitchen Equipment Maintenance and Repairs

Solicitation Title & Number			RFP Cost Points	RFP SBE/SDV Points	Total Cost Points
RFQ 1043742 - Commercial Grade Kitchen Equipment Maintenance and Repairs			32	8	40
Offeror's Name	Total Bid Amount	SBE/SDV Participation Amount	RFP Cost Points	RFP SBE/SDV Points	Total Cost Points
Evolution Maintenance, Inc.	\$633,904.74	\$0.00	32.00	0.00	32.00

	Evolution Maintenance, Inc.
Cost (40 points)	32
Experience (30 points)	28
Approach and Quality Plan (30 points)	30
Total	90

Evolution Maintenance, Inc.
Strengths – Firm described their plan to monitor employees and subcontractor performance during the contract period. Firm described their capability for receiving calls, scheduling and dispatch. Firm demonstrated their understanding of the project and how their company would perform the work. Firm provided their warranty information. Firm demonstrated that they could handle at least three (3) responses simultaneously. Firm described in detail their experience performing work of similar size and scope. Firm demonstrated that they have machinery necessary to perform the work in a high quality manner. Weaknesses - One of the five projects listed was not of similar scope.

From: [Watson, Jerval \(Finance - Contract Compliance\)](#)
To: [Ghee, Scott \(Finance - Procurement\)](#)
Subject: RE: RFQ 1043742 - Commercial Grade Kitchen Equipment and Maintenance
Date: Monday, October 22, 2018 2:00:13 PM
Attachments: [image001.png](#)
[image002.png](#)

Good Afternoon Scott -

I have reviewed the bid for the RFQ # 1043742 Commercial Grade Kitchen Equipment and Maintenance and I have confirmed that there is no SBE participation. Let me know if you have any additional questions.

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: Ghee, Scott (Finance - Procurement)
Sent: Tuesday, October 16, 2018 11:07 AM
To: Watson, Jerval (Finance - Contract Compliance)
Subject: RFQ 1043742 - Commercial Grade Kitchen Equipment and Maintenance

Jerval,

RFQ 1043742 closed with a single proposal from Evolution maintenance. I have attached the bid tab that shows no SBE/SDV has been proposed. Please confirm.

Thanks,

Scott Ghee
Procurement Officer

Department of Finance
Procurement Division
Metropolitan Nashville Davidson County
730 2nd Avenue South, Ste. 101
Nashville, TN 37210
Office- 615.880.3130

From: [Lane, Michelle \(Finance - Procurement\)](#)
To: [Ghee, Scott \(Finance - Procurement\)](#); [Cantlon, Judy \(Finance - Contract Compliance\)](#)
Cc: [Walker, Sandra \(Finance - Procurement\)](#)
Subject: RE: Award Justification for RFQ 1043742 - Commercial Grade Kitchen Equipment Maintenance and Repairs
Date: Wednesday, October 31, 2018 4:32:09 PM

Award to a single offeror is approved.

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: Ghee, Scott (Finance - Procurement)
Sent: Wednesday, October 31, 2018 3:10 PM
To: Cantlon, Judy (Finance - Contract Compliance)
Cc: Lane, Michelle (Finance - Procurement); Walker, Sandra (Finance - Procurement)
Subject: FW: Award Justification for RFQ 1043742 - Commercial Grade Kitchen Equipment Maintenance and Repairs

Judy,

RFQ # 1043742 closed with a single bidder, Evolution Maintenance, Inc.. The department considers the single offer as fair and reasonable and are in agreement to move forward in awarding **Evolution Maintenance Inc.** This RFP was solicited to registered vendors under the commodity codes 7313, 5512, 8515, 4611, 4810, 2413, 2318 and 2315. An adequate pool of offerors had an opportunity to submit a response to the solicitation. Will you please forward this request to Michelle, and if she approves of the single offer, I will then save her response with the solicitation documents and move forward with the award.

Thanks,

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

Office- 615.880.3130

From: Walker, Sandra (Finance - Procurement)
Sent: Wednesday, October 31, 2018 2:52 PM
To: Ghee, Scott (Finance - Procurement)
Subject: RE: Award Justification for RFQ 1043742 - Commercial Grade Kitchen Equipment Maintenance and Repairs

Approved.

From: Ghee, Scott (Finance - Procurement)
Sent: Wednesday, October 31, 2018 9:30 AM
To: Walker, Sandra (Finance - Procurement)
Subject: Award Justification for RFQ 1043742 - Commercial Grade Kitchen Equipment Maintenance and Repairs

Sandra,

Please review the attached award justification and let me know if you approve.

Thanks,

Scott Ghee
Procurement Officer
Department of Finance
Procurement Division
Metropolitan Nashville Davidson County
730 2nd Avenue South, Ste. 101
Nashville, TN 37210
Office- 615.880.3130