

City of Kingsport

Project Status in Pictures

Feb 5, 2019



1 Regional Science & Technology Center

Current work includes completing glass/window work on the exterior, completion of the roof membrane, and continued installation of interior framing.

2 Bays Mountain Park

Ongoing work includes grading and rock hammering of new parking lot area. All trees along the project area have been removed. Grading and rock hammering will continue for the next couple of weeks.

3 Lynn View

Removal of bleachers is complete. Relocation of electrical transformers and infrastructure into the new electrical building is almost complete. Work continues on new maintenance/storage building.

4 J. Fred Johnson Stadium

All existing Field Turf surface and infill have been removed. Installation of new Field Turf surface will begin in several weeks.

Status Updates on Active Projects sorted by Cost

Estimated Cost	Project Owner	Project Name	Project Description	Completion Date	CurrentStatus
\$7,500,000.00	Ryan McReynolds	SR 347 (Rock Springs Road) [State & MTPO funded]	TDOT Managed, joint funded reconstruction of the State portion of Rock Springs Road	12/31/2020	Final ROW / Utility plans expected Summer 2019
\$6,600,000.00	Niki Ensor	Water & Wastewater Facilities SCADA/Telemetry Project	Design and installation of SCADA/Telemetry system that will serve both water and sewer plants, sewer lift stations, water pump stations and boosters, along with monitoring in the distribution and collection systems.	4/1/2020	1/22/18 - CDM agreement amendment for BMA Approval. 1/21/18 - Bid advertisement. 2/6/18 - Pre bid meeting. 2/19/1/ - Bid opening.
\$4,400,000.00	Niki Ensor	WWTP Electrical Improvements	Design of wastewater treatment plant improvements. Project includes replacement of the Main Switchgear, Switchgear SB-1 and related equipment at the wastewater treatment plant.	5/1/2020	Finalizing plans. Tentative bid set for April.
\$4,186,000.00	Chris McCartt	New KATS Transit Center	Construction of a new KATS Transit Center on the former foundry property.	3/8/2019	Concrete work on plaza has started.
\$3,867,000.00	Chad Austin	Border Regions Sewer Extensions	Sewer extensions to serve the Border Regions Annexations in the vicinity of Tri-Cities Crossing and Fordtown Rd.	2/17/2020	Survey is nearing completion. Final design is underway.
\$3,750,000.00	Niki Ensor	Chemical Feed Design	Design of WTP Chemical Feed improvements. Project will include new facilities for pre and post chemical feed and implementation of bulk bleach for disinfection.	11/1/2020	Awaiting proposal for final design and construction phase services. Funding included in FY20 CIP.
\$3,740,000.00	Niki Ensor	West Kingsport Forcemain and Pump Station Improvements	Elimination of Pendragon SLS (#120) with gravity. Rehab of West Kingsport SLS (#119) and installation of new forcemain to the WWTP.	6/1/2020	Hazen and Sawyer finalizing plans. Tentative bid date set for second week of February.
\$3,300,000.00	Michael Thompson	Indian Trail Drive Extension	The extension of Indian Trail Drive to Eastman Road at the current Reedy Creek Road / Eastman Road intersection. The project includes a bridge over Reedy Creek and realigning Reedy Creek Road to tie into the new Indian Trail Drive Extension.	6/30/2021	Still awaiting RPAI (East Stone Commons Owner) coordination with designer on access needs.
\$2,380,000.00	Ryan McReynolds	Regions Building - Phase 1	Renovations of floors 3 thru 6 for the consolidation of City offices to one location.	12/31/2019	City now is the official owner of the facility. Working with Cain Rash West architects on building renovation plans.
\$2,300,000.00	Ryan McReynolds	Justice Center Renovations	Renovations and expansion of Justice Center that will accommodate court space and county offices currently residing in City Hall.	12/31/2020	Architect is under contract and has begun working on plans to expand and modify the existing Justice Center.
\$1,700,000.00	Michael Thompson	Main Street Rebuild	The reconstruction of Main Street from Sullivan Street to Clay Street. [City & MTPO Funded]	4/1/2020	Geotechnical report received 12-21-18.

Estimated Cost	Project Owner	Project Name	Project Description	Completion Date	CurrentStatus
\$1,203,149.00	Kitty Frazier	Kingsport Greenbelt - Eastern Extension - Phase 1	New 1 mile long Greenbelt section from the 0.4 mile marker (bottom of the hill from Exchange Place) to Cleek Road. [Fed. Grant & City funded]	11/1/2019	TDOT has concurred with Glass Machinery & Excavation, Inc. as the lowest responsive bidder. Three separate action forms related to this project are scheduled to come before the BMA on 2/5/2019.
\$1,074,738.00	Chad Austin	Phase 4 Water Improvements	Waterline replacement in Sullivan Gardens area.	12/6/2019	Working on contract.
\$961,140.00	Michael Thompson	Stone Drive - Phase 2 (SR 1, US 11W) Sidewalk Improvements	Construction of sidewalk along Stone Drive from Stonebrook Place Pvt. Dr. to Lynn Garden Dr. [95% State Funded 5%]	8/31/2020	Mattern & Craig has submitted update plans. Working to get approval to begin the right of way phase. Also initiated the process of combining with Phase 1 project.
\$881,182.00	Schools	J Fred Johnson Stadium - Turf Replacement	The replacement of approximately 162,100 square feet of artificial grass surface at J Fred Johnson Stadium (football and baseball fields) and associated logos/markings. Work also includes the removal and offsite disposal of the existing artificial surfac	3/1/2019	Reomoval of existing turf is complete. Installation of new turf expected to begin in a couple of weeks.
\$697,475.00	Michael Thompson	Stone Drive - Phase 1 (SR 1, US 11W) Sidewalk Improvements	Construction of sidewalk along Stone Drive from Stonebrook Place Pvt. Dr. to American Way where current sidewalk gaps exist. Includes work to make existing driveways ADA accessible. [95% State Funded 5% City]	12/7/2019	This project is still moving thru the right of way phase and the process has been initiated to combine with Phase 2.
\$577,000.00	Niki Ensor	Tri-County Tank Replacement Project	Replacement of 160,000 gallon steel water storage tank in Tri-County Pressure Zone, located on Big Ridge Rd.	2/22/2019	Week of 1/28/19. Eastern Tank to construct Top Wall Ring. Install Temporary Scaffolding inside tank to support roof panels until roof sections are welded together.
\$468,001.00	Rob Cole	Bays Mountain Parking Improvements	Construction of new asphalt parking lot and asphalt paving improvements to the overflow parking lot and access road.	4/30/2019	Tree removal and rough grading of the project area are complete. Current work is focused on rock removal and finished grading on the new parking ott.
\$445,158.10	Rob Cole	Bays Mountain Dam Rehabilitation (2017-C28)	Repairs and rehabilitation work to the Bays Mountain Dam structure.	2/15/2019	Walkway Railing Painting complete, Walkway concrete repairs underway
\$415,000.00	Chad Austin	SR 93- Fall Branch section (TDOT)	TDOT project to improve State Route 93 in the Fall Branch area. Impacted waterlines in this area will be are to be relocated as part of the TDOT project.	12/31/2020	Project moved to 2019; "B Date" package due 9/26/2018; TDOT Letting Date: December 2018
\$391,711.50	David Edwards	Bloomington Culvert Replacement	Exist. double 7' x 7' box culvert is failing adjacent to Bloomington Dr. Project will be a replacement of the double box within the ROW and will create a separation from the private section of the culvert that extends downstream from Bloomington Dr.	6/1/2019	Bids opened 1/16/19. Summers-Taylor is the low bidder at \$391,711.50.
\$384,689.00		Area 10 Concrete - Phase 1	Concrete roadway and sidewalk repairs on Colfax Ave, Camden Dr, Clearwood Ave, and Broadwood Dr	2/18/2019	Contractor is working on replacing roadway panels and sidewalk panels.

Estimated Cost	Project Owner	Project Name	Project Description	Completion Date	CurrentStatus
\$352,000.00	Chad Austin	SR 93- Horse Creek/Derby Drive Section (TDOT)	TDOT project to improve State Route 93 in the Horse Creek/Derby Drive area. Project also includes improvements with the intersection with Derby Drive, along with a new bridge crossing Horse Creek. Impacted waterlines in this area will be are to be reloc	12/31/2021	Project moved to 2020; "B Date" package due 9/25/2019; TDOT Letting Date: December 2019
\$350,000.00	Rob Cole	Bays Mountain Septic System Upgrades	Replacement of septic system at Bays Mountain Park with installation of sewer lift station and force main to base of park road to allow for more capacity.	4/26/2019	Project has been advertised for bids. Bid opening scheduled for February 20.
\$262,770.00	Chris McCart	Lynn View Community Center Site Improvements Phase 2	New metal bleachers and two new pre-Engineered metal building for Electrical Room and Storage Building.	4/12/2019	Electrical transformer and panels relocation is complete to the new electrical building.
\$208,682.50	Tim Elsea	Indian Trail Drive at Stone Drive Intersection Improvements	Indian Trail Drive turn lane and sidewalk addition to improve intersection.	3/15/2019	Contractor to pave next week weather permitting.
	Niki Ensor	SLS Rehab and Replacement	Rehabilitation of SLS # 108 (Oak Glen Drive). Replacement of SLS #307 (Cooks Valley) and #308 (Lakeside Drive).	1/1/2020	Received drawings for review 12/21/18

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The 4pm work session has been cancelled. The presentation that was scheduled will take place during the business meeting.

Revised 2/4/19



AGENDA

BOARD OF MAYOR AND ALDERMEN

BUSINESS MEETING

**Tuesday, February 5, 2019, 7:00 p.m.
City Hall, 225 W. Center St., Courtroom, 2nd Floor**

Board of Mayor and Aldermen

Mayor John Clark, Presiding
Vice Mayor Mike McIntire
Alderman Jennifer Adler
Alderman Joe Begley

Alderman Betsy Cooper
Alderman Colette George
Alderman Tommy Olterman

City Administration

Jeff Fleming, City Manager
Chris McCartt, Assistant City Manager for Administration
Ryan McReynolds, Assistant City Manager of Operations
J. Michael Billingsley, City Attorney
James Demming, City Recorder/Chief Financial Officer
David Quillin, Police Chief
Scott Boyd, Fire Chief
Lynn Tully, Development Services Director
George DeCroes, Human Resources Director
Heather Cook, Marketing and Public Relations Director

I. CALL TO ORDER

II.A. PLEDGE OF ALLEGIANCE TO THE FLAG

II.B. INVOCATION – Gary Bement, Former United States Air Force Chaplain

III. ROLL CALL

IV.A. RECOGNITIONS & PRESENTATIONS

1. Tree Board Management Plan – Dan Warnick

Added →

IV.B. APPOINTMENTS

None

V. APPROVAL OF MINUTES

1. Business Meeting – January 22, 2019

VI. COMMUNITY INTEREST ITEMS

A. PUBLIC HEARINGS

1. Amend Zoning of 2400 and 2404 North John B Dennis Highway (AF: 25-2019) (Ken Weems)
 - Public Hearing
 - Ordinance – First Reading

COMMENT

Citizens may speak on agenda items. When you come to the podium, please state your name and address and sign the register that is provided. You are encouraged to keep your comments non-personal in nature, and they should be limited to five minutes. A total of thirty minutes is allocated for public comment during this part of the agenda.

B. BUSINESS MATTERS REQUIRING FIRST READING

1. Amend the Code of Ordinances for the 2018 International Building, Fire and Related Codes, Property Maintenance Codes, & 2017 National Electric Code (AF: 31-2019) (Lynn Tully)
 - Ordinance – First Reading

C. BUSINESS MATTERS REQUIRING FINAL ADOPTION

1. Construction Contract and Budget Ordinance for Water System Improvements Phase 4 Project (AF: 13-2019) (Ryan McReynolds)
 - Ordinance – **Second Reading & Final Adoption**
2. Amend the FY 2019 the General Purpose School Fund and the General Project Fund Budgets (AF: 18-2019) (David Frye)
 - Ordinance – **Second Reading & Final Adoption**
3. Amend the FY 2019 School Special Projects Fund Budget (AF: 19-2019) (David Frye)
 - Ordinance – **Second Reading & Final Adoption**

D. OTHER BUSINESS

1. Awarding the Bid for the Purchase of Various Water and Sewer Maintenance Items (AF: 29-2019) (Chris McCartt, Ryan McReynolds)
 - Resolution
2. Reimbursement of Materials Agreement Funds to Edinburgh Group, LLC for Edinburgh Phase 11 (AF: 15-2019) (Ryan McReynolds)
 - Resolution

3. Award Furniture Purchase for New KATS Facility Utilizing Sourcewell Cooperative Purchasing Agreement (AF: 33-2019) (Chris McCartt)
 - Resolution
4. Amend TDOT Agreement for Greenbelt Eastern Extension Phase 1 (AF: 26-2019) (Chris McCartt)
 - Resolution
5. Agreement with the Treasury Department of the State of Tennessee Establishing a LGIP Account for CEI Services for the Greenbelt Eastern Extension Phase 1 Project (AF: 27-2019) (Chris McCartt)
 - Resolution
6. Award of Bid to Glass Machinery & Excavation, Inc. for the Greenbelt Eastern Extension Phase 1 Project (AF: 28-2019) (Chris McCartt)
 - Resolution
7. Execute the Renewal Option by Amending the Agreement with Premier Landscapes for Landscape Maintenance Services for 2019 (AF:32-2019)
 - Resolution
8. Award the Bid for the Kingsport Aquatic Center New Outdoor Pool & Expansion Project# AQ1800 (AF: 24-2019) (Chris McCartt)
 - Resolution

Switched items 6 & 8

VII. CONSENT AGENDA

None

VIII. COMMUNICATIONS

- A. City Manager
- B. Mayor and Board Members
- C. Visitors

Citizens may speak on issue-oriented items. When you come to the podium, please state your name and address and sign the register that is provided. You are encouraged to keep your comments non-personal in nature, and they should be limited to five minutes.

IX. ADJOURN

Minutes of the Regular Business Meeting of the
Board of Mayor and Aldermen of the City of Kingsport, Tennessee
Tuesday, January 22, 2019, 7:00 PM
Large Court Room – City Hall

PRESENT:

Board of Mayor and Aldermen

Mayor John Clark, Presiding

Vice Mayor Mike McIntire

Alderman Joe Begley

Alderman Betsy Cooper

Alderman Colette George

Alderman Tommy Olterman

City Administration

Jeff Fleming, City Manager

J. Michael Billingsley, City Attorney

James Demming, City Recorder/Chief Financial Officer

- I. **CALL TO ORDER:** 7:00 p.m., by Mayor John Clark.
- II.A. **PLEDGE OF ALLEGIANCE TO THE FLAG:** Kevin Mitchell.
- II.B. **INVOCATION:** Pastor Richard Dice, Christ Church.
- III. **ROLL CALL:** By City Recorder Demming. Absent: Alderman Jennifer Adler.
- IV.A. **RECOGNITIONS AND PRESENTATIONS.** None.
- IV.B. **APPOINTMENTS/REAPPOINTMENTS.**

1. **Reappointments and Appointments to the Kingsport Public Library Commission and the Regional Library Board (AF: 14-2019) (Mayor Clark).**

Motion/Second: McIntire/George, to approve:

REAPPOINTMENTS OF ALDERMAN BETSY COOPER, MS. MARGARET COUNTS, AND DR. DOROTHY DOBBINS TO A SECOND THREE-YEAR TERM AND APPOINTMENTS OF KATE HARDEN TO A THREE-YEAR TERM REPLACING CARLA KARST, MELISSA HAMBLEY TO FULFILL SANDRA BROWN'S UNEXPIRED TERM AND JACLYN CLENDENEN TO FULFILL PARIS BISHOP'S UNEXPIRED TERM ON THE **KINGSPORT PUBLIC LIBRARY COMMISSION**. THE KINGSPORT PUBLIC LIBRARY IS ALSO RESPONSIBLE FOR PROVIDING A REPRESENTATIVE FROM SULLIVAN COUNTY TO THE REGIONAL LIBRARY BOARD FOR A THREE-YEAR TERM (ALTERNATING TERMS WITH BRISTOL PUBLIC LIBRARY). SO AS NOT TO OVERWHELM A LIBRARY COMMISSION MEMBER, IT IS RECOMMENDED TO APPOINT GAIL CAMPBELL AS A REPRESENTATIVE TO THE **REGIONAL LIBRARY BOARD** REPRESENTING KINGSPORT.

