



Notice of Intent to Award

Solicitation Number	382375	Award Date	11/22/2024 9:38 AM CST
Solicitation Title	Provide Bird Control for Metro Public Library and DSCO		
Buyer Name	Marissa Conklin	Buyer Email	Marissa.Conklin@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	Complete Animal Removal Inc	Company Contact	Bryan Swanson	
Street Address	720 Cool Springs Blvd Suite 600			
City	Franklin	State	TN	Zipcode 37067

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.

RC Assistant Purchasing Agent (Initial)

Dennis Rowland
 Dennis Rowland
 Purchasing Agent & Chief Procurement Officer

Enter Solicitation Title & Number Below

Provide Bird Control for Metro Public Library and DSCO;
RFQ# 382375

Min. SBE/SDV Participation	Incentive Percentage	Incentive Calculator	Lowest Bid	MACP	Winning Bid	
0.0%	0.00%	0.00%	\$42,000.00	\$0.00	\$42,000.00	
Offeror's Name	Bids	SBE	Participation Requirement	Participation Incentive	Incentive Evaluation Amount	Status of ITB Award
Complete Animal Removal Inc	\$ 42,000.00	\$0.00	\$0	\$0.00	\$42,000.00	Awarded

From: [Rowland, Dennis \(Finance\)](#)
To: [Conklin, Marissa \(Finance-Procurement\)](#)
Subject: RE: Single Offer Approval for RFQ# 382375 Provide Bird Control for Metro Public Library and DSCO
Date: Thursday, November 21, 2024 1:08:34 PM

Approved

From: Conklin, Marissa (Finance-Procurement) <Marissa.Conklin@nashville.gov>
Sent: Thursday, November 21, 2024 11:02 AM
To: Rowland, Dennis (Finance) <Dennis.Rowland@nashville.gov>
Subject: FW: Single Offer Approval for RFQ# 382375 Provide Bird Control for Metro Public Library and DSCO

Dennis,

RFQ# 382375 closed with a single bidder, Complete Animal Removal, Inc. The department considers the single offer as fair and reasonable and are in agreement to move forward in awarding to Complete Animal Removal, Inc. This ITB was solicited to registered vendors under the commodity code 72102100. An adequate pool of offerors had an opportunity to submit a response to the solicitation. Please review this single offer for approval.

Do you approve?

Thank You.

Marissa Conklin, NIGP-CPP
Procurement Officer II
Department of Finance
Procurement Division
Metropolitan Government of Nashville and Davidson County
615-880-3130

From: Horn, Jessica (Library) <Jessica.Horn@nashville.gov>
Sent: Thursday, November 21, 2024 10:55 AM
To: Conklin, Marissa (Finance-Procurement) <Marissa.Conklin@nashville.gov>
Cc: Drye, Susan (Library) <Susan.Drye@nashville.gov>
Subject: RE: Bird Control

Hi Marissa,

Yes, we want to move forward.

Please let us know next steps.

Thanks,

Jessica Horn | Administrative Services | 615.880.2118

From: Conklin, Marissa (Finance-Procurement) <Marissa.Conklin@nashville.gov>

Sent: Thursday, November 21, 2024 8:41 AM

To: Horn, Jessica (Library) <Jessica.Horn@nashville.gov>

Subject: Bird Control

Jessica,

So I got a response and what the proposed is the best and final. Do you want to move forward with the award?

Marissa Conklin, NIGP-CPP
Procurement Officer II
Department of Finance
Procurement Division
Metropolitan Government of Nashville and Davidson County
615-880-3130