



**TO:** All Bidders

**DATE:** July 19, 2016

**SUBJECT:** Notice of Intent to Award

City of Memphis-Office 365 End User Adoption Training  
RFQ # SAIC CoM 2016 –MC R173148

Opening Date and Time: May 20, 2016 at 2:00 p.m. C.S.T.

The following vendors submitted responses to the above solicitation:

1. CustomGuide, 3387 Brownlow Ave., St. Louis Park, MN 55431
2. Integration Partners Corporation, 1301 Drury Lane Mount Juliet, TN 37122
3. LAN Scape Solutions Productivity Partners, 9245 Poplar Avenue Suite 5-150, Germantown, TN 38138
4. Allworld Project Management, LLC, 415 S. Front Street, Suite 121, Memphis, TN
5. New Horizons Computer Learning Center of Memphis, 4775 American Way, Memphis, TN 38118
6. Tangent Computer, INC, 197 Airport Blvd., Burlingame, CA 94010

Responses were evaluated in accordance with the criteria stated in the solicitation, and we hereby announce our intent to award the contract for the above-mentioned goods/services to:

CustomGuide

Please be advised the contract is subject to the availability and annual appropriation of funds by the Memphis City Council. Further, vendors are reminded that any protests of this decision must be submitted to the Purchasing Agent, 125 North Main, Room 354, Memphis, TN 38103 within five (5) calendar days after issuance of this notice, pursuant to the date above. For construction projects, any protests of this decision must be submitted to the Purchasing Agent within ten (10) calendar days after issuance of this notice, pursuant to the date above. The successful vendor is instructed not to begin work, purchase materials, or enter into subcontracts relating to the project until receipt of a properly executed purchase order or fully executed contract from the City.

We would like to thank each vendor for your time and efforts in preparing a response to this solicitation. If you would like additional information, please contact me at [mac.r.crumley@saic.com](mailto:mac.r.crumley@saic.com).

Sincerely,

Mac Crumley  
Science Applications International Corporation (SAIC)  
Sr. Subcontracts Administrator  
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