Passed: All present voting "aye."

**Minutes of the Regular Business Meeting of the Board of Mayor and Aldermen
of the City of Kingsport, Tennessee, Tuesday, January 22, 2019**

V. APPROVAL OF MINUTES.

Motion/Second: McIntire/Cooper, to approve minutes for the following meetings:

- A. January 7, 2019 Regular Work Session
- B. January 8, 2019 Regular Business Meeting

Approved: All present voting "aye."

VI. COMMUNITY INTEREST ITEMS.

A. PUBLIC HEARINGS. None.

PUBLIC COMMENT. Mayor Clark invited citizens in attendance to speak about any of the remaining agenda items. There being no one coming forward to speak, the Mayor closed the public comment segment.

B. BUSINESS MATTERS REQUIRING FIRST READING.

1. Bid Award and Budget Ordinance for Water System Improvements Phase 4 Project (AF: 13-2019) (Ryan McReynolds).

Motion/Second: Cooper/Begley, to pass:

Resolution No. 2019-097, A RESOLUTION AWARDING THE BID FOR THE WATER SYSTEM IMPROVEMENTS PHASE 4 CONSTRUCTION PROJECT TO MIKE SMITH PUMP SERVICE AND AUTHORIZING THE MAYOR TO SIGN AN AGREEMENT FOR THE SAME AND ALL DOCUMENTS NECESSARY AND PROPER TO EFFECTUATE THE PURPOSE OF THE AGREEMENT

Passed: All present voting "aye."

Motion/Second: McIntire/Begley, to pass:

AN ORDINANCE TO AMEND VARIOUS WATER PROJECTS FOR THE YEAR ENDING JUNE 30, 2019; AND TO FIX THE EFFECTIVE DATE OF THIS ORDINANCE

Passed on first reading: All present voting "aye."

2. Amend FY19 General Purpose School Fund and the General Project Fund Budgets (AF: 18-2019) (David Frye).

Motion/Second: McIntire/Cooper, to pass:

AN ORDINANCE TO AMEND THE GENERAL PURPOSE SCHOOL FUND AND THE GENERAL PROJECTS FUND BUDGETS FOR THE FISCAL YEAR ENDING JUNE 30, 2019; AND TO FIX THE EFFECTIVE DATE OF THIS ORDINANCE

Passed on first reading: All present voting "aye."

3. Amend FY19 School Special Projects Fund Budget (AF: 19-2019) (David Frye).

**Minutes of the Regular Business Meeting of the Board of Mayor and Aldermen
of the City of Kingsport, Tennessee, Tuesday, January 22, 2019**

Motion/Second: McIntire/Olterman, to pass:

AN ORDINANCE TO AMEND THE FY 2018 SCHOOL SPECIAL PROJECTS FUND BUDGET; AND, TO FIX THE EFFECTIVE DATE OF THIS ORDINANCE

Passed on first reading: All present voting “aye.”

C. BUSINESS MATTERS REQUIRING FINAL ADOPTION.

1. Abandon a Sewer Easement at 1025 Executive Park Boulevard
(AF: 10-2019) (Ryan McReynolds). City Attorney Billingsley noted this was approved by the Kingsport Planning Commission at their last meeting.

Motion/Second: McIntire/Cooper, to pass:

ORDINANCE NO. 6777, AN ORDINANCE ABANDONING A SANITARY SEWER LINE EASEMENT ON PROPERTY OWNED BY SBH-KINGSPORT, LLC WITH A STREET ADDRESS OF 1205 EXECUTIVE PARK BOULEVARD, KINGSPORT, TENNESSEE; AND TO FIX THE EFFECTIVE DATE OF THIS ORDINANCE

Passed on second reading in a roll call vote: Clark, Begley, Cooper, George, McIntire and Olterman voting “aye.”

2. Approve Redesign of City Seal (AF: 01-2019) (Jeff Fleming).

Motion/Second: George/Cooper, to pass:

ORDINANCE NO. 6778, AN ORDINANCE TO AMEND THE CODE OF ORDINANCES, CITY OF KINGSPORT, TENNESSEE, SECTION 2-1 RELATING TO THE CITY SEAL AND TO FIX THE EFFECTIVE DATE OF THIS ORDINANCE

Passed on second reading in a roll call vote: Clark, Begley, Cooper, George, McIntire and Olterman voting “aye.”

D. OTHER BUSINESS.

1. Bid Award for Exterior Sign Fabrication - Kingsport Greenbelt Phase 1 to Eagle Sign & Design (AF: 23-2019) (Chris McCartt).

Motion/Second: George/McIntire, to pass:

Resolution No. 2019-098, A RESOLUTION AWARDED THE BID FOR THE EXTERIOR SIGN FABRICATION KINGSPORT GREENBELT PHASE 1 PROJECT TO EAGLE SIGN & DESIGN AND AUTHORIZING THE MAYOR TO SIGN AN AGREEMENT FOR THE SAME AND ALL DOCUMENTS NECESSARY AND PROPER TO EFFECTUATE THE PURPOSE OF THE AGREEMENT

Passed: All present voting “aye.”

2. Agreement with Sourcewell for Cooperative Purchasing (AF: 16-2019) (Chris McCartt)

**Minutes of the Regular Business Meeting of the Board of Mayor and Aldermen
of the City of Kingsport, Tennessee, Tuesday, January 22, 2019**

Motion/Second: McIntire/Olterman, to pass:

Resolution No. 2019-099, A RESOLUTION APPROVING AN AGREEMENT WITH SOURCEWELL FOR COOPERATIVE PURCHASING AND AUTHORIZING THE MAYOR TO EXECUTE THE AGREEMENT AND ALL OTHER DOCUMENTS NECESSARY AND PROPER TO EFFECTUATE THE PURPOSE OF THE AGREEMENT
Passed: All present voting “aye.”

3. Bid Award for the Purchase of Propane Conversion Kits for FY19 (AF: 21-2019) (Ryan McReynolds, Steve Hightower).

Motion/Second: McIntire/George, to pass:

Resolution No. 2019-100, A RESOLUTION AWARDDING THE BID FOR THE PURCHASE OF PROPANE CONVERSION KITS TO BLOSSMAN GAS AND AUTHORIZING THE CITY MANAGER TO EXECUTE A PURCHASE ORDER FOR THE SAME

Passed: All present voting “aye.”

4. Accept Donation of Sculpture “Moondance” by Mike Roig into Permanent Public Art Collection (AF: 05-2019) (Heather Cook).

Motion/Second: George/Begley, to pass:

Resolution No. 2019-101, A RESOLUTION ACCEPTING A DONATION OF “MOONDANCE”, A SCULPTURE BY MIKE ROIG FROM ENGAGE KINGSFORT

Passed: All present voting “aye.”

5. Amend CDM Smith Agreement to Include Bidding Services, Project Inspection and Engineering During Construction for Water and Wastewater Facilities SCADA Design and Master Plan Implementation (AF: 20-2019) (Ryan McReynolds).

Motion/Second: McIntire/Cooper, to pass:

Resolution No. 2019-102, A RESOLUTION APPROVING AN AMENDMENT TO THE AGREEMENT WITH CDM SMITH; AUTHORIZING THE MAYOR TO EXECUTE THE AMENDMENT AND ALL OTHER DOCUMENTS NECESSARY AND PROPER TO EFFECTUATE THE PURPOSE OF THE AMENDMENT

Passed: All present voting “aye.”

VII. CONSENT AGENDA. None.

VIII. COMMUNICATIONS.

A. CITY MANAGER. Mr. Fleming commented on the last item, noting it was an example of staff being more efficient with tax payer dollars.

**Minutes of the Regular Business Meeting of the Board of Mayor and Aldermen
of the City of Kingsport, Tennessee, Tuesday, January 22, 2019**

B. MAYOR AND BOARD MEMBERS. Alderman Cooper encouraged citizens to support local business, noting the upcoming Sip and Stroll. Vice-Mayor McIntire commented on the KHRA kickoff earlier today to refurbish public housing. He also congratulated John Crawford and Tim Hill on their recent committee chair appointments in Nashville as well as offering best wishes to Governor Lee. Alderman Olterman commented on the MLK celebration event, noting there was a good turnout. He also made comments regarding Ballard Health, asking their Board to reconsider designating Holston Valley to a Level 2 Trauma and not moving the NICU. Alderman George provided information on Kingsport Theatre Guild's downtown show this weekend The Beatles Slept Here. Mayor Clark commented on NETWORKS and the successful year they had bringing in new jobs.

C. VISITORS. Mr. Tim Bradshaw and Ms. Lou Ann White made comments regarding Ballard.

IX. ADJOURN. Seeing no other business for consideration at this meeting, Mayor Clark adjourned the meeting at 7:44 p.m.

ANGELA MARSHALL
Deputy City Recorder

JOHN CLARK
Mayor



AGENDA ACTION FORM

Amend Zoning of 2400 and 2404 North John B Dennis Highway

To: Board of Mayor and Aldermen
 From: Jeff Fleming, City Manager *af*

Action Form No.: AF-25-2019
 Work Session: February 5, 2019
 First Reading: February 5, 2019

Final Adoption: February 19, 2019
 Staff Work By: Ken Weems
 Presentation By: Ken Weems

Recommendation:

- Hold public hearing.
- Approve ordinance amending the zoning ordinance to rezone the parcels 11.25, 11.26, and 11.30, containing both 2400 and 2404 North John B Dennis Highway, from P-1, Professional Offices District to B-4P, Planned Business District.

Executive Summary:

This is an owner-requested rezoning of approximately 2.8 acres located at 2400 and 2404 North John B Dennis Highway from P-1 to B-4P. The purpose of the rezoning is to accommodate future commercial use for 2400 N. John B Dennis Hwy. There are no tenant changes proposed for the existing office use of 2404 N. John B Dennis Hwy. No public comment has been received about this item. During their January 2019 regular meeting, the Kingsport Regional Planning Commission voted unanimously to send a favorable recommendation in support of the rezoning to the Board of Mayor and Aldermen. The notice of public hearing was published on January 20, 2019.

Attachments:

1. Notice of Public Hearing
2. Zoning Ordinance
3. Staff Report

	<u>Y</u>	<u>N</u>	<u>O</u>
Adler	—	—	—
Begley	—	—	—
Cooper	—	—	—
George	—	—	—
McIntire	—	—	—
Olterman	—	—	—
Clark	—	—	—

NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN to all citizens of the City of Kingsport, Tennessee, to all persons interested, and the public at large that the City of Kingsport Board of Mayor and Aldermen will conduct a Public Hearing during its regular business meeting on February 5, 2019 to consider the rezoning of 2400 and 2404 N John B Dennis Highway from P-1 District to B-4P District. The regular business meeting will begin at 7:00 p.m. in the large courtroom located on the second floor of City Hall, at 225 W. Center Street, Kingsport, Tennessee.

The property proposed for rezoning is generally described as follows:

BEGINNING at a point, said point being the northern corner of parcel 11.26, Tax Map 47H; thence in a southeasterly direction, crossing into the right-of-way of North John B Dennis Highway, approximately 522 feet to a point, said point lying inside the right-of-way of North John B Dennis Highway; thence in a southwesterly direction, traveling through the right-of-way of North John B Dennis Highway, approximately 290 feet to a point, said point lying inside the right-of-way of North John B Dennis Highway; thence in a northwesterly direction, crossing out of the right-of-way of North John B Dennis Highway, approximately 345 feet to a point, said point being the western corner of parcel 11.30; thence in a northeasterly direction, approximately 330 feet to the point of BEGINNING, and being all of parcels 11.25, 11.26, and 11.30 as well as a portion of North John B Dennis Highway right-of-way, approximately 290 feet in length as shown on the May 2018 Sullivan County Tax Maps.

All interested persons are invited to attend this meeting and public hearing. A detailed map and description is on file in the offices of the City Manager, Kingsport Library, and Planning Manager for inspection. Additional information concerning this proposal may be obtained by contacting the Kingsport Planning Division of the Development Services Department, telephone 423-229-9485.

CITY OF KINGSFORT
Angie Marshall, Deputy City Clerk
PIT: 1/20/19

ORDINANCE NO. _____

PRE-FILED
CITY RECORDER

AN ORDINANCE TO FURTHER AMEND THE ZONING CODE, TEXT AND MAP, TO REZONE PROPERTY LOCATED ALONG NORTH JOHN B DENNIS HIGHWAY FROM P-1, PROFESSIONAL OFFICES DISTRICT TO B-4P, PLANNED BUSINESS DISTRICT IN THE 11TH CIVIL DISTRICT OF SULLIVAN COUNTY; TO FIX A PENALTY FOR THE VIOLATION OF THIS ORDINANCE; AND TO FIX THE EFFECTIVE DATE OF THIS ORDINANCE

BE IT ORDAINED BY THE CITY OF KINGSPORT, AS FOLLOWS:

SECTION I. That the zoning code, text, and map, be and the same is hereby further amended to rezone property located along North John B Dennis Highway from P-1, Professional Offices District to B-4P, Planned Business District in the 11th Civil District of Sullivan County; said area to be rezoned being further and more particularly described as follows:

BEGINNING at a point, said point being the northern corner of parcel 11.26, Tax Map 47H; thence in a southeasterly direction, crossing into the right-of-way of North John B Dennis Highway, approximately 522 feet to a point, said point lying inside the right-of-way of North John B Dennis Highway; thence in a southwesterly direction, traveling through the right-of-way of North John B Dennis Highway, approximately 290 feet to a point, said point lying inside the right-of-way of North John B Dennis Highway; thence in a northwesterly direction, crossing out of the right-of-way of North John B Dennis Highway, approximately 345 feet to a point, said point being the western corner of parcel 11.30; thence in a northeasterly direction, approximately 330 feet to the point of BEGINNING, and being all of parcels 11.25, 11.26, and 11.30 as well as a portion of North John B Dennis Highway right-of-way, approximately 290 feet in length as shown on the May 2018 Sullivan County Tax Maps.

SECTION II. Any person violating any provisions of this ordinance shall be guilty of an offense and upon conviction shall pay a penalty of FIFTY DOLLARS (\$50.00) for each offense. Each occurrence shall constitute a separate offense.

SECTION III. That this ordinance shall take effect from and after the date of its passage and publication, as the law directs, the public welfare of the City of Kingsport, Tennessee requiring it.

