



**Notice of Intent to Award**

Solicitation Number	355276	Award Date	11/22/2023   3:45 PM CST
Solicitation Title	Onsite Occupational Medical Center Services		
Buyer Name	Christina Alexander	Buyer Email	christina.alexander@nashville.gov
BAO Rep	Sierra Washington	BAO Email	sierra.washington@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	concentra Health Services Inc	Company Contact	Brandy Mitchell	
Street Address	5080 Spectrum Drive, Ste 1200 W.			
City	Addison	State	TX	Zipcode 75001

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		Lowest Bid	
Onsite Occupational Medical Center Services; RFQ 355276		\$7,531,432.38	30
Offeror's Name	Bids		RFP Cost Points
Concentra Medical Centers	\$7,531,432.38		30.00
<b>No BAO programming applicable to this solicitation - Diversity Plan</b>			

Music City Med Inc. was deemed non-responsive for failure to comply solicitation requirements.

## RFQ 355276 Onsite Occupational Medical Center Services Evaluation Committee Score Sheet

Offeror	Concentra Medical Centers
Contract Acceptance	Yes
Cost (30 points)	30.00
Staffing and Technical Expertise (15 points)	15.00
Company Experience and Capacity (20 points)	19.00
Business Plan (30 points)	30.00
Diversity Plan	0.00
<b>Total Evaluation Scores</b>	<b>94.00</b>

### Evaluation Comments

Concentra Medical Centers
<p><b>Strengths</b></p> <p>Proposal demonstrated firm's capacity to perform and accommodate Metro with staffing, to include a new hiring process. Proposal demonstrated proposed staff's ER background and experience. Proposal demonstrated firm's detailed approach, and Government experience. Proposal demonstrated firm's years of experience in the industry. Proposal provided a detailed company timeline. Firm proposed providing education and prevention information for injuries, as well as detailed clinician time between staff and patient, and plan for passing patient to administrative staff. Proposal addressed review with Davies charges, daily reports, utilization &amp; quarterly, ad hoc reports.</p>
<p><b>Weaknesses</b></p> <p>Reference projects provided were not all of similar size of scope of work for this RFQ. Firm's litigation response lacked detail.</p>

**Music City Med Inc. was deemed non-responsive for failure to comply solicitation requirements.**

metropolitan government of nashville & davidson county



# Vendor Evaluation

for diversity, equity, and inclusion practices

Solicitation Numbers 355276

Questions?

Project Title: Onsite Occupational Medical Center Services

Email [BAO@Nashville.gov](mailto:BAO@Nashville.gov)

Date: 9/20/2023

submit completed evaluation form to [BAO@Nashville.gov](mailto:BAO@Nashville.gov).

## Vendor Details

Vendor:

Concentra Onsite Health

Contact Person:

Email:

Phone:

Address:

Other:

# Programatic Review

Do you have a specific program to promote the use of black and brown owned, women-owned, LGBT-owned, service disabled veteran-owned, or small businesses?

YES

NO

If NO, proceed to page 3. If yes, upload documentation in the form of a policy manual or similar document.

Do you have measurable goals for the utilization of these types of businesses on non-government projects?

YES

NO

If YES, please provide both the goal and actual achievement for your most recently completed fiscal year -->

Firm Type	Goal	Actual
Minority Owned		
Woman Owned		
LGBT Owned		
Service Disabled Veteran Owned		
Small Business		

Do you have an employee dedicated, in whole or in part, to the administration of this program?

YES

NO

If YES, please provide -->

Program	Staff
Name	
% of time spent on program	
Email/Phone	

# Mentorship

Do you participate in any government - sponsored mentorship programs assisting black and brown owned, women owned, LGBT owned, service disabled veteran owned, or small businesses?

YES  NO

If YES, please list them:

Government Sponsor	Business Mentored

Do you provide industry specific training to black and brown owned, women owned, LGBT owned, service disabled veteran owned, or small businesses?

YES  NO

If YES, please complete:

Number Trained	Hours Provided

Briefly, is there anything else about your diversity, equity, and inclusion practices that we should know?

