

**Notice of Intent to Award**

Solicitation Number	GG000026	Award Date	3/23/2026 11:09 AM CDT
Solicitation Title	Indigent Burial and Cremation Services		
Buyer Name	Grace Wichert	Buyer Email	Grace.Wichert@nashville.gov
BAO Rep	Christopher Wood	BAO Email	Christopher.Wood@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	LOV II, Inc. dba Lewis & Wright Funeral Directors	Company Contact	Michelle Lopez
Street Address	2500 Clarksville Hwy		
City	Nashville	State	TN
		Zipcode	37208

Company Name	Premier Funeral & Cremation Services, LLC	Company Contact	Delbrita Greene
Street Address	1831 12th Ave. S, Ste. 244		
City	Nashville	State	TN
		Zipcode	37203

Company Name	Steve Ganaway dba S A G Funeral Home	Company Contact	Rhonda Ganaway
Street Address	1503 Buchanan St.		
City	Nashville	State	TN
		Zipcode	37208

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.

Dennis Rowland
Purchasing Agent & Chief Procurement Officer

(Initial)
Zak Kelley

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Company Name	West Tennessee Funeral Associates, LLC	Company Contact	DJ Brewer
Street Address	1441 Gutherie Drive, Unit 206		
City	Cleveland	State	TN
		Zipcode	37320

Company Name		Company Contact	
Street Address			
City		State	
		Zipcode	

Company Name		Company Contact	
Street Address			
City		State	
		Zipcode	

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Dennis Rowland

Dennis Rowland
Purchasing Agent & Chief Procurement Officer

ZK

(Initial)
Zak Kelley



RFQGG000026
Indigent Burial and Cremation Services

Company Name	Ability to Provide Services	Fixed Price Acceptance	Funeral Director & Embalmers License	Pass/ Fail
LOV II, Inc. dba Lewis & Wright Funeral Directors	Yes	Yes	Yes	Pass
Premier Funeral & Cremations Services, LLC	Yes	Yes	Yes	Pass
Steve Ganaway dba S A G Funeral Home, LLC	Yes	Yes	Yes	Pass
West Tennessee Funeral Associates, LLC	Yes	Yes	Yes	Pass

Certificate Of Completion

Envelope Id: 75B9007A-9849-4DE6-B4F0-264EA73239D8

Status: Completed

Subject: Intent to Award - RFQ # GG000026 for Indigent Burial & Cremation Services

Source Envelope:

Document Pages: 3

Signatures: 2

Envelope Originator:

Certificate Pages: 2

Initials: 4

Grace Wichert

AutoNav: Enabled

730 2nd Ave. South 1st Floor

Envelopeld Stamping: Enabled

Nashville, TN 37219

Time Zone: (UTC-06:00) Central Time (US & Canada)

Grace.Wichert@nashville.gov

IP Address: 170.190.198.185

Record Tracking

Status: Original

Holder: Grace Wichert

Location: DocuSign

3/20/2026 7:36:44 AM

Grace.Wichert@nashville.gov

Security Appliance Status: Connected

Pool: StateLocal

Signer Events

Signature

Timestamp

Terri L. Ray

Terri.Ray@nashville.gov

Finance Manager

Metropolitan Government of Nashville and Davidson County

Security Level: Email, Account Authentication (None)

Electronic Record and Signature Disclosure:

Not Offered via DocuSign

Sent: 3/20/2026 7:49:40 AM

Viewed: 3/20/2026 9:45:05 AM

Signed: 3/21/2026 8:54:21 AM

Signature Adoption: Pre-selected Style

Using IP Address: 170.190.198.185

Zak Kelley

Zak.Kelley@Nashville.gov

Finance Manager

Metro Nashville Government

Security Level: Email, Account Authentication (None)

Electronic Record and Signature Disclosure:

Not Offered via DocuSign

Sent: 3/21/2026 8:54:22 AM

Viewed: 3/23/2026 8:50:39 AM

Signed: 3/23/2026 8:51:06 AM

Signature Adoption: Drawn on Device

Using IP Address: 170.190.198.185

Dennis Rowland

Dennis.Rowland@nashville.gov

Purchasing Agent & Chief Procurement Officer

Security Level: Email, Account Authentication (None)

Electronic Record and Signature Disclosure:

Not Offered via DocuSign

Sent: 3/23/2026 8:51:07 AM

Viewed: 3/23/2026 11:09:42 AM

Signed: 3/23/2026 11:09:55 AM

Signature Adoption: Pre-selected Style

Using IP Address: 170.190.198.185

In Person Signer Events

Signature

Timestamp

Editor Delivery Events

Status

Timestamp

Agent Delivery Events

Status

Timestamp

Intermediary Delivery Events

Status

Timestamp

Certified Delivery Events

Status

Timestamp

Carbon Copy Events

Status

Timestamp

Witness Events	Signature	Timestamp
Notary Events	Signature	Timestamp
Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	3/20/2026 7:49:40 AM
Envelope Updated	Security Checked	3/20/2026 10:20:49 AM
Envelope Updated	Security Checked	3/20/2026 10:20:49 AM
Envelope Updated	Security Checked	3/20/2026 10:20:49 AM
Envelope Updated	Security Checked	3/20/2026 10:20:49 AM
Envelope Updated	Security Checked	3/20/2026 10:38:11 AM
Envelope Updated	Security Checked	3/20/2026 10:38:11 AM
Certified Delivered	Security Checked	3/23/2026 11:09:42 AM
Signing Complete	Security Checked	3/23/2026 11:09:55 AM
Completed	Security Checked	3/23/2026 11:09:55 AM
Payment Events	Status	Timestamps