JOHN CLARK, Mayor

ATTEST:

JAMES H. DEMMING, City Recorder

APPROVED AS TO FORM:

J. MICHAEL BILLINGSLEY, City Attorney

PASSED ON 1ST READING _____
PASSED ON 2ND READING _____

Rezoning Report

Kingsport Regional Planning Commission

File Number 18-101-00011

2400 and 2404 N John B Dennis Rezoning

Property Information			
Address		2400 and 2404 N John B Dennis Highway	
Tax Map, Group, Parcel		Map 47, A, 011.25, 011.26, 011.30	
Civil District		11	
Overlay District		n/a	
Land Use Designation		Retail/Commercial	
Acres		2.8 +/-	
Existing Use	Office and vacant building	Existing Zoning	P-1
Proposed Use	2404 will remain office use while future commercial use is sought for 2400	Proposed Zoning	B-4P
Owner /Applicant Information			
Name: John Kelly Address: 4104 Sullivan Gardens Drive City: Kingsport State: TN Zip Code: 37660 Phone: (423) 416-0959		Intent: To rezone from P-1 (Professional Offices District) to B-4P (Planned Business District) to accommodate future commercial use for 2400 N. John B Dennis.	
Planning Department Recommendation			
<p>The Kingsport Planning Division recommends sending a POSITIVE recommendation to the Kingsport Board of Mayor and Aldermen for the following reason:</p> <p><i>The proposed B-4P zone for the area will make the rezoning site suitable for future commercial uses consistent with the retail/commercial future land use plan designation.</i></p> <p>Staff Field Notes and General Comments:</p> <p><i>There are no new structures planned for the site.</i></p> <p><i>2400 N John B Dennis received approval from the Board of Zoning Appeals during their May 2016 meeting for a medical office use (prosthetics)</i></p> <p><i>On-premises alcoholic beverage sales will not be permitted in the rezoning area due to the location of a private school located in the church across N John B Dennis from the site. In order to conduct on-premises alcoholic beverage sales, appropriately zoned sites must be further than 300 feet from any school, from K-12, whether public or private. The 300 foot measurement is taken from parcel boundary to parcel boundary. The distance from the rezoning site to the existing private school is approximately 195 feet.</i></p> <p><i>To date, no calls or comments have been received about the rezoning proposal.</i></p>			
Planner:	Ken Weems	Date:	January 3, 2019
Planning Commission Action		Meeting Date:	January 17, 2019
Approval:			
Denial:		Reason for Denial:	

Deferred:		Reason for Deferral:	
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PROPERTY INFORMATION

ADDRESS	2400 and 2404 N John B Dennis Highway
DISTRICT	11
OVERLAY DISTRICT	n/a
EXISTING ZONING	P-1 (Professional Offices District)
PROPOSED ZONING	B-4P (Planned Business District)
ACRES	2.8 +/-
EXISTING USE	professional office use and vacant building
PROPOSED USE	professional office use at 2404 N John B Dennis will remain the same. The owner of 2400 N John B Dennis is seeking future commercial use for the property.

INTENT

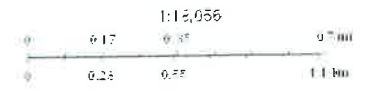
To rezone from P-1 (Professional Offices District) to B-4P (Planned Business District) to accommodate future commercial use for 2400 N. John B Dennis.

Vicinity Map

ArcGIS Web Map



1/4/2019 9:53:19 AM



File Number 18-101-00011

ArcGIS Web Map



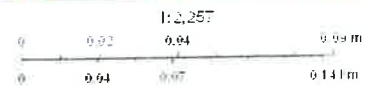
**Future Land Use Plan 2030
Designation: Retail/Commercial**

ArcGIS Web Map



4/20/19 9:59:52 AM

- Addresses
- Sullivan Co. Parcel Data
- Future Land Use
- Single Family
- Multi-Family
- Industrial
- Retail/Commercial
- Public
- Utilities
- Agricultural



Web AppBuilder for ArcGIS

Aerial

ArcGIS Web Map



1/23/2019 10:56:29 AM

- Addresses
- Sullivan Co Parcel Data



Web AppBuilder for ArcGIS

North View (medical office and nursing home)



East View (churches across N John B Dennis Hwy)



South View (overgrown lot)



West View (forested lot behind the rezoning site buildings)



Rezoning Site Buildings



Existing Zoning/ Land Use Table

Location	Parcel / Zoning Petition	Zoning / Use	History Zoning Action Variance Action
North	1	<u>Zone: City B-4P</u> Use: <u>vacant parcel</u>	n/a
Northwest	2	<u>Zone: City B-4P</u> Use: <u>medical office</u>	n/a
East	3	<u>Zone: City R-1B</u> Use: <u>church</u>	n/a
Southeast	4	<u>Zone: City R-1B</u> Use: church	n/a
Southeast and South	5	<u>Zone: City P-1</u> Use: medical business office	n/a
Further South	6	<u>Zone: City P-1</u> Use: vacant parcel	n/a
West	7	<u>Zone: County B-4</u> Use: <u>large vacant lot (approx. 25 ac)</u>	n/a

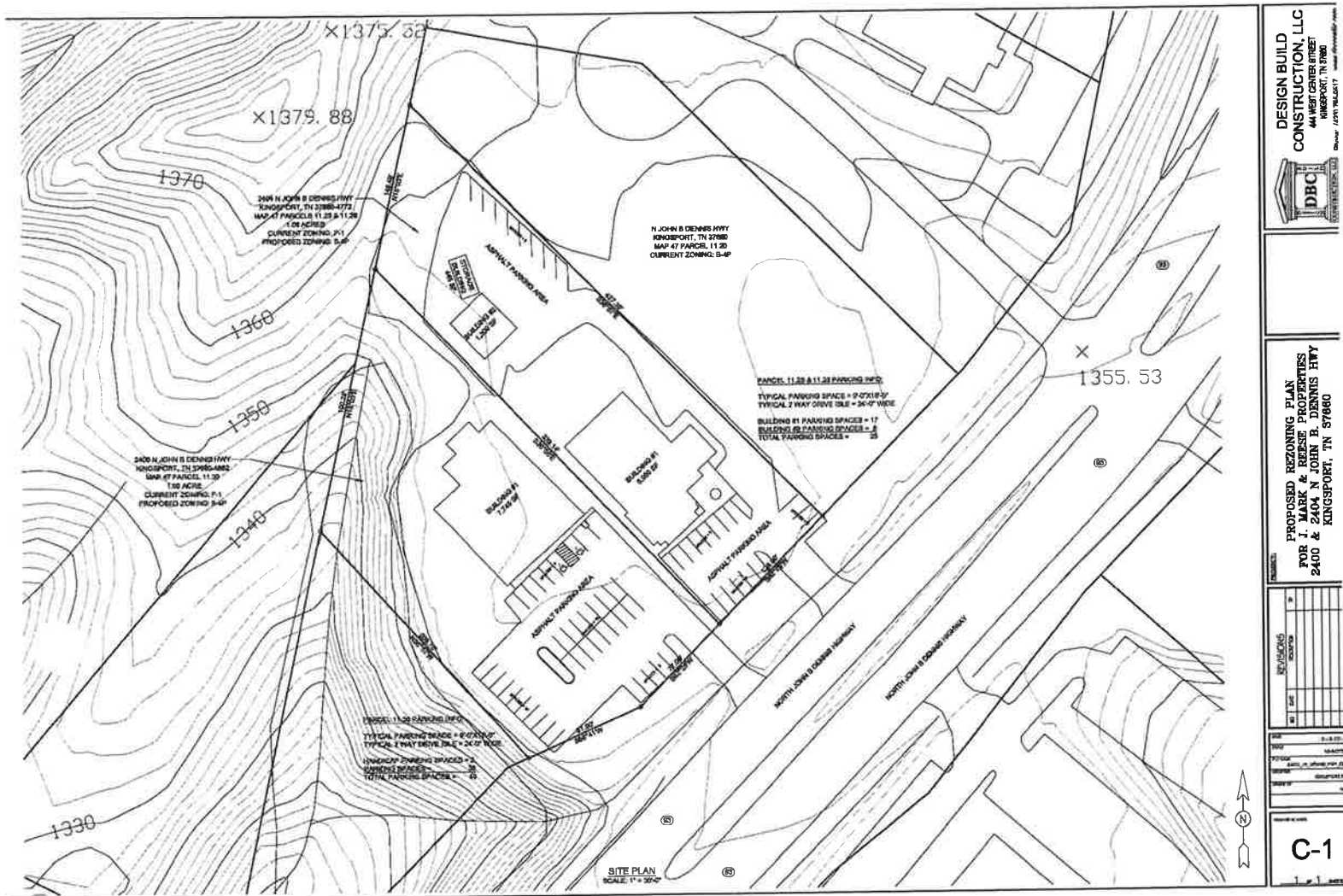
Existing Uses Location Map

ArcGIS Web Map



Web App Builder for ArcGIS

Existing Conditions Zoning Development Plan (no changes proposed)



Standards of Review

Planning Staff shall, with respect to each zoning application, investigate and make a recommendation with respect to factors 1 through 9, below, as well as any other factors it may find relevant.

- Whether or not the proposal will permit a use that is suitable in view of the use and development of adjacent and nearby property?** The proposal will permit uses that are suitable for this area, constituting an extension of the existing B-4P zone from the north side of the rezoning area.

2. **Whether or not the proposal will adversely affect the existing use or usability of adjacent or nearby property?** The adjacent and nearby property will not be adversely affected by the proposal. This is primarily due to the surrounding topography of the site and the barrier of N John B Dennis Highway, which buffer the rezoning site from existing adjacent uses.
3. **Whether the property to be affected by the proposal has a reasonable economic use as currently zoned?** The property to be affected by the proposal has a reasonable economic use as currently zoned. The same reasonable economic use is acknowledged for the proposed B-4P zone as well.
4. **Whether the proposal will result in a use which will or could cause an excessive or burdensome use of existing streets, transportation facilities, utilities or schools?** The proposal of will not cause an excessive or burdensome use of existing streets, transportation facilities, utilities or schools.
5. **Whether the proposal is in conformity with the policies and intent of the land use plan?** The land use plan addresses the rezoning site as appropriate for retail/commercial use

Proposed use: future commercial

The Future Land Use Plan Map recommends retail/commercial.

6. **Whether there are other existing or changed conditions affecting the use and development of the property which gives supporting grounds for either approval or disapproval of the proposal?** The existing conditions of the property present supporting grounds for the zoning change due to the controlled access and relatively secluded nature of the rezoning site.
7. **Whether the zoning proposal will permit a use which can be considered environmentally adverse to the natural resources, environment and citizens of the City of Kingsport?** There are no adverse uses proposed.
8. **Whether the change will create an isolated district unrelated to similar districts:** The proposal will not create an isolated district. The existing B-4P zone to the north of the rezoning site is being extended south.
9. **Whether the present district boundaries are illogically drawn in relation to existing conditions?** The present district boundaries are logically drawn in relation to the existing conditions. The B-4P zoning proposal is an expansion of the existing/abutting B-4P zone and consistent with the retail/commercial future land use plan designation.

CONCLUSION

Staff recommends sending a POSITIVE recommendation to rezone from P-1 to B-4P. The rationale for this recommendation is based upon conformance with the future land use plan as an area appropriate for retail/commercial land use.



AGENDA ACTION FORM

Amend the Code of Ordinances for the 2018 International Building, Fire and Related Codes, Property Maintenance Codes, & 2017 National Electric Code

To: Board of Mayor and Aldermen
From: Jeff Fleming, City Manager

Action Form No.: AF-31-2019

Work Session: February 5, 2019

First Reading: February 5, 2019

Final Adoption: February 19, 2019

Staff Work By: Keith Bruner

Presentation By: Lynn Tully

Recommendation:

Approve the Ordinance.

Executive Summary:

With the release of the 2018 codes the City became non-compliant with TCA 68-120-101 which requires all exempt jurisdictions to be within 7 years of the latest published edition of the code. We were notified by the State Fire Marshal's office and therefore moved forward with our updated code adoption in Sept. 2018. Kingsport & Sullivan County were the first jurisdictions in this area to adopt the 2018 energy codes. All other jurisdictions began moving toward adoption as well, and the state had planned to have the adoptions complete by Jan. 1, 2019. Hearing concerns from the homebuilders as to increased cost from required insulation requirements of the 2018 Energy Code, the other jurisdictions as well as the state have slowed their adoption process to look at alternatives and the best path forward. We have requested and have been approved by the State Fire Marshal's office to amend our Energy Codes to exclude the 2018 tables and insert the 2009 tables until such time as the State office adopts a more stringent code. This will return the insulation requirements to previous values. We feel this is the path we should take to ensure our home sales & homebuilders can remain competitive with other nearby jurisdictions.

The amendment to the International Property Maintenance Code simply brings the definition of a swimming pool in line with the TCA definition. The state code defines swimming pools for the purposes of requiring an enclosure (fencing or lockable cover) as having a depth of 36" or more versus the property maintenance code which defines the depth at 24". The change simply allows for consistency in enforcement.

These changes should complete the code requirements adopted as necessary for compliance with the current state regulations.

Attachments:

1. Ordinance
2. Supplemental Information

	Y	N	O
Adler	—	—	—
Begley	—	—	—
Cooper	—	—	—
George	—	—	—
McIntire	—	—	—
Olterman	—	—	—
Clark	—	—	—

ORDINANCE NO. _____

AN ORDINANCE AMENDING THE CODE OF ORDINANCES, CITY OF KINGSPORT, TENNESSEE, SECTIONS 22-96, 22-121, 22-391, 22-411, 22-522 and 42-46 RELATING TO ADOPTION BY REFERENCE OF VARIOUS INTERNATIONAL CODES PERTAINING TO PROPERTY; AND TO FIX THE EFFECTIVE DATE OF THIS ORDINANCE

BE IT ORDAINED BY THE CITY OF KINGSPORT, as follows:

SECTION I. That Section 22-96 of the Code of Ordinances, City of Kingsport, Tennessee, is hereby amended to read as follows:

Sec. 22-96. Code adopted by reference.

(a) *Building Code*. The provisions of the International Building Code, 2018 edition, including appendices B, C, J, and K, published by the International Code Council, are hereby adopted by reference as though copied verbatim in this subsection. One copy of said code and revisions thereto was on file in the office of the city recorder for a period of 15 days prior to adoption, and the one copy of said code and revisions thereto shall remain on file in the office of the city recorder for public use, inspection and examination. The International Building Code, 2018 edition is hereby amended as follows:

Section 104 is amending by adding a new section to read "104.10.2 All references to flood prone areas contained within this code shall comply with Kingsport's duly adopted Flood Insurance Program requirements as shown on the current Flood Insurance Rate Maps (FIRM) or the Flood Boundary and Floodway Maps (FBFM) provided by the National Flood Insurance Program. Any conflicts between the requirements contained herein and those contained in the Flood Insurance Program, the duly adopted Flood Insurance Program shall apply."

Section 105.2 pertaining to work exempt from permit is amended by deleting the phrase "Fences not over 7 feet (2133 mm) high" and in lieu thereof substituting the phrase "Fences not over 8 feet high."

Section 202 pertaining to definitions is pursuant to TCA § 68-120-101(a)(8)(C)(i)(a) amended by deleting the definition of TOWNHOUSE in its entirety and in lieu thereof substituting the phrase "A single-family dwelling unit constructed in a group of three or more attached units in which each unit is separated by a 2 hour fire wall extending from foundation to roof and with a yard or public way on not less than two sides being exempt from sprinkler requirements of Section R313.1 and Section P2904 of the IRC, however, if a sprinkler system is installed it shall meet the requirements of these sections."

Section 3301.1 pertaining to the scope is amended by adding the following language at the end of the section "The provisions of this chapter shall not apply when in conflict with the Tennessee Occupational Safety and Health Act (TOSHA) or other applicable local, State or Federal requirements affecting safeguards during construction."

Section 3001 is amended by adding a new section to read "3001.1.1 Permitting and inspections. Any elevator regulated by the State of Tennessee must be

inspected and comply with all applicable State regulations. Any conflict between this code and State Law, State Law shall prevail."

