



**Notice of Intent to Award**

Solicitation Number	361260	Award Date	3/13/2024   5:23 PM CDT	
Solicitation Title	North Nashville Community Engagement - Jefferson St. Study			
Buyer Name	Christina Alexander	Buyer Email	christina.alexander@nashville.gov	
BAO Rep	Joe Ann Carr	BAO Email	joeann.carr@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	Kimley-Horn and Associates Inc	Company Contact	Katherine Frye		
Street Address	10 Lea Ave., Ste. 400				
City	Nashville	State	TN	Zipcode	37210

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

## RFQ 361260 North Nashville Community Engagement /Jefferson St. Study Evaluation Committee Score Sheet

Offeror	AECOM Technical Services, Inc.	Capital Project Solutions	KCI Technologies, Inc.	Kimley-Horn and Associates, Inc.
Contract Acceptance	Yes	Yes	Yes	Yes
Team Qualifications (30 Points)	27.00	20.00	25.00	29.00
Statement of Experience on Similar Projects (20 Points)	18.00	11.00	16.00	18.00
Statement of Project Understanding (10 Points)	8.00	5.00	0.00	10.00
Project Approach and Project Schedule (40 Points)	35.00	26.00	31.00	38.00
<b>Total Evaluation Scores</b>	<b>88.00</b>	<b>62.00</b>	<b>72.00</b>	<b>95.00</b>

### Evaluation Comments

#### AECOM Technical Services, Inc.

##### Strengths

Firm proposed a detailed call out to social justice plan. Proposal demonstrated a strong NEPA bench across the country. The proposed team available at least 70% of the time. Environmental justice was key and on staff availability was a plus. A diverse group of people to work on social equity. Demonstrated an thorough overview of North Nashville and understand the need to build relationships through grassroot engagements. Proposed the use of student ambassadors for outreach, and stipends for stakeholders.

##### Weaknesses

Proposal lacked detail demonstrating experience on similar projects for PM and deputy PM. Proposal lacked detail demonstrating firm's capacity to perform scope of work. Reference projects were not of similar size, scope, or complexity. Statement of project understanding lacked detail. Task management lacked detail for community planning. Quality assurance and quality control plans both lacked detail.

### Capital Project Solutions

#### Strengths

Proposal demonstrated a strong research and statistical team. Historian on team. Provided a detailed economic development plan . Purposed multi-generational approach. Demonstrated the need of trust building for Jefferson Street re-birth plan through grassroot engagements. Provided detailed quality assurance and quality control plans.

#### Weaknesses

Project lead and majority of team available only 40% of the time. Proposal failed to demonstrate transportation experience. Firm's provided organizational chart was unclear and lacked detail, team roles and responsibilities were not clearly defined. Proposal failed to demonstrate experience with provided statement of experience. Reference projects were not of similar size, scope, or complexity. Statement of project understanding lacked detail, failed to demonstrate a clear understanding of the project and tasks. Proposed project approach lacked detail. Proposed community engagement plan lacked detail.

### KCI Technologies, Inc.

#### Strengths

Proposal demonstrated local community experience. Proposed engagement resources. Strong in NEPO process. Demonstrated Connect Downtown experience, Rondo displacement community experience and knowledge of Jefferson Street risk mitigation strategies. Detailed community engagement plan. Proposed anti-displacement strategies.

#### Weaknesses

Firm's proposed team collaborations were unclear. Firm's similar project experience was unclear. Proposed team availability was unclear. Firm's capacity to perform scope of work was unclear. Proposal demonstrated limited corridor transportation experience. Proposal failed to address statement of understating section. Firm's proposed project approach lacked detail. Firm's proposed tasks lacked detail.

### Kimley-Horn and Associates, Inc.

#### Strengths

Proposal demonstrated firm is a trusted community partner. PM available 70% of the time. Provided a detailed statement of experience. Reference projects were of similar size, scope, and complexity. Justice 40 initiative. CAP not assumed outcome. Proposal demonstrated a clear understanding of project and impact to the community. Proposed grant application preparation. Scientific public opinion polling approach. PELL experience with Memphis TDOT. Provided a detailed communications plan.

#### Weaknesses

Proposed community engagement plans after COVID, tasks lacked detail. Cost control risk lacked detail.

**BAO SBE Assessment Sheet**

<b>BAO Specialist:</b> JoeAnn Carr
<b>Contract Specialist:</b> Christina Alexander
<b>Date:</b> 03/05/24
<b>Department Name:</b> Planning
<b>RFP/ITB Number:</b> 361260
<b>Project Name:</b> North Nashville Community Engagement-Jefferson St Study

**SBE/SDV**

**Requirement  
Acknowledged?**

**Primary Contractor**

**Comments**

Primary Contractor	Requirement Acknowledged?	Comments
Kimley-Horn and Associates, Inc.	Yes	Proposer acknowledged the SBE/SDV Cost Incentive participation expectation over the life of the project as required by the solicitation. The prime is not an approved SBE/SDV and proposed the engagement of SBE firm; Burch Transportation,



## Statement of M/WBE Utilization **A&E ONLY**

Proposer's/Firm's Name: Kimley-Horn and Associates, Inc.	Proposer's Phone #: 629 255 0403
Solicitation Title: North Nashville Community Engagement/Jefferson Street Study	Proposer's Email Address: Doug.Delaney@kimley-horn.com
Solicitation #: 361260	Total Bid Amount: N/A
<b>EBO Goal (%)</b> : <u>12.00</u> MBE% <u>9</u> WBE%	EBO Goal Met? (Y/N) <b>Y</b>

The following MWBE\* subcontractor(s)/supplier(s) will be utilized for the performance of this project:

#	MBE/WBE Firm Name	MBE/WBE Firm Address	Phone/E-Mail	Certificate Type (MBE or WBE)	* MBE/WBE Group Type *	Code # UNSPS/NAICS	Description of Work
1	Burch Transportation	1114 17th Avenue S. Suite, 103 Nashville, TN 37212	615-258-8551/amyburch@burchtr.com	WBE	5	UNSPSC 81102200	Existing Conditions and Trends, Jefferson Street Cap Planning and Environmental Linkages Report
2	Fairpointe Planning	704 Wesleywood Dr Nashville, TN 37205	615-657-9685/hallt@fairpointeplanning.com	MBE	1	UNSPSC 80101500, 80101600, 80141500	Public and Stakeholder Engagement, Existing Conditions and Trends; Community-Based Planning Initiative
3	MEPR Agency	1902 Shelby Avenue Unit A Nashville, TN 37206	615-592-6377/info@mepragency.com	MBE	1	UNSPSC 8014, 8016, 8210, 8211, 8214	Public and Stakeholder Engagement; Community-Based Planning Initiative
4	Richard Grubb & Associates, Inc.	259 Prospect Plains Road Building D Cranbury, NJ 08512	609-655-0692 Ext. 324/adommi@rgr.com	WBE	5	UNSPSC 60103800, 77000000, 81100000	Existing Conditions and Trends
5	Urban Campus & Core	PO Box 292998 Nashville, TN 37229	615-496-3405/jennifer.horne@urbancampusandcore.com	MBE	1	UNSPSC 80130000, 80131800	Existing Conditions and Trends; Jefferson Street Cap Planning and Environmental Linkages Report
6				Select	Select		
7				Select	Select		

*I am the duly authorized representative and certify the facts and representations contained in this form and supporting documents are true and correct.*

Authorized Representative (Printed Name/Title/Signature) <b>Chris Rhodes, P.E./Vice President</b>	Date <b>11/28/2023</b>
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\*Note: MWBE is defined as business enterprise maintaining a significant business presence in the Program Area & performing a commercial useful function that is owned by one or more of the following: (1) African Americans (2) Native Americans, (3) Hispanic Americans, (4) Asian Americans, and (5) Women.

<b>Has Prime Acknowledged EBO Goals Achievement?</b>	Yes	<b>For Internal Office Use ONLY</b> <i>If No, Good Faith Efforts Met?</i>	BAO Only
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**BAO Representative:** JoeAnn Carr **Metro Buyer:** Christina Alexander

**Project Manager:** Casey Hopkins and Andrea Barber **Date:** 03/05/24

**BAO Notes:**

Proposer is compliant with the Equal Business Opportunity Program having acknowledged the M/WBE goals and can achieve as required by the Procurement Code. Actual dollar amounts will be confirmed upon contract award.

**Certificate Of Completion**

Envelope Id: E2DEF7BAC15F494BA52B81B0D554D30F	Status: Completed
Subject: Intent to Award - RFQ # 361260 for North Nashville Community Engagement - Jefferson St Study	
Source Envelope:	
Document Pages: 5	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	Holder: Christina Alexander	Location: DocuSign
3/12/2024 3:30:09 PM	christina.alexander@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: 170.190.198.185	Sent: 3/12/2024 3:32:08 PM Viewed: 3/13/2024 10:18:41 AM Signed: 3/13/2024 5:18:50 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: 170.190.198.185	Sent: 3/13/2024 5:18:51 PM Viewed: 3/13/2024 5:22:41 PM Signed: 3/13/2024 5:23:09 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	3/12/2024 3:32:08 PM
Certified Delivered	Security Checked	3/13/2024 5:22:41 PM
Signing Complete	Security Checked	3/13/2024 5:23:09 PM
Completed	Security Checked	3/13/2024 5:23:09 PM

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