

REQUEST FOR LETTERS  
OF INTEREST

The City of Kingsport is requesting Letters of Interest from Contractors for future projects involving Home Repairs utilizing Community Development Block Grant Funds. The Letters of Interest will be received by the Procurement Manager until 4:00 P.M., Eastern Time, **February 24, 2023**, and at that time publicly opened in the **Conference Room #xxx**, City Hall located at 415 Broad Street, Kingsport, TN.

The City intends to utilize the responses received in order to create of list of eligible contractors for future Home Repair Projects administered by Community Development. The City does maintain the right to accept contractors at any time in the future for consideration to be added to our list of qualified contractors. The City encourages contractors with experience in HVAC, Plumbing, Electrical, Roofing, Carpentry, Painting, Exterior and Interior Repairs, etc. to apply. Once Letters of Interest are received additional information will be required from Contractors to determine eligibility. Additional details regarding the type of projects may be obtained by contacting the Procurement Department at (423) 229-9419.

All Minority, Women-Owned and Section 3 compliant contractors are encouraged to participate.

By submission of a signed letter of interest, the submitter certifies total compliance with Title VI and Title VII of the Civil Rights Act of 1964, as amended, and all regulations promulgated thereunder.

All letters of interest shall be signed and addressed to the Procurement Manager, City of Kingsport, 415 Broad Street, Kingsport, TN 37660 and marked "Letter of Interest for Future Community Development Home Repair Projects".

PUB 1T: 01/31/22

Chris McCartt  
City Manager