(b) *Existing Buildings Code*. The provisions of the International Existing Buildings Code, 2018 edition, published by the International Code Council, are adopted by reference as though copied verbatim in this subsection. One copy of said code and revisions thereto was on file in the office of the city recorder for a period of 15 days prior to adoption, and that one copy of said code and revisions thereto shall remain on file in the office of the city recorder for public use, inspection and examination. The International Existing Buildings Code, 2018 edition is hereby amended as follows:

(1) Sections 112.1 through 112.3 pertaining to appeals is hereby deleted in its entirety and in lieu thereof substituting the following:

"Section 112.1 General. In order to hear and decide appeals of orders, decisions, or determinations made by the code official relative to the application and interpretation of this code shall be an issue by creating a board of appeals. The board of appeals as referenced in the International Building Code, 2018 edition shall serve as the board of appeals for the International Existing Buildings Code, 2018 edition.

Section 112.2 Limitations on authority. An application for appeal shall be based on a claim that the true intent of this code or the rule legally adopted thereunder have been incorrectly interpreted, the provisions of this code do not fully apply, or an equally good or better form of construction is proposed. The board shall have no authority to waive the requirements of this code.

Sections 112.3 Court review. Any aggrieved party may appeal the decision of the board of appeals to the appropriate court by filing a petition for writ of common law certiorari in the manner and time required by T.C.A. section 27-8-101."

(c) *Property Maintenance Code*. The provisions of the International Property Maintenance Code, 2018 edition, published by the International Code Council, are adopted by reference as though copied verbatim in this subsection. One copy of said code and revisions thereto was on file in the office of the city recorder for a period of 15 days prior to adoption, and that one copy of said code and revisions thereto shall remain on file in the office of the city recorder for public use, inspection and examination. The International Property Maintenance Code, 2018 edition is hereby amended as follows:

(1) Section 101.1 pertaining to title is amended by deleting the phrase "[name of jurisdiction]" and in lieu thereof substituting the phrase "the City of Kingsport, Tennessee."

(2) Section 103.1 pertaining to general is amended by deleting the phrase "department of property maintenance" and all such references in the code and in lieu thereof substituting the phrase "building department, sometimes referenced as the building and codes division."

(3) Section 103.5 pertaining to fees is amended by deleting the text in its entirety and in lieu thereof substituting the following: Fees for activities and services performed by the department in carrying out its responsibilities under this code shall be set by the board of mayor and aldermen.

(4) Section 111 pertaining to means of appeal, including all subsections, is amended by deleting the text of the section in its entirety and in lieu thereof substituting the following:

"111.1 Right to appeal. Any person directly affected by a decision of the building official or a notice or order issued under this code shall have the right to appeal to the city manager, or designee, provided that a written application for appeal is filed within 20 days after the day the decision, notice or order was served. An application for appeal shall be based on a claim that the true intent of this code or the rules legally adopted thereunder have been incorrectly interpreted, the provisions of this code do not fully apply, or the requirements of this code are adequately satisfied by other means. Appeals of notice and orders (other than Imminent Danger notices) shall stay the enforcement of the notice and order until the appeal is heard by the city manager or designee. A hearing will be held before the city manager or designee at a time and place therein fixed not less than ten days or more than thirty days after receipt of the application for appeal. The appellant and the city shall have the right to appear and in person or by counsel and give testimony under oath at the place and time fixed in the notice of the hearing. The rules of evidence prevailing in courts of law or equity shall not be controlling in hearings before the city manager or designee.

111.2 Decision in writing. The decision of the city manager or designee shall be made in writing within ten business days following the hearing and a copy shall be furnished to the appellant and to the code official.

111.3 Enforcement. The building official shall take immediate action in accordance with the decision of the city manager or designee.

111.4 Appeal of decision of city manager or designee. Any aggrieved party may appeal the decision of the city manager or designee to the appropriate court by filing a petition for writ of common law certiorari in the manner and time required by T.C.A. section 27-8-101. Any decision of the city manager or designee will be effective during appeal unless otherwise stayed by a court of competent jurisdiction."

(5) Section 112.4 pertaining to failure to comply is amended by deleting the phrase "not less than [AMOUNT] dollars or more than [AMOUNT] dollars" and in lieu thereof substituting the phrase "up to fifty (50) dollars per day that the unauthorized work is continued."

(6) Section 302.4 pertaining to weeds is amended by deleting the text of the section in its entirety and in lieu thereof substituting the following: All premises and exterior property shall be maintained free from grass, weeds or uncultivated vegetation in accordance with Sections 106-49 through 106-54 of the Kingsport City Code.

(7) Section 302.8 pertaining to motor vehicles is deleted in its entirety.

(8) Section 304.14 pertaining to insect screens is amended by deleting the phrase "During the period from [DATE] to [DATE]."

(9) Section 602.3 pertaining to heat supply is amended by deleting the phrase "from [DATE] to [DATE]."

(10) Section 602.4 pertaining to occupiable work spaces is amended by deleting the phrase "from [DATE] to [DATE]."

(11) Section 303.2 Enclosures. Is amended by replacing 24 inches (610 mm) with 36 inches (915 mm) to align with the definition of swimming pools pursuant to TCA 68-14-802

(d) *Energy Conservation Code*. The provisions of the International Energy Conservation Code, 2018 edition, published by the International Code Council, is hereby adopted by reference as though copied verbatim in this subsection. One copy of said code and revisions thereto was on file in the office of the city recorder for a period of 15 days prior to adoption, and that one copy of said code and revisions thereto shall remain on file in the office of the city recorder for public use, inspection and examination. The International Energy Conservation Code, 2018 edition is hereby amended as follows:

(1) Section C109.1 pertaining to board of appeals general is hereby amended by adding a new sentence to read "The Board of Appeals as referenced in the International Building Code, 2018 edition shall serve as the Board of Appeals for the International Energy Conservation Code, 2018 edition."

(2) Section R109.1 pertaining to board of appeals general is hereby amended by adding a new sentence to read "The Board of Appeals as referenced in the International Building Code, 2018 edition shall serve as the Board of Appeals for the International Energy Conservation Code, 2018 edition."

(3) The following tables are to be replaced by tables from the 2009 edition of the International Energy Code as noted:

Replace 2018 Tables	with	2009 Tables
C402.1.4 Opaque thermal envelope Assembly requirements		502.1.2 Building Envelope requirements Opaque Element, max U-Factors
C402.1.3 Opaque thermal envelope Requirements		502.2(1) Building envelope requirements opaque assemblies
C402.4 Building envelope requirements Fenestrations		502.3 Building envelope requirements Fenestrations
C403.3.2 (1)-(9) HVAC equip performance		503.2.3(1)-(7) HVAC equip performance
R402.1.2 Insulation and fenestration Requirements by component		402.1.1 Insulation and fenestration Requirements by component
R402.1.4 Equivalent U-factors		402.1.3 Equivalent U-factors
R405.5.2 (1) Spec for standard reference proposed design		405.5.2(1) Spec for standard reference and and proposed design

(4) CHAPTER 4 [RE] –The testing required by 402.4.2.1 (Blower Door) & 403.2.2 (Duct Blaster) become mandatory effective Jan. 1, 2020.

(e) *Residential Code*. The provisions of the International Residential Code, 2018 edition, including appendix F, Q, and J for one and two-family dwellings, published by the International Code Council, is hereby adopted by reference as though copied verbatim in this subsection. One copy of said code and revisions thereto was on file in the office of the city recorder for a period of 15 days prior to adoption, and that one copy of said code and revisions thereto shall remain on file in the office of the city recorder for public use, inspection and examination. The International Residential Code, 2018 edition is hereby amended as follows:

(1) Section R104 is amending by adding a new section to read "R104.10.2 All references to flood prone areas contained within this code shall comply with Kingsport's duly adopted Flood Insurance Program requirements as shown on the current Flood Insurance Rate Maps (FIRM) or the Flood Boundary and Floodway Maps (FBFM) provided by the National Flood Insurance Program. Any conflicts between the requirements contained herein and those contained in the Flood Insurance Program, the duly adopted Flood Insurance Program shall apply."

(2) Section R105.2 pertaining to work exempt from permit is amended by deleting the phrase "200 square feet" and in lieu thereof substituting the phrase "120 square feet."

(3) Section R105.2 pertaining to work exempt from permit is amended by deleting the phrase "Fences not over 7 feet (2133 mm) high" and in lieu thereof substituting the phrase "Fences not over 8 feet high."

(4) Section R202 pertaining to definitions is pursuant to TCA § 68-120-101(a)(8)(C)(i)(a) amended by deleting the definition of TOWNHOUSE in its entirety and in lieu thereof substituting the phrase "A single-family dwelling unit constructed in a group of three or more attached units in which each unit is separated by a 2 hour fire wall extending from foundation to roof and with a yard or public way on not less than two sides being exempt from sprinkler requirements of Section R313.1 and Section P2904 of the International Residential Code, 2018 edition, however, if a sprinkler system is installed it shall meet the requirements of these sections."

(5) Pursuant to TCA 68-120-101(a)(8)(A), the sprinkler requirements in section R313.2 and section P2904 shall not be mandatory for One-and Two Family Dwellings, provided however, if a sprinkler system is installed it shall meet the requirements of section R313.2 and section P2904.

(6) Chapter 11 [RE] Energy Conservation – Delete Chapter 11 in its entirety and replace it with the 2018 Energy Code as adopted per Section I 22-96 (d). The testing required by R402.4.2.1 (Blower Door) and R403.2.2 (Duct Blaster) to be mandatory effective Jan. 1, 2020.

(f) *Accessibility Code*. The provisions of the Chapter 11 of the International Building Code, 2018 edition, is hereby adopted by reference as though copied verbatim in this subsection. One copy of said code and revisions thereto was on file in the office of the city recorder for a period of 15 days prior to adoption, and that one copy of said code and revisions thereto shall remain on file in the office of the city recorder for public use, inspection, and examination.

SECTION II. That Section 22-121 of the Code of Ordinances, City of Kingsport, Tennessee, is hereby amended to read as follows:

Sec. 22-121. Electrical code adopted by reference.

The provisions of the National Electrical Code 2017 edition published by the National Fire Protection Association, is hereby adopted by reference as though copied verbatim herein. One copy of said code and revisions thereto was on the office of the city recorder for a period of 15 days prior to adoption, and that one copy of said code and revisions thereto shall remain on file in the office of the city recorder for public use, inspection and examination.

SECTION III. That Section 22-284 of the Code of Ordinances, City of Kingsport, Tennessee, is hereby amended to read as follows:

Sec. 22-284. Code adopted by reference.

The provisions of the International Fuel Gas Code, 2018 edition, published by the International Code Council, is hereby adopted by reference as though copied verbatim herein. One copy of said code and revisions thereto was on file in the office of the city recorder for a period of 15 days prior to adoption, and that one copy of said code and revisions thereto shall remain on file in the office of the city recorder for public use, inspection and examination. The International Fuel Gas Code, 2018 edition is hereby amended as follows:

(1) Sections 109.2 through 109.7 pertaining to appeals is hereby deleted in its entirety and in lieu thereof substituting the following:

“Section 109.2 Board of appeals. The board of appeals as referenced in the International Building Code, 2018 edition shall serve as the board of appeals for the International Fuel Gas Code, 2018 edition.

Section 109.3 Court review. Any aggrieved party may appeal the decision of the board of appeals to the appropriate court by filing a petition for writ of common law certiorari in the manner and time required by T.C.A. section 27-8-101.”

SECTION IV. That Section 22-391 of the Code of Ordinances, City of Kingsport, Tennessee, is hereby amended to read as follows:

Sec. 22-391 Code adopted by reference.

The provisions of the International Mechanical Code, 2018 edition, published by the International Code council, is hereby adopted by reference as though copied verbatim herein. One copy of said code and revisions thereto was on file in the office of the city recorder for a period of 15 days prior to adoption, and that one copy of said code and revisions thereto shall remain on file in the office of the city recorder for public use, inspection and examination. The International Mechanical Code, 2018 edition is hereby amended as follows:

(1) Sections 109.2 through 109.7 pertaining to appeals is hereby deleted in its entirety and in lieu thereof substituting the following:

“Section 109.2 Board of appeals. The board of appeals as referenced in the International Building Code, 2018 edition shall serve as the board of appeals for the International Mechanical Code, 2018 edition.

Section 109.3 Court review. Any aggrieved party may appeal the decision of the board of appeals to the appropriate court by filing a petition for writ of common law certiorari in the manner and time required by T.C.A. section 27-8-101."

SECTION V. That Section 22-411 of the Code of Ordinances, City of Kingsport, Tennessee, is hereby amended to read as follows:

Sec. 22-411. Code adopted by reference.

The provisions of International Plumbing Code, 2018 edition, published by the International Code Council, is hereby adopted by reference as though copied verbatim herein. One copy of said code and revisions thereto was on file in the office of the city recorder for a period of 15 days prior to adoption, and that copy of said code and revisions there to shall remain on file in the office of the city recorder for public use, inspection and examination. The International Plumbing Code, 2018 edition is hereby amended as follows:

(1) Sections 109.2 through 109.7 pertaining to appeals is hereby deleted in its entirety and in lieu thereof substituting the following:

"Section 109.2 Board of appeals. The board of appeals as referenced in the International Building Code, 2018 edition shall serve as the board of appeals for the International Plumbing Code, 2018 edition.

Section 109.3 Court review. Any aggrieved party may appeal the decision of the board of appeals to the appropriate court by filing a petition for writ of common law certiorari in the manner and time required by T.C.A. section 27-8-101."

SECTION VI. That Section 22-522 of the Code of Ordinances, City of Kingsport, Tennessee, is hereby amended to read as follows

Sec. 22-522. Swimming Pool Code. Code adopted by reference.

The provisions of the International Swimming Pool and Spa Code, 2018 edition, published by the International Code Council, is hereby adopted by reference as though copied verbatim herein. One copy of said code and revisions thereto was on file in the office of the city recorder for a period of 15 days prior to adoption, and that copy of said code and revisions there to shall remain on file in the office of the city recorder for public use, inspection and examination.

SECTION VII. That Section 42-46 of the Code of Ordinances, City of Kingsport, Tennessee, is hereby amended to read as follows:

Sec. 42-46. Code adopted by reference.

(a) The provisions of International Fire Code, 2018 edition, to include appendices A, B, C, D, E, F, G, H, I, J, K, L, M, and N, published by the International Code Council, is hereby adopted by reference as though copied verbatim herein. One copy of said code and revisions thereto was on file in the office of the city recorder for a period of 15 days prior to adoption, and that copy of said code and revisions there to shall remain on file in the office of the city recorder for public use, inspection and examination.

(b) The fire official may utilize any of the codes, standards, manuals and recommended practices contained within the National Fire Codes as a guide and/or reference in the enforcement of fire protection and prevention provisions of the adopted codes.

SECTION VIII. That this ordinance shall take effect from and after the date of its passage and publication, as the law directs, the public welfare of the City of Kingsport, Tennessee requiring it.

JOHN CLARK, Mayor

ATTEST:

JAMES H. DEMMING, City Recorder

APPROVED AS TO FORM:

J. MICHAEL BILLINGSLEY City Attorney

PASSED ON 1ST READING _____
PASSED ON 2ND READING _____

TO: Exempt Jurisdictions

FROM: Gary Farley, Assistant Commissioner for Fire Prevention

DATE: January 28, 2019

RE: Code Adoption

Recently, the State Fire Marshal's Office (SFMO) has been made aware of some confusion regarding code adoption. We are sending the following information and encourage you to share it with your employees and other partners, if they have any questions. As always, please feel free to contact our office directly if you have any questions or if you need clarifying information.

State law requires the State Fire Marshal to establish minimum residential building construction safety standards, which is done by rulemaking pursuant to the Uniform Administrative Procedures Act. The state minimum codes can be found at <https://publications.tnsosfiles.com/rules/0780/0780-02/0780-02-23.20170202.pdf>. State law provides that exempt jurisdictions be within seven (7) years of the most recently published code, and if not, the state minimum code applies.