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BELOW TO BE COMPLETED BY METRO STAFF

Total Score:

0

Initial:

SW

QUESTION	Score	Comment
1		Firm did not complete the Metro DPE and provided limited information
2		regarding diversity, equity and inclusion practices as it relates to our evaluation.
3		
4		
5		



### Notice of Rejection

Solicitation Number	355276	Date	
Solicitation Title	Onsite Occupational Medical Center Services		
Buyer Name	Christina Alexander	Buyer Email	christina.alexander@nashville.gov
BAO Rep	Sierra Washington	BAO Email	sierra.washington@nashville.gov

The Metropolitan Government of Nashville and Davidson County has determined the offer submitted by the following supplier is not minimally responsive to the requirements of the referenced solicitation:

Company Name	Music City Med Inc	Company Contact	Alphonso Harvey	
Street Address	810 Dominican Dr			
City	Nashville	State	TN	Zipcode 37228
Reason	Offer does not meet the requirements of the solicitation and is unacceptable.			
Other/Notes	Offer deemed non-responsive to evaluation criteria section requirements.			

### Public Information and Records Retention

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*Michelle A. Hernandez Lane*

**Certificate Of Completion**

Envelope Id: 342F6161E05541A3A2D4E0D18EF0B606	Status: Completed
Subject: Complete with DocuSign: Reject Individual - 4242023.pdf	
Source Envelope:	
Document Pages: 1	Signatures: 1
Certificate Pages: 1	Initials: 0
AutoNav: Enabled	Envelope Originator:
Envelope Stamping: Enabled	Christina Alexander
Time Zone: (UTC-06:00) Central Time (US & Canada)	730 2nd Ave. South 1st Floor
	Nashville, TN 37219
	christina.alexander@nashville.gov
	IP Address: 170.190.198.185

**Record Tracking**

Status: Original 11/17/2023 3:17:02 PM	Holder: Christina Alexander christina.alexander@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**

Michelle A. Hernandez Lane  
michelle.lane@nashville.gov  
Chief Procurement Officer/Purchasing Agent  
Metro  
Security Level: Email, Account Authentication (None)

**Signature**

*Michelle A. Hernandez Lane*  
Signature Adoption: Pre-selected Style  
Using IP Address: 170.190.198.190

**Timestamp**

Sent: 11/17/2023 3:18:22 PM  
Viewed: 11/20/2023 4:34:18 PM  
Signed: 11/20/2023 4:36:51 PM  
Freeform Signing

**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**

Envelope Sent	Hashed/Encrypted	11/17/2023 3:18:22 PM
Certified Delivered	Security Checked	11/20/2023 4:34:18 PM
Signing Complete	Security Checked	11/20/2023 4:36:51 PM
Completed	Security Checked	11/20/2023 4:36:51 PM

**Payment Events****Status****Timestamps**




**Certificate Of Completion**

Envelope Id: 0D66FF1B656646AF86E9F491F8B66C57	Status: Completed
Subject: Intent to Award - RFQ # 355276 for Onsite Occupational Medical Center Services	
Source Envelope:	
Document Pages: 8	Signatures: 1
Certificate Pages: 2	Initials: 1
AutoNav: Enabled	Envelope Originator:
Envelope Stamping: Enabled	Christina Alexander
Time Zone: (UTC-06:00) Central Time (US & Canada)	730 2nd Ave. South 1st Floor
	Nashville, TN 37219
	christina.alexander@nashville.gov
	IP Address: 170.190.198.185


**Record Tracking**

Status: Original 11/22/2023 1:49:41 PM	Holder: Christina Alexander christina.alexander@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
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: 172.58.144.219 Signed using mobile	Sent: 11/22/2023 1:52:11 PM Viewed: 11/22/2023 3:44:43 PM Signed: 11/22/2023 3:45:05 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: 172.58.144.219 Signed using mobile	Sent: 11/22/2023 3:45:06 PM Viewed: 11/22/2023 3:45:15 PM Signed: 11/22/2023 3:45:22 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	11/22/2023 1:52:11 PM
Certified Delivered	Security Checked	11/22/2023 3:45:15 PM
Signing Complete	Security Checked	11/22/2023 3:45:22 PM
Completed	Security Checked	11/22/2023 3:45:22 PM

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