



Notice of Intent to Award

Solicitation Number	364291	Award Date	5/23/2024 7:19 AM CDT
Solicitation Title	FIRE/EMS Driving Simulator, Evaluated/Parts & Repair		
Buyer Name	Von Bell	Buyer Email	von.bell@nashville.gov
BAO Rep	Angie Martin	BAO Email	Angie.Martin@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	Excel Driver Services, LLC dba Sim-Tech	Company Contact	Clayne A. Woodbury	
Street Address	9695 Brighton Road			
City	Henderson	State	CO	Zipcode 80640

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.

AR Supervisor (Initial)

Dennis Rowland
 Dennis Rowland
 Purchasing Agent & Chief Procurement Officer

RFQ# 364291			
Evaluation Team/Review Board Score Sheet			
Evaluation Criteria/Offeror	Excel Driver Services, LLC dba Sim-Tech		
Methodology, Approach, and Capacity to Perform (30 Points)	30.00		
Qualifications and Experience (30 Points)	30.00		
Cost (15 points)	15.00		
Total Proposal (Evaluation Scores)	75.00		
Demonstration Comments (25 Points)	Demo confirmed the supplier's technical capability to provide goods and services outlined in solicitation. Demonstration included a highly visual interactive scenario based video presentation that aligned with minimum requirements form submitted in round one. Demo highlights include examples of realistic fire truck driving simulations in emergency situations, driver area, instructor area, and overall updated mobile trailer with requested remodeling . Demo showcased various advanced industry resources to provide professional and skilled training atmosphere for Fire/EMT personnel.		
Demo Scores (Round 2)	25.00		
Total Scores Rounds 1,2, and 3	100.00		
Evaluation Comments			
Excel Driver Services, LLC dba Sim-Tech			
Strengths			
Offer greatly exceeds standards and demonstrates superior understanding of solicitation goals & objectives. Award justification notes several major strengths; Proposal provided qualifications and experience: firm exceeded years of required experience, technical qualifications, key personnel and required references of similar projects in size, scope, and complexity with contacts. Offerors methodology, approach and capacity to perform submission included excellent description of process to complete scope of work, preventative maintenance and repair plan, procedures for account support in response to variety of emergency situations through remote assistance program for issues with electronic equipment such as computer hardware and software.			
Weaknesses			
very few minor, correctable weaknesses.			

Enter Solicitation Title & Number Below			
FIRE/EMS Driving Simulator, Evaluated/Parts & Repair RFQ 364291			
		Lowest Bid	
		\$589,718.98	15
Offeror's Name	Bids	Evaluation Amount	RFP Cost Points
Excel Driver Services, LLC dba Sim-Tech	\$589,718.98	\$ 589,718.98	15.00
No EBO goals or SBE/SDV			

From: [Martin, Angie \(Finance\)](#)
To: [Bell, Von \(Finance\)](#)
Subject: RE: RFQ 364291 FIRE/EMS Driving Simulator, Evaluated/Parts & Repair
Date: Monday, May 20, 2024 10:38:07 AM
Attachments: [364291 Fire EMS Driving Simulator Statement of Utilization 2.pdf](#)
[364291 Fire EMS Driving Simulator GFE 2.pdf](#)

Von,

Please accept this as my final assessment for the referenced RFQ# 364291 FIRE/EMS Driving Simulator, Evaluated/Parts & Repair. The awardee did not meet the established EBO subcontracting goals but is compliant with the EBO program having provided sufficient Good Faith Efforts. There was no SBE participation. This contract will not require B2GNow monitoring. Please see attachments.

Angie J. Martin
Department of Finance- Office of Minority and Women Business Assistance (BAO)
Metropolitan Government
Nashville & Davidson County
(O) 615-862-6136

The information contained in this transmission is intended only for the person or entity to which it is addressed and may contain confidential and/or privileged material. If you are not the intended recipient of this information, do not review, retransmit, disclose, disseminate, use, or take any action in reliance upon this information. If you received this transmission in error, please contact the sender immediately, destroy all printed copies, and delete the material from all computers

-----Original Message-----

From: Bell, Von (Finance) <Von.Bell@nashville.gov>
Sent: Thursday, May 16, 2024 10:26 AM
To: Martin, Angie (Finance) <Angie.Martin@nashville.gov>
Subject: RFQ 364291 FIRE/EMS Driving Simulator, Evaluated/Parts & Repair

Morning Angie,

RFQ 364291 closed on May 14, 2024. This solicitation included BAO programming.