If your jurisdiction desires to move forward with local code adoption then it is important to note that the State Fire Marshal can allow jurisdictions to adopt codes with amendments from previous code editions. For example, an exempt jurisdiction could adopt the 2018 IECC with tables from the 2009 IECC.

Finally, please be aware that the SFMO is in the process of updating the statewide minimum residential building codes. We will host a second stakeholder meeting in February with the goal of adopting a new code this fall. We request your input and encourage you to contact me at gary.farley@tn.gov or 615-532-5805 if you have questions or concerns related to your, or the statewide code adoption process.



AGENDA ACTION FORM

Construction Contract and Budget Ordinance for Water System Improvements Phase 4 Project

To: Board of Mayor and Aldermen
 From: Jeff Fleming, City Manager

Action Form No.: AF-13-2019
 Work Session: January 22, 2019
 First Reading: January 22, 2019

Final Adoption: February 5, 2019
 Staff Work By: P. Gilmer, J. Smith
 Presentation By: Ryan McReynolds

Recommendation: Approve the Budget Ordinance and Resolution.

Executive Summary:

As part of the City's ongoing Water System Master Plan Improvements, several areas in the Sullivan Gardens and Mill Creek Rd area were identified as needing replacement. The Master Plan Water Upgrades was included in the FY19 CIP budget for the Water Fund.

Bids were opened December 11, 2019, for the Water Systems Improvements Phase 4 project. The project consists of construction of approximately 8,232 L.F. of 6-inch ductile iron water line, 4,671 L.F. of 4-inch PVC water line, 2,548 L.F. of 2-inch PVC water line, and all related appurtenances to serve the Sullivan Gardens and Mill Creek areas. The project shall be completed in 300 calendar days.

City staff reviewed the bids and recommends awarding the contract to the apparent low bidder, Mike Smith Pump Service, in the amount of \$1,074,738.00 –

Base Bid	\$1,074,738.00
Engineering Fees 6%	159,491.22
Contingency 6%	<u>64,484.28</u>
Total Project Cost	\$1,298,713.50

A budget ordinance appropriating available funds to WA1909 is requested from the following projects: Transferring from WA1502 \$4,350.00; WA1803 \$132,935.00; and WA1704 \$1,127,250.00.

Engineering estimate for referenced project \$1,519,400.00.

Attachments:

1. Resolution
2. Budget Ordinance
3. Bid Tabulation
4. Location Map

Funding source appropriate and funds are available:

	Y	N	O
Adler	—	—	—
Begley	—	—	—
Cooper	—	—	—
George	—	—	—
McIntire	—	—	—
Olterman	—	—	—
Clark	—	—	—



AGENDA ACTION FORM

Construction Contract and Budget Ordinance for Water System Improvements Phase 4 Project

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 From: Jeff Fleming, City Manager

Action Form No.: AF-13-2019
 Work Session: January 22, 2019
 First Reading: January 22, 2019

Final Adoption: February 5, 2019
 Staff Work By: P. Gilmer, J. Smith
 Presentation By: Ryan McReynolds

Recommendation: Approve the Budget Ordinance and Resolution.

Executive Summary:

As part of the City's ongoing Water System Master Plan Improvements, several areas in the Sullivan Gardens and Mill Creek Rd area were identified as needing replacement. The Master Plan Water Upgrades was included in the FY19 CIP budget for the Water Fund.

Bids were opened December 11, 2019, for the Water Systems Improvements Phase 4 project. The project consists of construction of approximately 8,232 L.F. of 6-inch ductile iron water line, 4,671 L.F. of 4-inch PVC water line, 2,548 L.F. of 2-inch PVC water line, and all related appurtenances to serve the Sullivan Gardens and Mill Creek areas. The project shall be completed in 300 calendar days.

City staff reviewed the bids and recommends awarding the contract to the apparent low bidder, Mike Smith Pump Service, in the amount of \$1,074,738.00 –

Base Bid	\$1,074,738.00
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Contingency 6%	<u>64,484.28</u>
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A budget ordinance appropriating available funds to WA1909 is requested from the following projects: Transferring from WA1502 \$4,350.00; WA1803 \$132,935.00; and WA1704 \$1,127,250.00.

Engineering estimate for referenced project \$1,519,400.00.

Attachments:

1. Resolution
2. Budget Ordinance
3. Bid Tabulation
4. Location Map

Funding source appropriate and funds are available:

	Y	N	O
Adler	—	—	—
Begley	—	—	—
Cooper	—	—	—
George	—	—	—
McIntire	—	—	—
Olterman	—	—	—
Clark	—	—	—

RESOLUTION NO. _____

A RESOLUTION AWARDDING THE BID FOR THE WATER SYSTEM IMPROVEMENTS PHASE 4 CONSTRUCTION PROJECT TO MIKE SMITH PUMP SERVICE AND AUTHORIZING THE MAYOR TO SIGN AN AGREEMENT FOR THE SAME AND ALL DOCUMENTS NECESSARY AND PROPER TO EFFECTUATE THE PURPOSE OF THE AGREEMENT

WHEREAS, bids were opened December 11, 2018, for the water systems improvements phase 4 construction project; and

WHEREAS, upon review of the bids, the board finds Mike Smith Pump Service is the lowest responsible compliant bidder meeting specifications for the particular grade or class of material, work or service desired and is in the best interest and advantage to the city, and the City of Kingsport desires to enter into a contract for construction of approximately 8,232 linear feet of 6-inch ductile iron water line, 4,671 linear feet of 4-inch PVC water line, 2,548 linear feet of 2-inch PVC water line, and all related appurtenances to serve the Sullivan Gardens and Mill Creek areas with Mike Smith Pump Service at an estimated construction cost of \$1,074,738.00; and

WHEREAS, funding is identified in project WA1909.

Now therefore,

BE IT RESOLVED BY THE BOARD OF MAYOR AND ALDERMEN AS FOLLOWS:

SECTION I. That the bid for the water systems improvements phase 4 construction project, consisting of construction of approximately 8,232 linear feet of 6-inch ductile iron water line, 4,671 linear feet of 4-inch PVC water line, 2,548 linear feet of 2-inch PVC water line, and all related appurtenances to serve the Sullivan Gardens and Mill Creek areas at an estimated cost of \$1,074,738.00 is awarded to Mike Smith Pump Service, and the mayor is authorized to execute an agreement for the same and all documents necessary and proper to effectuate the purpose of the agreement.

SECTION II. That the board finds that the actions authorized by this resolution are for a public purpose and will promote the health, comfort and prosperity of the public.

SECTION III. That this resolution shall take effect from and after its adoption, the public welfare requiring it.

ADOPTED this the 22nd day of January, 2019.

JOHN CLARK, MAYOR

ATTEST:

JAMES H. DEMMING, CITY RECORDER

APPROVED AS TO FORM:

J. MICHAEL BILLINGSLEY, CITY ATTORNEY

ORDINANCE NO. _____

AN ORDINANCE TO AMEND VARIOUS WATER
PROJECTS FOR THE YEAR ENDING JUNE 30, 2019; AND
TO FIX THE EFFECTIVE DATE OF THIS ORDINANCE

BE IT ORDAINED BY THE CITY OF KINGSPORT, as follows:

SECTION I. That the Water Project Fund be amended by transferring \$4,815 from the Colonial Heights PH 3 Water project (WA1502), \$132,936 from the Pendragon Water Improvements project (WA1803) and \$1,162,250 from the Master Plan Water Upgrades project WA1704 to the System Improvements PH 4 project (WA1909).

<u>Account Number/Description:</u>	<u>Budget</u>	<u>Incr/<Decr></u>	<u>New Budget</u>
<u>Fund 451: Water Project Fund</u>			
<u>Colonial Hgts PH3 (WA1502)</u>			
<u>Revenues:</u>	\$	\$	\$
451-0000-391-0529 Series 2013 B GO Pub Imp	43,770	(4,815)	38,955
Totals:	43,770	(4,815)	38,955

<u>Expenditures:</u>	\$	\$	\$
451-0000-605-2023 Arch/Eng/Landscaping	5,400	(465)	4,935
451-0000-605-9003 Improvements	38,370	(4,350)	34,020
Totals:	43,770	(4,815)	38,955

<u>Fund 451: Water Project Fund</u>			
<u>Pendragon Water Improv. (WA1803)</u>			
<u>Revenues:</u>	\$	\$	\$
451-0000-391-0529 Series 2013 B BO Pub Imp	51,299	0	4,613,619
451-0000-391-0531 Series 2014 B GO Bonds	432,224	0	810,000
451-0000-391-0545 Series 2016 GO (Nov 4)	1,244,977	(132,936)	1,112,041
Totals:	1,728,500	(132,936)	6,535,660

<u>Expenditures:</u>	\$	\$	\$
451-0000-605-2023 Arch/Eng/Landscaping	219,900	(22,281)	197,619
451-0000-605-9003 Improvements	1,508,600	(110,655)	1,397,945
Totals:	1,728,500	(132,936)	1,595,564

<u>Fund 451: Water Project Fund</u>			
<u>Master Plan Water Upgrades (WA1704)</u>			
<u>Revenues:</u>	\$	\$	\$
451-0000-391-0540 Series 2015 A (OCT) GO Pub Imp	288,552	0	288,552
451-0000-391-0545 Series 2016 GO (Nov 4)	485,023	(417,250)	67,773
451-0000-391-0547 Series 2017 B GO Bonds	745,000	(745,000)	0
451-0000-391-4500 From Water Fund	36,395	0	36,395
Totals:	1,554,970	(1,162,250)	392,720

<u>Expenditures:</u>	\$	\$	\$
451-0000-605-2023 Arch/Eng/Landscaping	89,030	0	89,030
451-0000-605-9001 Land	970	0	970
451-0000-605-9003 Improvements	1,464,970	(1,162,250)	302,720
Totals:	1,554,970	(1,162,250)	392,720

Fund 451: Water Project Fund
Systems Improvements PH 4 (WA1909)

<u>Revenues:</u>	\$	\$	\$
451-0000-391-0529 Series 2013 B GO Pub Imp	0	4,815	4,815
451-0000-391-0545 Series 2016 GO (Nov 4)	0	132,936	132,936
451-0000-391-0545 Series 2016 GO (Nov 4)	0	417,250	417,250
451-0000-391-0547 Series 2017 B GO Bonds	0	745,000	745,000
Totals:	0	1,300,001	1,300,001

<u>Expenditures:</u>	\$	\$	\$
451-0000-605-2023 Arch/Eng/Landscaping	0	160,000	160,000
451-0000-605-9003 Improvements	0	1,140,001	1,140,001
Totals:	0	1,300,001	1,300,001

SECTION II. That this Ordinance shall take effect from and after its date of passage, as the law direct, the welfare of the City of Kingsport, Tennessee requiring it.

JOHN CLARK, Mayor

ATTEST:

JAMES H. DEMMING, City Recorder

APPROVED AS TO FORM:

J. MICHAEL BILLINGSLEY, City Attorney

PASSED ON 1ST READING:
PASSED ON 2ND READING:

MINUTES
BID OPENING
December 11, 2018
4:00 P.M.

Present: Brent Morelock, Procurement Manager; Michelle Gillenwater, Administrative Assistant,
Procurement Department; Pamela Gilmer, Engineering Department

The Bid Opening was held in the Council Room, City Hall.

The Procurement Manager opened with the following bids:

WATER SYSTEM IMPROVEMENTS – PHASE 4		
Vendor:	Lump Sum:	Comments:
McFall Excavating, Inc.	\$1,445,920.00	N/A
Thomas Construction Co., Inc.	\$1,443,635.00	N/A
King General Contractors, Inc.	\$1,131,234.10	N/A
Little B Enterprises, Inc.	N/A	Part 2 – Subcontractors on Bid Envelope was not filled out. Cannot accept bid.
Merkel Bros. Construction, Inc.	\$1,348,157.80	N/A
American Environmental, LLC	\$1,577,491.00	N/A
Mike Smith Pump Service, LLC	\$1,074,738.00	N/A
Glass Machinery & Excavation	\$1,179,578.00	N/A

The submitted bids will be evaluated and a recommendation made at a later date.



AGENDA ACTION FORM

Amend the FY 2019 the General Purpose School Fund and the General Project Fund Budgets

To: Board of Mayor and Aldermen
 From: Jeff Fleming, City Manager

Action Form No.: AF-18-2019
 Work Session: January 22, 2019
 First Reading: January 22, 2019

Final Adoption: February 5, 2019
 Staff Work By: David Frye
 Presentation By: David Frye

Recommendation:

Approve the Ordinance.

Executive Summary:

The Board of Education approved fiscal year 2019 budget amendment number one at their meeting on January 8, 2019. This amendment transfers funds from the General Purpose School Fund Unreserved Fund Balance, in the amount of \$285,751 to the General Project Fund (\$186,271) and to the School Special Projects Fund (\$99,480). The funds being transferred to the General Project Fund will fund a portion of a project for technology upgrades. These funds along with \$470,602 in e-rate funds will fund upgrades at the secondary schools. The elementary schools were upgraded two years ago. The funds being transferred to the School Special Projects Fund (\$99,480) will be combined with new State funds (\$188,703) to provide for school safety expenditures.

Attachments:

1. Ordinance
2. BOE Budget Amendment Number One – FY 2019

Funding source appropriate and funds are available: js

	<u>Y</u>	<u>N</u>	<u>O</u>
Alder	—	—	—
Begley	—	—	—
Cooper	—	—	—
George	—	—	—
McIntire	—	—	—
Olterman	—	—	—
Clark	—	—	—



AGENDA ACTION FORM

Amend the FY 2019 the General Purpose School Fund and the General Project Fund Budgets

To: Board of Mayor and Aldermen
 From: Jeff Fleming, City Manager

Action Form No.: AF-18-2019
 Work Session: January 22, 2019
 First Reading: January 22, 2019

Final Adoption: February 5, 2019
 Staff Work By: David Frye
 Presentation By: David Frye

Recommendation:

Approve the Ordinance.

Executive Summary:

The Board of Education approved fiscal year 2019 budget amendment number one at their meeting on January 8, 2019. This amendment transfers funds from the General Purpose School Fund Unreserved Fund Balance, in the amount of \$285,751 to the General Project Fund (\$186,271) and to the School Special Projects Fund (\$99,480). The funds being transferred to the General Project Fund will fund a portion of a project for technology upgrades. These funds along with \$470,602 in e-rate funds will fund upgrades at the secondary schools. The elementary schools were upgraded two years ago. The funds being transferred to the School Special Projects Fund (\$99,480) will be combined with new State funds (\$188,703) to provide for school safety expenditures.

Attachments:

1. Ordinance
2. BOE Budget Amendment Number One – FY 2019

Funding source appropriate and funds are available: 

	Y	N	O
Alder	—	—	—
Begley	—	—	—
Cooper	—	—	—
George	—	—	—
McIntire	—	—	—
Olterman	—	—	—
Clark	—	—	—

ORDINANCE NO. _____

AN ORDINANCE TO AMEND THE GENERAL PURPOSE SCHOOL FUND AND THE GENERAL PROJECTS FUND BUDGETS FOR THE FISCAL YEAR ENDING JUNE 30, 2019; AND TO FIX THE EFFECTIVE DATE OF THIS ORDINANCE

BE IT ORDAINED BY THE CITY OF KINGSPORT, as follows:

SECTION I. That the General Purpose School Fund Budget be amended by increasing the estimated revenue for Fund Balance Appropriations by \$285,751, and by increasing the appropriation for Fund Transfers by \$285,751. That the General Project Fund Budget be amended by increasing the estimated revenue for the Dobyns-Bennett Track Upgrades project (GP1739) – Transfers from School Fund by \$186,271; E-rate Funds by \$470,602 and by increasing the appropriations for Equipment by \$656,873.

Fund 141: General Purpose School Fund

Revenues:

	\$	\$	\$
141-0000-392-0100 Fund Balance Appropriations	444,792	285,751	730,543
Total:	444,792	285,751	730,543

Expenditures:

141-7950-881-0590 Fund Transfers	391,192	285,751	676,943
Total:	391,192	285,751	676,943

Fund 311: General Project Fund
School Technology Upgrades Project (GP1922)

Revenues:

	\$	\$	\$
311-0000-331-5600 E-Rate Funds	0	470,602	470,602
311-0000-391-2100 Transfers from School Fund	0	186,271	186,271
Total:	0	656,873	656,873

Expenditures:

311,0000-601-9004 Equipment	0	656,873	656,873
Total:	0	656,873	656,873

SECTION II. That this Ordinance shall take effect from and after its date of passage, as the law direct, the welfare of the City of Kingsport, Tennessee requiring it.

JOHN CLARK, Mayor

ATTEST:

JAMES H. DEMMING
City Recorder

APPROVED AS TO FORM:

J. MICHAEL BILLINGSLEY, City Attorney

PASSED ON 1ST READING: _____

PASSED ON 2ND READING: _____

January 8, 2019

**KINGSPORT CITY SCHOOLS
FISCAL YEAR 2018-2019
BUDGET AMENDMENT NUMBER ONE**

ITEM ONE: SAFE SCHOOLS GRANTS

Kingsport City Schools has been receiving a Safe Schools grant from the State of Tennessee since 1999. The grant has been in the \$30,000 range and has had a required local match of approximately \$10,000. For FY 2019 this grant has been increased to \$62,733 and has a required local match \$34,120. The FY 2019 budget includes a local match of \$20,000. This will require an additional appropriation of \$14,120. This appropriation will need to be increased in the FY 2020 budget. In addition to the recurring grant, the State appropriated one-time funds for a School Safety grant. The amount of this grant is \$155,940 and requires a local match of \$85,360. The total required local match for FY 2019 is \$119,480. There is a current budget of \$20,000, so there needs be an additional appropriation of \$99,480.

GENERAL PURPOSE SCHOOL FUND

FUND BALANCE APPROPRIATION

The audited Unreserved Fund Balance at June 30, 2018, was \$6,127,644. This amount is almost eight percent of the FY 2019 General Purpose School Fund budget. This is a source of revenue that can be used to fund the local match for the Safe Schools and School Safety grant. Three percent of the FY 2019 budget is \$2,302,581. To fund the local match it will be necessary to appropriate \$99,480 of The Unreserved Fund Balance.

It is recommended that the estimate for Fund Balance Appropriations be increased by \$99,480.

FUND TRANSFERS

It is recommended that the appropriation for Fund Transfers be increased by \$99,480 and that these funds be transferred to the School Special Projects Fund for FY 2019 Safe Schools and School Safety grants.

SCHOOL SPECIAL PROJECT FUND

SAFE SCHOOLS GRANT

Kingsport City School has been receiving this grant since 1999. Traditionally this grant has been around \$30,000, with a required local match of about \$10,000. The budget for FY 2019 includes an appropriation of \$49,970. This includes \$29,970 from the State and \$20,000 from local funds. The State increased funds for this grant to \$97,853. This amount includes \$62,733 in State funds and \$34,120 in local funds. The majority of these funds will be spent on 3 limited service employee SROs. The remaining funds will be other safety equipment.

It is recommended that the estimated revenues and appropriations for the FY 2019 Safe Schools grant be increased by \$47,833.

SCHOOL SAFETY GRANT

For FY 2019 the State appropriated additional one-time funds for a School Safety grant. Kingsport's allocation is \$155,940 and requires a local match of \$85,360, for a total of \$241,300. These funds will be used to fund items recommended by the KCS Safety Task force. The majority of these recommendations focus on school entrances.

It is recommended that the estimated revenues and appropriations for the FY 2019 School Safety grant be increased by \$241,300.

ITEM TWO: TECHNOLOGY UPGRADES

Two years ago KCS upgraded its technology infrastructure at the elementary schools and Palmer Center. It is now time to complete upgrades at all secondary locations and the Administrative Support Center. The low bid for the project is \$619,691. With a 6% contingency the total project budget will be \$656,873. The maximum the E-rate will fund is approximately \$470,602. The total local funding is \$186,271.

GENERAL PURPOSE SCHOOL FUND

FUND BALANCE APPROPRIATION

The audited Unreserved Fund Balance at June 30, 2018, was \$6,127,644. This amount is almost eight percent of the FY 2019 General Purpose School Fund budget. This is a source of revenue that can be used to fund the local portion of the proposed E-rate project. Three percent of the FY 2019 budget is \$2,302,581. To fund the proposed project, it will be necessary to appropriate \$186,271 of The Unreserved Fund Balance.

It is recommended that the estimate for Fund Balance Appropriations be increased by \$186,271.

FUND TRANSFERS

It is recommended that the appropriation for Fund Transfers be increased by \$186,271 and that these funds be transferred to the General Project Fund for FY 2019 Technology Upgrades.

CAPITAL PROJECTS FUND

FY 2019 SCHOOL'S TECHNOLOGY UPGRADES

A capital project will be established to account for the revenue and expenditures for the FY 2019

Technology Upgrades. The total budget for this project will be \$656,873, with funding coming from a transfer from the General Purpose School Fund (\$186,271) and from E-rate funds (\$470,602). It is recommended that the estimated revenue for Transfers from the School Fund be increased by \$186,271 and that the estimated revenue for E-rate funds be increased by \$470,602. It is also recommended that the appropriation for Equipment be increased by \$656,873.



AGENDA ACTION FORM

Amend the FY 2019 School Special Projects Fund Budget

To: Board of Mayor and Aldermen
 From: Jeff Fleming, City Manager

Action Form No.: AF-19-2019
 Work Session: January 22, 2019
 First Reading: January 22, 2019

Final Adoption: February 5, 2019
 Staff Work By: David Frye
 Presentation By: David Frye

Recommendation:

Approve the Ordinance.

Executive Summary:

On January 8, 2019, the Board of Education approved an amendment to the FY 2018-2019 Schools' Special Project Fund budget. This amendment increases the estimated revenue and appropriations for the Safe Schools grant by \$47,883. This brings the total for the Safe Schools grant to \$97,853. This amendment also establishes a new grant for School Safety. This is a one-time grant in the amount of \$241,300. The Safe Schools grant will be used to fund 3 part-time SRO's and maintaining our video surveillance system. The School Safety grant funds will be used for capital improvements. This includes upgrading the school entrances with safety film on glass and bullet resistant glass at the reception areas. Other expenses will come from recommendations of the School Safety committee.

Attachments:

1. Ordinance
2. BOE Budget Amendment Number One

Funding source appropriate and funds are available: 

	<u>Y</u>	<u>N</u>	<u>O</u>
Adler	—	—	—
Begley	—	—	—
Cooper	—	—	—
George	—	—	—
McIntire	—	—	—
Olterman	—	—	—
Clark	—	—	—



AGENDA ACTION FORM

Amend the FY 2019 School Special Projects Fund Budget

To: Board of Mayor and Aldermen
 From: Jeff Fleming, City Manager 

Action Form No.: AF-19-2019
 Work Session: January 22, 2019
 First Reading: January 22, 2019

Final Adoption: February 5, 2019
 Staff Work By: David Frye
 Presentation By: David Frye

Recommendation:

Approve the Ordinance.

Executive Summary:

On January 8, 2019, the Board of Education approved an amendment to the FY 2018-2019 Schools' Special Project Fund budget. This amendment increases the estimated revenue and appropriations for the Safe Schools grant by \$47,883. This brings the total for the Safe Schools grant to \$97,853. This amendment also establishes a new grant for School Safety. This is a one-time grant in the amount of \$241,300. The Safe Schools grant will be used to fund 3 part-time SRO's and maintaining our video surveillance system. The School Safety grant funds will be used for capital improvements. This includes upgrading the school entrances with safety film on glass and bullet resistant glass at the reception areas. Other expenses will come from recommendations of the School Safety committee.

Attachments:

1. Ordinance
2. BOE Budget Amendment Number One

Funding source appropriate and funds are available: 

	<u>Y</u>	<u>N</u>	<u>O</u>
Adler	—	—	—
Begley	—	—	—
Cooper	—	—	—
George	—	—	—
McIntire	—	—	—
Olterman	—	—	—
Clark	—	—	—

ORDINANCE NO. ****

PRE-FILED
CITY RECORDER

AN ORDINANCE TO AMEND THE FY 2018 SCHOOL SPECIAL PROJECTS FUND BUDGET; AND, TO FIX THE EFFECTIVE DATE OF THIS ORDINANCE

BE IT ORDAINED BY THE CITY OF KINGSPORT, as follows:

SECTION I. That the FY 2019 School Special Projects Fund budget be amended by increasing/(decreasing) appropriations for Grant funds to the following Grant projects.

<u>Account Number/Description:</u>	<u>Budget</u>	<u>Incr/(Decr)</u>	<u>New Budget</u>
<u>Revenues:</u>	\$	\$	\$
CSH018 Coordinated School Health	100,000	0	100,000
FRC018 Family Resource Center	29,612	0	29,612
HAG018 Homeless Assistance	55,000	0	55,000
KTIP18 Kingsport Truancy Intervention	53,720	0	53,720
PK5118 Pre-K Expansion Grant System-Wide	583,875	0	583,875
RRCN18 Read to be Ready Coaching Network	10,000	0	10,000
ASPS19 SPARK Afterschool Physical Activity Grant	25,000	0	25,000
SSA018 Safe Schools Act	29,970	0	29,970
STEM18 Summer STEM Camp	50,000	0	50,000
TSTW18 Transition School to Work	189,903	0	189,903
Transfer from General School Fund	121,445	99,480	220,925
Totals:	1,248,525	99,480	1,348,005
<u>Expenditures:</u>	\$	\$	\$
Instruction	627,978	0	627,978
Support Services	620,547	99,480	720,027
Non-Instructional Services	0	0	0
Capital Outlay	0	0	0
Other	0	0	0
Totals:	1,248,525	99,480	1,348,005

SECTION II. That this Ordinance shall take effect from and after its date of passage, as the law direct, the welfare of the City of Kingsport, Tennessee requiring it.

JOHN CLARK, Mayor

ATTEST:

JAMES H. DEMMING, City Recorder

APPROVED AS TO FORM:

J. MICHAEL BILLINGSLEY, City Attorney

PASSED ON 1ST READING:
PASSED ON 2ND READING:

January 8, 2019

**KINGSPORT CITY SCHOOLS
FISCAL YEAR 2018-2019
BUDGET AMENDMENT NUMBER ONE**

ITEM ONE: SAFE SCHOOLS GRANTS

Kingsport City Schools has been receiving a Safe Schools grant from the State of Tennessee since 1999. The grant has been in the \$30,000 range and has had a required local match of approximately \$10,000. For FY 2019 this grant has been increased to \$62,733 and has a required local match \$34,120. The FY 2019 budget includes a local match of \$20,000. This will require an additional appropriation of \$14,120. This appropriation will need to be increased in the FY 2020 budget. In addition to the recurring grant, the State appropriated one-time funds for a School Safety grant. The amount of this grant is \$155,940 and requires a local match of \$85,360. The total required local match for FY 2019 is \$119,480. There is a current budget of \$20,000, so there needs be an additional appropriation of \$99,480.

GENERAL PURPOSE SCHOOL FUND

FUND BALANCE APPROPRIATION

The audited Unreserved Fund Balance at June 30, 2018, was \$6,127,644. This amount is almost eight percent of the FY 2019 General Purpose School Fund budget. This is a source of revenue that can be used to fund the local match for the Safe Schools and School Safety grant. Three percent of the FY 2019 budget is \$2,302,581. To fund the local match it will be necessary to appropriate \$99,480 of The Unreserved Fund Balance.

It is recommended that the estimate for Fund Balance Appropriations be increased by \$99,480.

FUND TRANSFERS

It is recommended that the appropriation for Fund Transfers be increased by \$99,480 and that these funds be transferred to the School Special Projects Fund for FY 2019 Safe Schools and School Safety grants.

SCHOOL SPECIAL PROJECT FUND

SAFE SCHOOLS GRANT

Kingsport City School has been receiving this grant since 1999. Traditionally this grant has been around \$30,000, with a required local match of about \$10,000. The budget for FY 2019 includes an appropriation of \$49,970. This includes \$29,970 from the State and \$20,000 from local funds. The State increased funds for this grant to \$97,853. This amount includes \$62,733 in State funds and \$34,120 in local funds. The majority of these funds will be spent on 3 limited service employee SROs. The remaining funds will be other safety equipment.

It is recommended that the estimated revenues and appropriations for the FY 2019 Safe Schools grant be increased by \$47,833.

SCHOOL SAFETY GRANT

For FY 2019 the State appropriated additional one-time funds for a School Safety grant. Kingsport's allocation is \$155,940 and requires a local match of \$85,360, for a total of \$241,300. These funds will be used to fund items recommended by the KCS Safety Task force. The majority of these recommendations focus on school entrances.

It is recommended that the estimated revenues and appropriations for the FY 2019 School Safety grant be increased by \$241,300.

ITEM TWO: TECHNOLOGY UPGRADES

Two years ago KCS upgraded its technology infrastructure at the elementary schools and Palmer Center. It is now time to complete upgrades at all secondary locations and the Administrative Support Center. The low bid for the project is \$619,691. With a 6% contingency the total project budget will be \$656,873. The maximum the E-rate will fund is approximately \$470,602. The total local funding is \$186,271.

GENERAL PURPOSE SCHOOL FUND

FUND BALANCE APPROPRIATION

The audited Unreserved Fund Balance at June 30, 2018, was \$6,127,644. This amount is almost eight percent of the FY 2019 General Purpose School Fund budget. This is a source of revenue that can be used to fund the local portion of the proposed E-rate project. Three percent of the FY 2019 budget is \$2,302,581. To fund the proposed project, it will be necessary to appropriate \$186,271 of The Unreserved Fund Balance.

It is recommended that the estimate for Fund Balance Appropriations be increased by \$186,271.

FUND TRANSFERS

It is recommended that the appropriation for Fund Transfers be increased by \$186,271 and that these funds be transferred to the General Project Fund for FY 2019 Technology Upgrades.

CAPITAL PROJECTS FUND

FY 2019 SCHOOL'S TECHNOLOGY UPGRADES

A capital project will be established to account for the revenue and expenditures for the FY 2019

Technology Upgrades. The total budget for this project will be \$656,873, with funding coming from a transfer from the General Purpose School Fund (\$186,271) and from E-rate funds (\$470,602). It is recommended that the estimated revenue for Transfers from the School Fund be increased by \$186,271 and that the estimated revenue for E-rate funds be increased by \$470,602. It is also recommended that the appropriation for Equipment be increased by \$656,873.



AGENDA ACTION FORM

Awarding the Bid for the Purchase of Various Water and Sewer Maintenance Items

To: Board of Mayor and Aldermen
 From: Jeff Fleming, City Manager

Action Form No.: AF-29-2019
 Work Session: February 5, 2019
 First Reading: N/A

Final Adoption: February 5, 2019
 Staff Work By: Committee
 Presentation By: R. McReynolds

Recommendation:

Approve the Resolution.

Executive Summary:

Bids were opened on January 15, 2019 for the purchase of various water & sewer maintenance inventory items stocked at the Water & Sewer Department warehouse located @ 1213 Konnarock Road. The bid was issued to secure pricing for a twelve month time frame and included a total of 727 items to be purchased on an as needed basis.

The bid invitation was publicly advertised on December 2, 2018 in the Kingsport Times News and downloadable bid documents were posted on the Purchasing Department's website for a time period of 44 calendar days. Bids were received from 10 vendors and low bids from four of those vendors were in excess of \$50,000.00 for various items. As a result of those four bidders offering pricing on various items in excess of \$50,000.00 BMA approval is required for those bids only. Nine bidders are to be awarded purchase orders as a result of their replies to this bid.

The bid from Core & Main, Inc. offered low pricing for various items totaling \$335,424.56. The bid from Southern Pipe & Supply, Inc. offered low pricing for various items totaling \$61,775.42. The bid from Consolidated Pipe & Supply, Inc. offered low pricing for various items totaling \$261,944.25. The bid from G & C Supply offered low pricing for various items totaling \$131,407.38.

The City is not required to purchase any of the items from this bid unless and until those items are needed as defined by the requirements of the bid. The City reserves the right to determine the low bidder either on the basis of the individual items or on the basis of all items included in its Invitation to Bid.

Funding is identified in account number 41100001410000.

Attachments:

1. Resolution
2. Bid Opening Minutes Available for Review @ <https://www.kingsporttn.gov/city-services/purchasing/>
3. Bid Award Summary – Exhibit A

Funding source appropriate and funds are available: 

	Y	N	O
Adler	—	—	—
Begley	—	—	—
Cooper	—	—	—
George	—	—	—
McIntire	—	—	—
Olterman	—	—	—
Clark	—	—	—

RESOLUTION NO. _____

A RESOLUTION AWARDING THE BID FOR PURCHASE OF VARIOUS WATER AND SEWER MAINTENANCE ITEMS TO CONSOLIDATED PIPE & SUPPLY, INC., SOUTHERN PIPE & SUPPLY, INC., CORE & MAIN, INC., AND G&C SUPPLY, INC., AND AUTHORIZING THE CITY MANAGER TO EXECUTE PURCHASE ORDERS FOR THE SAME

WHEREAS, bids were opened January 24, 2018, for the purchase of various water and sewer maintenance inventory items stocked at the water and sewer departments located at 1213 Konnarock Road; and

WHEREAS, upon review of the bids, the board finds that Consolidated Pipe & Supply, Inc., Southern Pipe & Supply, Inc., Core & Main, Inc. and G&C Supply, Inc. are the lowest responsible compliant bidders meeting specifications for the particular grade or class of material, work or services desired and is in the best interest and advantage to the city, and the City of Kingsport desires to purchase various water and sewer maintenance inventory items as set out in the Water/Sewer Maintenance bid opening minutes, available for review at <https://www.kingsporttn.gov/city-services/purchasing/>, from Consolidated Pipe & Supply, Inc. at an amount up to \$261,944.25, Southern Pipe & Supply, Inc. at an amount up to \$61,775.42, Core & Main, Inc. at an amount up to \$335,424.56, and G&C Supply, Inc. at an amount up to \$131,407.38; and

WHEREAS, funding is identified in account number 41100001410000;

Now therefore,

BE IT RESOLVED BY THE BOARD OF MAYOR AND ALDERMEN AS FOLLOWS:

SECTION I. That the bid for purchase of water and sewer maintenance inventory items as set out in the "Water Sewer Maintenance Items Award Summary Bid Opening Date January 15, 2019" attached hereto as Exhibit A and further detailed in the "Various Water/Sewer Items-Bid Opening date January 15, 2019, available for review at <https://www.kingsporttn.gov/city-services/purchasing/>, for use by the water and sewer department is awarded to Consolidated Pipe & Supply, Inc. at an amount up to \$261,944.25, and the city manager is authorized and directed to execute a purchase order for the same.

SECTION II. That the bid for purchase of water and sewer maintenance inventory items as set out in the "Water Sewer Maintenance Items Award Summary Bid Opening Date January 15, 2019" attached hereto as Exhibit A, and further detailed in the "Various Water/Sewer Items-Bid Opening date January 15, 2019", available for review at <https://www.kingsporttn.gov/city-services/purchasing/>, for use by the water and sewer department is awarded to Southern Pipe & Supply, Inc., at an amount up to \$61,775.42, and the city manager is authorized and directed to execute a purchase order for the same.

SECTION III. That the bid for purchase of water and sewer maintenance inventory items as set out in the "Water Sewer Maintenance Items Award Summary Bid Opening Date January 15, 2019" attached hereto as Exhibit A and further detailed in the "Various Water/Sewer Items-

Bid Opening date January 15, 2019", available for review at <https://www.kingsporttn.gov/city-services/purchasing/>, for use by the water and sewer department is awarded to Core & Main, Inc. at an amount up to \$335,424.56 and the city manager is authorized and directed to execute a purchase order for the same.

SECTION IV. That the bid for purchase of water and sewer maintenance inventory items as set out in the "Water Sewer Maintenance Items Award Summary Bid Opening Date January 15, 2019" attached hereto as Exhibit A and further detailed in the "Various Water/Sewer Items-Bid Opening date January 15, 2019", available for review at <https://www.kingsporttn.gov/city-services/purchasing/>, for use by the water and sewer department is awarded to G&C Supply, Inc., at an amount up to \$131,407.25, and the city manager is authorized and directed to execute a purchase order for the same.

SECTION V. That the board finds that the actions authorized by this resolution are for a public purpose and will promote the health, comfort and prosperity of the citizens of the city.

SECTION VI. That this resolution shall take effect from and after its adoption, the public welfare requiring it.

ADOPTED this the 5th day of February, 2019.

JOHN CLARK, MAYOR

ATTEST:

JAMES H. DEMMING, CITY RECORDER

APPROVED AS TO FORM:

J. MICHAEL BILLINGSLEY, CITY ATTORNEY

Exhibit A

Water Sewer Maintenance Items Bid Award Summary
Bid Opening Date – January 15, 2019

<i>Vendor</i>	<i>Purchase Order #</i>	<i>Amount</i>
Core & Main	V01919	\$335,424.56
Southern Pipe & Supply	V01920	\$61,775.42
Consolidated Pipe & Supply	V01921	\$261,944.25
G&C Supply	V01924	\$131,407.38
CMC Supply	V01925	\$13,499.58
Summers Industrial	V01926	\$7,639.20
Vallen Distribution	V01927	\$7,448.61
Northern Safety	V01928	\$10,640.34
Ford System	V01929	\$2,633.94
Ferguson Enterprise	N/A	\$0



Reimbursement of Materials Agreement Funds to Edinburgh Group, LLC for Edinburgh Phase 11

To: Board of Mayor and Aldermen
 From: Jeff Fleming, City Manager

Action Form No.: AF-15-2019
 Work Session: February 5, 2019
 First Reading: N/A

Final Adoption: February 5, 2019
 Staff Work By: R. McReynolds
 Presentation By: R. McReynolds

Recommendation:

Approve the Resolution.

Executive Summary:

In an effort to promote smart growth and infill development as well as encourage the new housing market within the Kingsport City limits, the City of Kingsport passed the Materials Agreement Policy as set forth in Resolution 2007-084. Developers have the opportunity to enter into an agreement with the City whereas the City furnishes the water and sewer materials for the developers use within the developer's proposed subdivision. The developer would be responsible for posting a cash bond covering the cost of the materials that would be available for refund (minus sales tax) once the project is completed and has been approved by the City Engineer and the Regional Planning Commission.

Pursuant to the policy, the BMA entered into Materials Agreements with Edinburgh Group, LLC related to Edinburgh Phase 11 (AF-15-2019) in the amount of \$26,250.40. Upon construction, adjustment due to sales tax, and close out of the necessary materials, the Developer is due \$23,984.14.

To date, including these developments, the program has supported 851 new/proposed lots within the City of Kingsport. Of those lots, 523 Building Permits and 412 Certificates of Occupancy have been issued to date.

Attachments:

1. Resolution
2. Closeout Worksheet
3. Location Map(s)

Funding source appropriate and funds are available: js

	<u>Y</u>	<u>N</u>	<u>O</u>
Adler	—	—	—
Begley	—	—	—
Cooper	—	—	—
George	—	—	—
McIntire	—	—	—
Olterman	—	—	—
Clark	—	—	—

RESOLUTION NO. _____

A RESOLUTION AUTHORIZING REIMBURSEMENT OF
MATERIALS AGREEMENT FUNDS TO EDINBURG GROUP, LLC
FOR EDINBURGH PHASE 11

WHEREAS, pursuant to the Materials Agreement Policy as set forth in Resolution 2007-084, Edinburg Group, LLC entered into a Materials Agreement in the total amount of \$26,250.40, with the city for provision of certain water and sewer materials by the city for Edinburg, Phase 11; and

WHEREAS, upon construction, adjustment due to sales tax, and close out of the necessary materials the developer is due reimbursement funds in the amount of \$23,984.14 for Edinburg, Phase 11; and

Now, therefore,

BE IT RESOLVED BY THE BOARD OF MAYOR AND ALDERMEN AS FOLLOWS:

SECTION I. That reimbursement of Material Agreement funds to Edinburg Group, LLC in the amount of \$23,984.14 for Edinburg, Phase 11, is approved.

SECTION II. That this resolution shall take effect from and after its adoption, the public welfare requiring it.

ADOPTED this the 5th day of February, 2019.

JOHN CLARK, MAYOR

ATTEST:

JAMES H. DEMMING, CITY RECORDER

APPROVED AS TO FORM:

J. MICHAEL BILLINGSLEY, CITY ATTORNEY

Materials Agreement

Project: Edinburgh Phase 11
 Date: January 16, 2019
 Developer: Edinburgh Group, LLC

File No.: 2018-D03

Water Line

Item #	Item Description	Units	U/M	Price	Total
41864	8" x 18' D.I. Pipe	29.00	Joints	\$256.68	\$7,443.72
42120	4' Bury Hydrant	1.00	each	\$1,350.97	\$1,350.97
42325	6" Gate Valve	1.00	each	\$411.34	\$411.34
41829	8" MJ D.I. Acc. Kit	4.00	each	\$12.00	\$48.00
42100	8x8 MJ TEE	1.00	each	\$78.99	\$78.99
42335	8" MJ Gate Valve	2.00	each	\$655.16	\$1,310.32
43031	8x8x6 Anchor Tee	1.00	each	\$84.38	\$84.38
40835	8" Joint Restraint Kit	6.00	each	\$33.85	\$203.10
41794	8" Plug w/ 2" Tap	1.00	each	\$48.00	\$48.00
42885	8" Anchor Coupling	1.00	each	\$85.31	\$85.31
41828	6" MJ D.I. Acc. Kit	3.00	each	\$10.00	\$30.00
41871	8" Romac Alpha Cap w/ 2" Tap	1.00	each	\$185.60	\$185.60
42845	6" Anchor Coupling	1.00	each	\$73.13	\$73.13
Project #	WA1887				
	Expense To:				
Project Total	451-0000-605-9003				\$11,352.86
Sales Tax	451-0000-207-0201			9.50%	\$1,078.52
	Total Cost Including Tax				\$12,431.38
	Amount Paid and Receipted To:				
Contractor Paid	451-0000-208-1250				\$11,358.66
Sales Tax:	451-0000-207-0201			9.50%	\$1,079.07
	Total Cost Including Tax				\$12,437.73
	Sales Tax Adjustment				-\$0.55
Water	Refund Due Developer				\$11,359.21

Materials Agreement

Project: Edinburgh Phase 11
 Date: January 29, 2019
 Developer: Edinburgh Group, LLC

File No.: 2018-D03

Sanitary Sewer

Item #	Item Description	Units	U/M	Price	Total
45003	8" x 14' SDR-35 gsktd Sewer Pipe	104.00	Joints	\$52.08	\$5,416.32
45057	8" x 6" Tee Wye gsktd Sewer	14.00	each	\$29.91	\$418.77
45112	Manhole Covers v-1312-44	6.00	each	\$220.91	\$1,325.48
	Manhole per vertical ft.	6.00	each		\$5,342.00
Project #	SW1887				
	Expense To:				
Project Total	451-0000-606-9003				\$12,502.57
Sales Tax	451-0000-207-0201			9.50%	\$1,187.74
	Total Cost Including Tax				\$13,690.31
	Amount Paid and Receipted To:				
Contractor Paid	451-0000-208-1250				\$12,614.31
Sales Tax:	451-0000-207-0201			9.50%	\$1,198.36
	Total Cost Including Tax				\$13,812.67
	Sales Tax Adjustment				-\$10.62
Sewer	Refund Due Developer				\$12,624.93
				Total Refund	\$23,984.14

All parties signing this document agree that the items listed, along with their quantities, were received, used and/or returned as shown on this document. Any items due to the City of Kingsport must be received before the materials agreement between the City of Kingsport and the developer is closed out.

City of Kingsport Warehouse:

Date:

City of Kingsport Inspector:

Date:

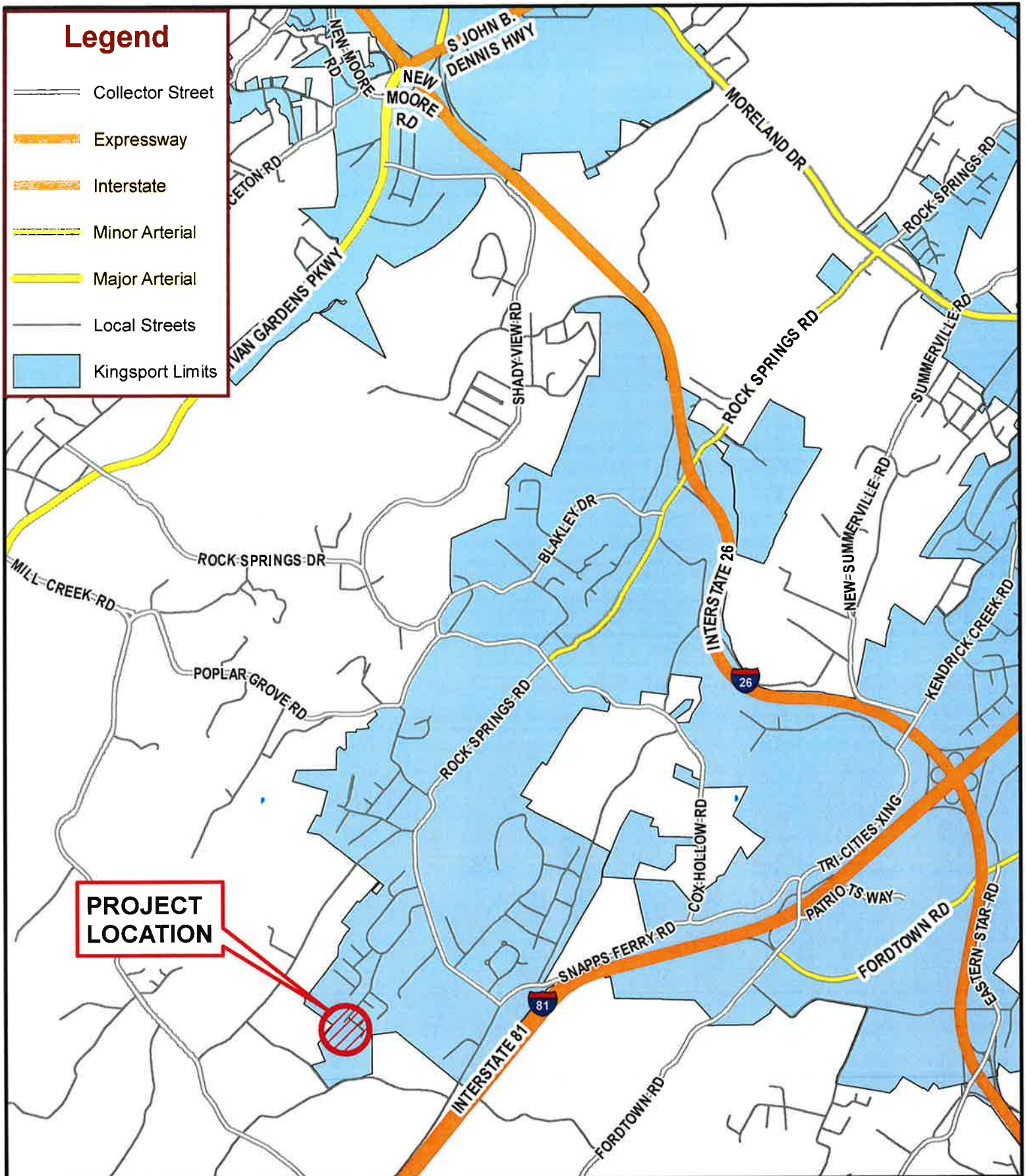
Developer:

Date:



Legend

- Collector Street
- Expressway
- Interstate
- Minor Arterial
- Major Arterial
- Local Streets
- Kingsport Limits



Project Location Map
EDINBURGH
DEVELOPMENT
PHASE 11

0 0.5 1 Miles

Graphic Scale

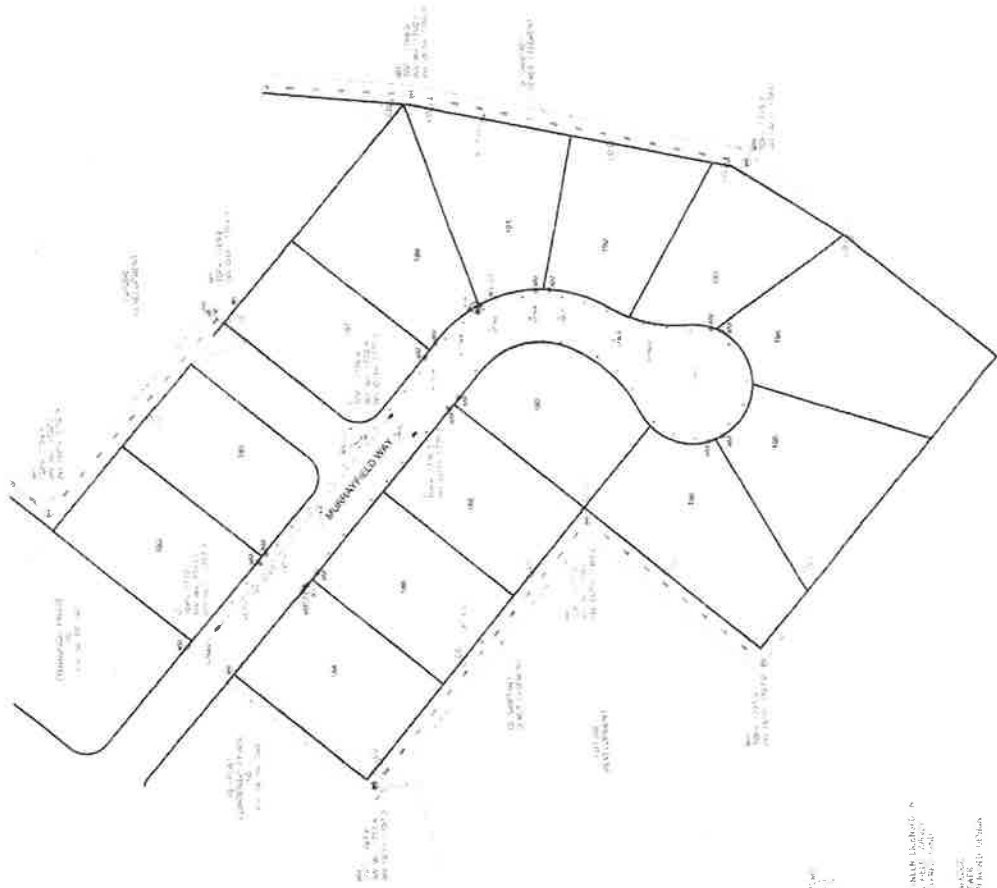




LOCATION MAP

STORM SANITARY SEWER & WATER AS-BUILT
EDINBURGH PHASE II
KINGSPORT TENNESSEE

ALLEY & ASSOCIATES, INC.
SURVEYORS
2401 E. MAIN STREET, DECATUR, GEORGIA 30030
TEL: 404.252.1111
FAX: 404.252.1112
WWW.ALLEYANDASSOCIATES.COM



AS-BUILT PLAN

- LEGEND
- STORM SEWER
 - SANITARY SEWER
 - WATER
 - PROPERTY LINE
 - STREET LINE

THIS PLAN IS A REPRODUCTION OF THE ORIGINAL PLAN AND IS NOT TO BE USED FOR CONSTRUCTION OF THE PROJECT. THE ORIGINAL PLAN IS THE ONLY AUTHORITY FOR THE PROJECT.

THE CITY OF EDINBURGH HAS REVIEWED THIS PLAN AND HAS APPROVED IT FOR THE CITY'S USE. THE CITY'S REVIEW IS LIMITED TO THE TECHNICAL ASPECTS OF THE PLAN AND DOES NOT CONSTITUTE A GUARANTEE OF THE ACCURACY OF THE INFORMATION CONTAINED HEREIN.



ENGINEER'S SEAL



AGENDA ACTION FORM

Award Furniture Purchase for New KATS Facility Utilizing Sourcewell Cooperative Purchasing Agreement

To: Board of Mayor and Aldermen
 From: Jeff Fleming, City Manager

Action Form No.: AF-33-2019
 Work Session: February 5, 2019
 First Reading: N/A

Final Adoption: February 5, 2019
 Staff Work By: Committee
 Presentation By: Chris McCart

Recommendation:

Approve the Resolution.

Executive Summary:


The new KATS facility is nearing completion and the Project Manager recommends moving forward with the furniture purchase in order to coordinate furniture installation to coincide with the opening. The City has received a quote from Workspace Interiors, who is the authorized Steel Case Distributor for our area, in the amount of \$82,072.63 for furnishings for KATS.

The Sourcewell Cooperative Purchasing Contract # is 031715-STI for these Steel Case items. Since the City participates in this cooperative purchasing agreement we do not have to bid these items out as that has already been coordinated by a lead public agency.

Funding is identified in project # GP1718 with ninety percent of cost paid by federal and state funds.

Attachments:

1. Resolution
2. Quote

Funding source appropriate and funds are available: 

	Y	N	O
Adler	—	—	—
Begley	—	—	—
Cooper	—	—	—
George	—	—	—
McIntire	—	—	—
Olterman	—	—	—
Clark	—	—	—

RESOLUTION NO. _____

A RESOLUTION AWARDDING THE BID FOR PURCHASE OF FURNITURE FOR THE NEW KINGSPORT AREA TRANSIT SERVICE BUILDING TO WORKSPACE INTERIORS, INC. THROUGH THE SOURCEWELL COOPERATIVE PURCHASING AGREEMENT AND AUTHORIZING THE CITY MANAGER TO EXECUTE A PURCHASE ORDER FOR THE SAME

WHEREAS, the city participates in the Sourcewell Cooperative Purchasing Contract; and

WHEREAS, Sourcewell Cooperative Purchasing has a vendor account with Workspace Interiors, Inc.; and

WHEREAS, the city, through the Sourcewell Cooperative Purchasing Contract; would like to purchase furniture from Workspace Interiors, Inc. for the new Kingsport Area Transit Service (KATS) building in the amount of \$82,072.63; and

WHEREAS, funding is identified in GP1718;

Now therefore,

BE IT RESOLVED BY THE BOARD OF MAYOR AND ALDERMEN AS FOLLOWS:

SECTION I. That purchase of furniture from Workspace Interiors, Inc. through the Sourcewell Cooperative Purchasing Contract for furniture at the new KATS facility, at the cost of \$82,072.63 and the city manager is authorized to execute a purchase order for same.

SECTION II. That this resolution shall take effect from and after its adoption, the public welfare requiring it.

ADOPTED this the 5th day of February, 2019.

JOHN CLARK, MAYOR

ATTEST:

JAMES H. DEMMING, CITY RECORDER

APPROVED AS TO FORM:

J. MICHAEL BILLINGSLEY, CITY ATTORNEY



TRI-CITIES TN
200 e main street | ste 300 | kingsport tn 37660
KNOXVILLE TN
2820 middlebrook pike | ste 104 | knoxville tn 37921
REMIT ADDRESS
po box 809 | kingsport tn 37662
423.392.2600 | f 423.392.2601 | www.workspaceinteriors.com

Quotation 29830

Quote Date 12/21/18

Customer CIT003

Terms 30 Days Upon Receipt

Account Representative ADAM GRAY

Quote To

Brent Morelock
Kingsport City Purchasing
625 INDUSTRY DR
Kingsport TN 37660-3519

Ship To

Brent Morelock
Kingsport City Purchasing
625 INDUSTRY DR
Kingsport TN 37660-3519

Phone +1 (423) 229-9314

Phone +1 (423) 229-9315

Sales Location CORPORATE OFFICE

KAT Sourcewell Contract # 031715-STI

Description	Quantity	Unit Price	Extended Price
CONTROLLER ROOM 1			
1 TS772THF - Frame, Horizontal package, Thin, 72W BASIC: 7238 FIELDSTONE TC OPT: *OPT:TOP CAP OPTIONS STD CAP: STD:STD TOP CAP CABLEOPT: *OPT:CABLE TRAY OPTION NO TRAY: NO CABLE TRAY BASE OPT: *OPT:BASE TRIM OPTIONS KO BOTH: STD:KNOCKOUT BASE BOTH SIDES TRAY OPT: *OPT:BASE TRAY OPTION NO TRAY: NO BASE TRAY STEELCASE Tag For CONTROLLER ROOM 1 72/48	4	70.97	283.88
2 TS730THF - Frame-Horizontal package, Thin, 30W BASIC: 7238 FIELDSTONE TC OPT: *OPT:TOP CAP OPTIONS STD CAP: STD:STD TOP CAP CABLEOPT: *OPT:CABLE TRAY OPTION NO TRAY: NO CABLE TRAY BASE OPT: *OPT:BASE TRIM OPTIONS KO BOTH: STD:KNOCKOUT BASE BOTH SIDES TRAY OPT: *OPT:BASE TRAY OPTION	3	31.62	94.86

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Description	Quantity	Unit Price	Extended Price
2 NO TRAY: NO BASE TRAY STEELCASE Tag For CONTROLLER ROOM 1 30/48			
3 TS748TLPJ - Junction-L, Thin, 48H TRIM: *OPT:TRIM PACKAGE PAINT: PAINTED TRIM PKG UPRIGHT: UPRIGHT TEXT PNT: *UPRIGHT:TEXTURED PAINT 7238: FIELDSTONE STEELCASE Tag For CONTROLLER ROOM 1 L48	2	59.03	118.06
4 TS74230TK - Panel skin-Tackable acoustical, 42H x 30W SURFACE: P201 NEW ALMOND FAB DIR: *OPT:FABRIC DIRECTION HORZ: STD:HORIZONTAL APPLICATION STEELCASE Tag For CONTROLLER ROOM 1	6	65.35	392.10
5 TS74272TK - Panel skin-Tackable acoustical, 42H x 72W SURFACE: P201 NEW ALMOND FAB DIR: *OPT:FABRIC DIRECTION HORZ: HORIZONTAL APPLICATION ONLY STEELCASE Tag For CONTROLLER ROOM 1	8	113.49	907.92
6 TS2PBBF22U - Pedestal, Box / box / file, Under worksurface, 22D BASIC: 7238 FIELDSTONE KEYS: SK PLUG PULLS: *OPT:PULL OPTIONS HDL PULL: HANDLE PULL PULL: PULL PLTMETAL: *PULL:PLATED METAL 9211: NICKEL TSPED: *OPT:TS PED OPTION DWR RAIL: DRAWER RAILS (PKG OF 2) STEELCASE	3	185.78	557.34

Description	Quantity	Unit Price	Extended Price
6 Tag For CONTROLLER ROOM 1 BBF			
7 TS2PFF22U - Pedestal, File / file, Under worksurface, 22D BASIC: 7238 FIELDSTONE KEYS: SK PLUG PULLS: *OPT:PULL OPTIONS HDL PULL: HANDLE PULL PULL: PULL PLTMETAL: *PULL:PLATED METAL 9211: NICKEL TSPED: *OPT:TS PED OPTION DWR RAIL: DRAWER RAILS (PKG OF 2) STEELCASE Tag For CONTROLLER ROOM 1 FF	3	177.08	531.24
8 2LF18425F - Lateral file, Integral pull, 1 lift up door / fixed shelf, 4 drawers, Lock, 18D x 42W x 65 1/2H BASIC: 7238 FIELDSTONE LOCK: 9201 POLISHED CHROME KEYS: SK PLUG TOP OPT: *OPT:TOP OPTIONS STL TOP: STD:1" STEEL TOP DOOR: *OPT:LIFT UP DOOR/SHELF FIX SHLF: STD:DOOR W/FIXED SHELF DWR ACC: *OPT:FILE DWR ACCESSORIES HF: STD:DRAWERS WITH HF'S WGHT PKG: *OPT:COUNTERWEIGHT PKG WEIGHT: COUNTER WEIGHT PKG STEELCASE Tag For CONTROLLER ROOM 1 LF/5/42	4	991.18	3,964.72
9 442A30V - Gesture; Chair, Upholstered, Value package, Shell back, 360 Arms UPHOLSTERY COLOR SCHEME: NON-CONTRASTING BACK FINISH: COGENT: CONNECT 5S25 - GRAPHITE SEWN UPHOLSTERY TYPE: NON SEWN SEAT FINISH: COGENT: CONNECT 5S25 - GRAPHITE COLOR SCHEME: BLACKBLACK	1	715.14	715.14

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Description	Quantity	Unit Price	Extended Price
9 ARMS FINISH: PLASTIC - PG1 6205 - BLACK BASE FINISH: PLASTIC - PG1 6205 - BLACK FRAME FINISH: PLASTIC - PG1 6205 - BLACK SHELL FINISH: PLASTIC - PG1 6205 - BLACK ARM TYPE: 360 ARM ARM CAP: STANDARD POSITION LUMBAR OPTION: NO LUMBAR CYLINDER TYPE: STANDARD RANGE BASE TYPE: PLASTIC BASE CASTER OR GLIDE TYPE: HARD CASTERS SOIL RETARDANT OPTION: NO SOIL RETARDANT FIRE CODE TYPE: NO FIRE CODE STEELCASE Tag For CONTROLLER ROOM 1 GESTURE			
10 TSATSIDE - Support-Worksurface, Side STEELCASE	2	17.73	35.46
11 TS130TLCWD - turnstone; Center drawer, Plastic, 19D x 21 1/4W x 1 3/4H BASIC: 6000 BLACK STEELCASE Tag For CONTROLLER ROOM 1 CD	1	43.30	43.30
12 MIGRELRLQ - Migration; Desk-Rectangle, Electric DEPTH: 29.00000 WIDTH: 70.00000 TOP SURFACE FINISH: WOODGRAIN HPL 2412 - NATURAL CHERRY EDGE FINISH: PLASTIC - PG1 6034 - NATURAL CHERRY BASE FINISH: TEXTURED PAINT 7360 - MERLE CONTROLLER: 4-PRESET CONTROLLER STEELCASE Tag For CONTROLLER ROOM 1 29/70/UP	3	832.19	2,496.57
13 TSAERPW - Receptacle-Power, Package quantity 3, