



### Notice of Intent to Award

Solicitation Number	347252	Award Date	6/27/2023   4:03 PM CDT
Solicitation Title	Greens Covers for Metro Golf Courses		
Buyer Name	Von L. Bell	Buyer Email	von.bell@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	ProSolutions, LLC	Company Contact	Spencer Searcy		
Street Address	PO Box 119				
City	Springfield	State	TN	Zipcode	37172

Company Name		Company Contact			
Street Address					
City		State		Zipcode	

Company Name		Company Contact			
Street Address					
City		State		Zipcode	

### 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.

MLL Supervisor (Initial)

Michelle A. Hernandez Lane

Michelle A. Hernandez Lane  
Purchasing Agent & Chief Procurement Officer

Enter Solicitation Title & Number Below						
Greens Covers for Metro Golf Courses RFQ 347252	Min. SBE/SDV Participation	Incentive Percentage	Incentive Calculator	Lowest Bid	MACP	Winning Bid
.	0.0%	0.00%	0.00%	\$0.94	\$0.94	\$0.94
Offeror's Name	Bids	SBE	Participation Requirement	Participation Incentive	Incentive Evaluation Amount	Status of ITB Award
ProSolutions, LLC	***per sq. foot**	\$0.94	\$0	\$0.00	\$0.94	Awarded

**From:** [Lane, Michelle \(Finance - Procurement\)](#)  
**To:** [Bell, Von \(Finance\)](#)  
**Cc:** [Clay, Gary \(Finance\)](#)  
**Subject:** RE: RFQ 347252 Greens Covers for Metro Golf Courses  
**Date:** Wednesday, June 21, 2023 4:13:03 PM

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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 2<sup>nd</sup> Avenue South, Ste. 101  
Nashville, TN 37201  
Office- 615.862.5471

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**From:** Bell, Von (Finance) <Von.Bell@nashville.gov>  
**Sent:** Wednesday, May 31, 2023 3:30 PM  
**To:** Lane, Michelle (Finance - Procurement) <Michelle.Lane@nashville.gov>  
**Cc:** Clay, Gary (Finance) <Gary.Clay@nashville.gov>  
**Subject:** FW: RFQ 347252 Greens Covers for Metro Golf Courses

Michelle,

**RFQ 347252 Greens Covers for Metro Golf Courses** closed with a single bidder, **ProSolutions, LLC**.

Please note, the department, considers the offer fair and reasonable and agrees to proceed. An adequate number of suppliers had an opportunity to submit responses to the solicitation as all suppliers registered under category code 70110000 that were sent the **ITB**.

Please note, no **EBO goals or MBE/WBE** were established for this **solicitation**.

Do you approve the single offer?

Thanks,

*Von L. Bell*

Procurement Officer II (Buyer)  
Department of Finance  
Procurement Division  
Metropolitan Government, Nashville Davidson County  
730 2<sup>nd</sup> Avenue South, St 101  
Nashville, TN 37201  
Office-615-862-6463



*Do what you are supposed to do when you are supposed to do it; because when you don't, it impacts others!!!*

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**From:** Denton, Brandon (Parks) <[Brandon.Denton@nashville.gov](mailto:Brandon.Denton@nashville.gov)>  
**Sent:** Wednesday, May 31, 2023 3:21 PM  
**To:** Bell, Von (Finance) <[Von.Bell@nashville.gov](mailto:Von.Bell@nashville.gov)>  
**Subject:** Re: RFQ 347252 Greens Covers for Metro Golf Courses

Von,

I sincerely apologize for taking so long to respond. This one slipped through the cracks. The department is good with the bid that was submitted.

Thanks  
Brandon

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**From:** Bell, Von (Finance) <[Von.Bell@nashville.gov](mailto:Von.Bell@nashville.gov)>  
**Sent:** Thursday, May 25, 2023 2:26:20 PM  
**To:** Denton, Brandon (Parks) <[Brandon.Denton@nashville.gov](mailto:Brandon.Denton@nashville.gov)>  
**Subject:** RFQ 347252 Greens Covers for Metro Golf Courses

Hi Brandon,

The solicitation closed today with a single bid submission. Please review the attached pricing (per square foot) information and let me know if the department considers the offer fair and reasonable to proceed with the procurement process.

Thanks,

*Von L. Bell*

Procurement Officer II (Buyer)

Department of Finance

Procurement Division

Metropolitan Government, Nashville Davidson County

730 2<sup>nd</sup> Avenue South, St 101

Nashville, TN 37201

Office-615-862-6463



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**Certificate Of Completion**

Envelope Id: 4D1FAFC32B5D40F08EC9BEB676A5725F	Status: Completed
Subject: Intent to Award - RFQ # 347252 for Greens Covers for Metro Golf Courses	
Source Envelope:	
Document Pages: 5	Signatures: 1
Certificate Pages: 2	Initials: 1
AutoNav: Enabled	Envelope Originator:
Envelope Stamping: Enabled	Von Bell
Time Zone: (UTC-06:00) Central Time (US & Canada)	730 2nd Ave. South 1st Floor
	Nashville, TN 37219
	von.bell@nashville.gov
	IP Address: 170.190.198.190


**Record Tracking**

Status: Original 6/27/2023 3:40:36 PM	Holder: Von Bell von.bell@nashville.gov	Location: DocuSign
Security Appliance Status: Connected	Pool: StateLocal	
Storage Appliance Status: Connected	Pool: Metropolitan Government of Nashville and Davidson County	Location: DocuSign

**Signer Events**

Signer Events	Signature	Timestamp
Gary Clay Gary.Clay@nashville.gov Asst. Purchasing Agent Security Level: Email, Account Authentication (None)	  Signature Adoption: Uploaded Signature Image Using IP Address: 170.190.198.190	Sent: 6/27/2023 3:42:48 PM Viewed: 6/27/2023 4:01:20 PM Signed: 6/27/2023 4:02:19 PM

**Electronic Record and Signature Disclosure:**  
Not Offered via DocuSign

Michelle A. Hernandez Lane michelle.lane@nashville.gov Chief Procurement Officer/Purchasing Agent Metro Security Level: Email, Account Authentication (None)	  Signature Adoption: Pre-selected Style Using IP Address: 170.190.198.190	Sent: 6/27/2023 4:02:20 PM Viewed: 6/27/2023 4:03:12 PM Signed: 6/27/2023 4:03:32 PM
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**Electronic Record and Signature Disclosure:**  
Not Offered via DocuSign

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

<b>Envelope Summary Events</b>	<b>Status</b>	<b>Timestamps</b>
Envelope Sent	Hashed/Encrypted	6/27/2023 3:42:48 PM
Certified Delivered	Security Checked	6/27/2023 4:03:12 PM
Signing Complete	Security Checked	6/27/2023 4:03:32 PM
Completed	Security Checked	6/27/2023 4:03:32 PM

<b>Payment Events</b>	<b>Status</b>	<b>Timestamps</b>
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