



Notice of Intent to Award

Solicitation Number	342261	Award Date	8/30/2023 6:49 PM CDT
Solicitation Title	Multifunction Devices (MFDs), Copier/Printers & Related Devices and Services		
Buyer Name	Terri Ray	Buyer Email	terri.ray@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	RJ Young Company LLC	Company Contact	Angela Burke	
Street Address	730A Freeland Station Rd			
City	Nashville	State	TN	Zipcode 37228

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.

RFQ 342261 - Multifunction Devices (MFDs), Copier/Printers & Related Devices and Services**Scoring and Justification**

Evaluation Criteria/Offers	Qualifications and Experience (35 Points)	Project Approach and Capacity to Perform (35 Points)	Cost (30 Points)	Total (Max 100 points)
Konica Minolta Business Solutions	26.00	25.00	27.99	78.99
RJ Young Company LLC	32.00	32.00	30.00	94.00

342261 - Multifunction Devices (MFDs), Copier/Printers & related devices and services			RFP Cost Points
			30
Offeror's Name	Bids	Evaluation Amount	RFP Cost Point Distribution
Konica Minolta Business Solutions	\$ 6,200,570.88	\$6,200,571	27.99
RJ Young Company LLC	\$ 5,785,488.05	\$5,785,488	30.00

Konica Minolta Business Solutions

Strengths – Proposal demonstrated detailed warranty and specification information. Warranty details within the proposal stated a guarantee to connect with Metro's network or equipment would be replaced Proposal demonstrated detailed approach as it relates to support and offered a 95% uptime guarantee. Project experience within the proposal is similar in complexity of the scope of services outlined in the solicitation.

Weaknesses – Proposal demonstrated a lack of understanding of the scope of services by referencing copy center and production printer throughout proposal. Proposal offered the use of shipping toner cartridges individually rather than a toner cartridge recycling containers that would be picked up on a regular schedule. Proposal mentioned Metro Nashville Public Schools (MNPS) throughout. Proposal demonstrated that the Offeror didn't want to adhere to Metro's background check but rather follow their own background check process. Proposal failed to address approach to replacement in case machine goes out. Proposed approach to service calls puts more burden on Metro to manage and request Metro staff to troubleshoot. Preventative maintenance must be prompted by Metro to the vendor. Overall proposal was difficult to review. Proposal failed to demonstrate the quoting process or help desk options. Proposal lacked details regarding the expertise of Offeror providing the scope of services. Proposal provided a general statement regarding the ability to connect MFDs to the Metro Network and capability with existing software such as Envisionware as outlined in the scope. Project experience within the proposal was not of similar size, and scope of the scope of services outlined in the solicitation. Proposal listed several individuals but only one resume for all the people listed.

RJ Young

Strengths – Proposal demonstrated detailed approach regarding machines proposed, training on all machines, and machine swapping process. Proposal offered a service call center or portal that will triage services before sending out technician. Proposal demonstrated a phased approach to distributing equipment that will be handled by distribution trucks and crews. Proposal offered picking up old equipment when new equipment was delivered. Proposal offered toner cartridge recycling bins. Proposal offered next business day delivery on supply orders. Proposal offered two project coordinators (one for sales and one for services) which demonstrated an understanding of the scope and size of Metro. Proposal offered the use of easy pass for supply order, service calls, and meter reading. Proposal demonstrated experience of similar size, scope, and complexity of the scope of services. Proposal provided detailed information regarding proposed equipment as well as the implementation process. Proposal demonstrated an understanding of connecting to Metro network and capabilities with existing software such as Envisionware.

Weaknesses – Proposal failed to provide details regarding quoting and/or invoice process. Proposal lacked detail on description of service for past project experience.


Certificate Of Completion

Envelope Id: 610AF658D7424714AF928B0EF8323546	Status: Completed
Subject: Intent to Award - RFQ # 342261 for Multifunction Dev.(MFDs), Copier/Printers & Related Dev. and Ser.	
Source Envelope:	
Document Pages: 2	Signatures: 1
Certificate Pages: 2	Initials: 1
AutoNav: Enabled	Envelope Originator:
Envelope Stamping: Enabled	Terri Ray
Time Zone: (UTC-06:00) Central Time (US & Canada)	730 2nd Ave. South 1st Floor
	Nashville, TN 37219
	terri.ray@nashville.gov
	IP Address: 170.190.198.185


Record Tracking

Status: Original	Holder: Terri Ray	Location: DocuSign
8/30/2023 12:10:48 PM	terri.ray@nashville.gov	
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: 172.58.144.142 Signed using mobile	Sent: 8/30/2023 12:13:16 PM Viewed: 8/30/2023 6:49:13 PM Signed: 8/30/2023 6:49:20 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: 172.58.144.142 Signed using mobile	Sent: 8/30/2023 6:49:20 PM Viewed: 8/30/2023 6:49:28 PM Signed: 8/30/2023 6:49:34 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

Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	8/30/2023 12:13:16 PM
Certified Delivered	Security Checked	8/30/2023 6:49:28 PM
Signing Complete	Security Checked	8/30/2023 6:49:34 PM
Completed	Security Checked	8/30/2023 6:49:34 PM

Payment Events	Status	Timestamps
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