Thanks,

Von L. Bell MBA, Ed.D
Procurement Officer II (Buyer)
Department of Finance
Procurement Division
Metropolitan Government, Nashville Davidson County
730 2nd 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!!!



Statement of M/WBE Utilization

Proposer's/Firm's Name: Excel Driver Services, LLC dba. Sim-Tech	Proposer's Phone #: 801-654-4095
Solicitation Title: FIRE/EMS Driving Simulator, Evaluated/Parts & Repair	Proposer's Email Address: cwoodbury@sim-tech.us
Solicitation #: RFQ 364291	Amount Self-performed : 100%
Proposer's/Firm's Ownership: Non-M/WBE	Total Bid Amount: \$400,000
Proposed EBO Goal (%) : 5 <u> </u> MBE% 6 <u> </u> WBE%	EBO Goal Met? (Y/N) NO

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	Code #	Description of Work	MBE/WBE Dollars (\$)	Percent of Total Contract
						Type (MBE or WBE)				
1	Not able to find MBE/WBE contacts within our area to interview.					Select	Select			
2	Not able to find MBE/WBE contacts within our area to interview.					Select	Select			
3	Not able to find MBE/WBE contacts within our area to interview.					Select	Select			
4	Not able to find MBE/WBE contacts within our area to interview.					Select	Select			
5	Not able to find MBE/WBE contacts within our area to interview.					Select	Select			
6	Not able to find MBE/WBE contacts within our area to interview.					Select	Select			
7	Not able to find MBE/WBE contacts within our area to interview.					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) *Please ensure to save the document as a PDF and refrain from printing and signing it.* Clayne A. Woodbury VP of Sales	Date 05/09/2024
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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.

Has Prime Complied with EBO Goal?	NO	For Internal Office Use ONLY	If No, Good Faith Efforts Met?	YES
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BAO Representative: Angie Martin **Metro Buyer:** Von Bell **Project Manager:** Jerry Moreland and Leigh Ann Burchaell **Date:** 05/16/24

Total MBE Subcontracting	0 _____ %	\$ 0 _____
Total WBE Subcontracting	0 _____ %	\$ 0 _____
Total MBE/WBE Participation:	0 _____ %	\$ 0 _____

BAO Notes:

METROPOLITAN GOVERNMENT OF NASHVILLE - DAVIDSON COUNTY

M/WBE SUBCONTRACTORS GOOD FAITH EFFORTS

SUMMARY SHEET

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(Due with Bid Submission if Applicable)

Project Name: FIRE/EMS Driving Simulator, Evaluated/Parts & Repair		Project Number: RFQ 364291	
Company Name: Excel Driver Services, LLC dba. Sim-Tech	Date Submitted: 05/09/2024	Total Contract Value: \$400,000	
Address: 9695 Brighton Road, Henderson, CO 80640		Federal Tax ID# 84-1590960	
Contact Person: Clayne A. Woodbury	Email:	Phone #: 801-654-4095	

GOOD FAITH EFFORTS SUMMARY SHEET

Number	Bidder Action(s)	BAO Only
1.	<p>Solicitation and written notice to available and certified MWBEs: Soliciting specific individual MWBEs whose availability as potential sources of goods or services can be reasonably ascertained. This measure includes sending letters or making other personal contacts with specific certified MWBEs including those that the Bidder has contracted with in the past as well as other MWBEs with which the Bidder may be unfamiliar, but whose identities can be ascertained from a directory of certified MWBEs maintained by the BAO.</p> <p>The written notices contain:</p> <ul style="list-style-type: none"> I. Enough information about the plans, specs, and terms & conditions of the solicitation; II. A contact person knowledgeable of the project documents available to answer questions about the condition of the contract; III. Information regarding the Bidder's bonding requirements; IV. The deadline for submission of price quotations. 	Fail

For each MBE/WBE firm contacted, list the name(s) and all information requested below related to the above project. If additional space is required, this form may be duplicated.

Company Name/Address/Contact Person/Phone/Email	Type of Business	Type of Work/Service(s) Solicited	How Business was contacted (i.e. email, phone, letter, etc.?)	Response to Solicitation (i.e. will submit bid, no response, not interested)	Bid/Quote Amount	Company Selected (Write Yes or NO)
	Select					Select
	Select					Select

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GOOD FAITH EFFORTS SUMMARY SHEET CHECKLIST		
Number	Bidder Action(s)	BAO Only
2.	Meetings: Attended or held informational meetings to update potential subcontractors or vendors of subcontracting or supply opportunities.	Pass

List all information requested below related to the above project. If additional space is required, this form may be duplicated.

Company Name/Address/Contact Person/Phone Number/Email	Description of Meeting Notices for M/W/SDVEs	Date M/W/SDVE Attended, if applicable
Not able to find MBE/WBE contacts within our area to interview.		
- Please note: that Excel Driver Services dba. Sim-Tech did attend the pre-bidder's meeting once the RFQ was issued.		

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GOOD FAITH EFFORTS SUMMARY SHEET CHECKLIST

Number	Bidder Action(s)	BAO Only
3.	Unbundling. Divided the contract, in accordance with normal industry practice, into small, economically feasible segments that could be performed by MWBEs. Under no circumstances, however, shall a bidder segment work solely for the purpose of utilizing MWBEs as subcontractors where such segmentation is not in accordance with common and accepted industry practices relating to the utilization of other firms as subcontractors.	Pass

What Scope of Project Was Divided?

1.	2.
3.	4.
5.	6.

- We have gone into the EBO reporting system and have have specifically searched on possible qualified MBE/WBE businesses that might be considered for this technical work that we perform at our manufacturing facility in Sycamore, IL . My search was based on trailer refurbishing expertise, powder coating expertise, electrical wiring expertise, HVAC expertise, or weather proofing expertise and even transportation expertise and there is no one listed within 50 miles of our Sycamore, IL manufacturing office in the Nashville EBO Reporting System that can provide any of those services or be interviewed by us as to their qualifications.

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M/WBE SUBCONTRACTORS GOOD FAITH EFFORTS

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GOOD FAITH EFFORTS SUMMARY SHEET CHECKLIST

Number	Bidder Action(s)	BAO Only
4.	Rejection: Provided a written explanation for rejection of any potential subcontractor or vendor to the Bidder, including the name of the firm awarded the subcontract or supply agreement.	N/A

For each MBE/WBE firm contacted, list the name(s) and all information requested below related to the above project. If additional space is required, this form may be duplicated.

M/WBE Firm Name/Address/Contact Person/Phone Number/Email	Description of Proposed Work	Reason for Rejection
<small>- We have gone into the EBO reporting system and have specifically searched on possible qualified MBE/WBE businesses that might be considered for this technical work that we perform at our manufacturing facility in Sycamore, IL . My search was based on trailer refurbishing expertise, powder coating expertise, electrical wiring expertise, HVAC expertise, or weather proofing expertise and even transportation expertise and there is no one listed within 50 miles of our Sycamore, IL manufacturing office in the Nashville EBO Reporting System that can provide any of those services or be interviewed by us as to their qualifications.</small>		

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5.	Non-discrimination: Providing a non-discriminatory work site. Maintaining a work environment free of harassment, intimidation and coercion at all construction sites, offices and other facilities at which the Bidder's employees are assigned to work. The Bidder shall specifically ensure that all labor supervisors, superintendents, and other on-site supervisory personnel are aware of and carry out the Bidder's obligation to maintain a non-discriminatory work environment.	Pass

For each training, list the type of training and date.

Type of Training	Date of Training
Excel Driver Services, dba. Sim-Tech does practice absolute fair hiring practices, and strives to provide a fair and equitable environment for any qualified employee.	

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GOOD FAITH EFFORTS SUMMARY SHEET CHECKLIST

Number	Bidder Action(s)	BAO Only
6.	Community and Other Organizational Services Support: Advertising in trade publications of general circulation in the Program Area. The advertisement shall identify and describe the specific subcontracting or other opportunity in reasonable detail.	Fail

For each MBE/WBE firm contacted, list the name(s) and all information requested below related to the above project. If additional space is required, this form may be duplicated.

Publication Name	Date of Publication	Please provide copy.

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GOOD FAITH EFFORTS SUMMARY SHEET CHECKLIST

Number	Bidder Action(s)	BAO Only
7.	Assistance: Bonding/Lines of Credit/Insurance: Providing reasonable assistance to a MWBE in need of equipment, supplies, bonding, letters of credit and/or insurance.	N/A

For each MBE/WBE firm contacted, list the name(s) and all information requested below related to the above project. If additional space is required, this form may be duplicated.

Company Name/Address/Contact Person/Phone Number/Email	Type of Assistance
- We have gone into the EBO reporting system and have specifically searched on possible qualified MBE/WBE businesses that might be considered for this technical work that we perform at our manufacturing facility in Sycamore, IL . My search was based on trailer refurbishing expertise, powder coating expertise, electrical wiring expertise, HVAC expertise, or weather proofing expertise and even transportation expertise and there is no one listed within 50 miles of our Sycamore, IL manufacturing office in the Nashville EBO Reporting System that can provide any of those services or be interviewed by us as to their qualifications.	

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M/WBE SUBCONTRACTORS GOOD FAITH EFFORTS

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Contact Person: Clayne A. WOODBURN		Email:	Phone #: 801-654-4095

GOOD FAITH EFFORTS SUMMARY SHEET CHECKLIST

Number	Bidder Action(s)	BAO Only
8.	<p>Database Utilization Accessed all reasonable and available means to include, but not limited to the following example: https://nashville.diversitycompliance.com/</p>	Pass

For each MBE/WBE firm contacted, list the name(s) and all information requested below related to the above project. If additional space is required, this form may be duplicated.

Database Accessed	Date of Access	Results
- We have gone into the EBO reporting system and have have specifically searched on possible qualified MBE/WBE businesses that might be considered for this technical work that we perform at our manufacturing facility in Sycamore, IL . My search was based on trailer refurbishing expertise, powder coating expertise, electrical wiring expertise, HVAC expertise, or weather proofing expertise and even transportation expertise and there is no one listed within 50 miles of our Sycamore, IL manufacturing office in the Nashville EBO Reporting System that can provide any of those services or be interviewed by us as to their qualifications.		
Our type of business is very technical and we must strive to maintain the highest quality of manufacturing and assembly work possible. Therefore we do almost 100% of the work ourselves with in-house trained employees. Any outside work that is done for us is done by qualified suppliers that we have worked with for many years.		

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9.	Mentor Protégé' Relationship/Technical Assistance: Providing reasonable technical assistance to a MWBEs to ameliorate any deficiencies of technical knowledge or advance skill, where such assistance is undertaken by the Bidder to facilitate the MWBE's successful participation on a project or contract.	N/A

For each MBE/WBE firm assisted, list the name(s) and all information requested below related to the above project. If additional space is required, this form may be duplicated.

Company Name	Type of Assistance	If Mentor Protégé' Agreement Reached, Please Provide Copy.

By submitting this it is hereby certified that the above firms were contacted and offered an opportunity to respond on the above project. We further certify that the above statements are a true account of all firms' responses to our solicitation. Copies of all bids and/or quotes will be made available upon request. Failure to provide BAO requested documentation may result in noncompliance

Please ensure to save the document as a PDF and refrain from printing and signing it.

Certificate Of Completion

Envelope Id: C97D4BDD97384CF5BC6F2BFAC6068E54	Status: Completed
Subject: Intent to Award - RFQ #364291 for FIRE/EMS Driving Simulator, Evaluated/Parts & Repair	
Source Envelope:	
Document Pages: 14	Signatures: 1
Certificate Pages: 2	Initials: 1
AutoNav: Enabled	Envelope Originator:
Envelopeld 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: 170.190.198.185

Record Tracking

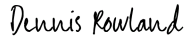
Status: Original	Holder: Von Bell	Location: DocuSign
5/22/2024 12:11:30 PM	von.bell@nashville.gov	
Security Appliance Status: Connected	Pool: StateLocal	
Storage Appliance Status: Connected	Pool: Metropolitan Government of Nashville and Davidson County	Location: DocuSign

Signer Events

Signer Events	Signature	Timestamp
Gary Clay		Sent: 5/22/2024 12:15:53 PM
Gary.Clay@nashville.gov		Viewed: 5/22/2024 1:56:42 PM
Asst. Purchasing Agent		Signed: 5/22/2024 1:57:12 PM
Security Level: Email, Account Authentication (None)	Signature Adoption: Uploaded Signature Image	
	Using IP Address: 170.190.198.185	

Electronic Record and Signature Disclosure:

Not Offered via DocuSign

Dennis Rowland		Sent: 5/22/2024 1:57:14 PM
Dennis.Rowland@nashville.gov		Viewed: 5/23/2024 7:18:58 AM
Purchasing Agent & Chief Procurement Officer		Signed: 5/23/2024 7:19:36 AM
Security Level: Email, Account Authentication (None)	Signature Adoption: Pre-selected Style	
	Using IP Address: 170.190.198.185	

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	5/22/2024 12:15:53 PM
Certified Delivered	Security Checked	5/23/2024 7:18:58 AM
Signing Complete	Security Checked	5/23/2024 7:19:36 AM
Completed	Security Checked	5/23/2024 7:19:36 AM

Payment Events	Status	Timestamps
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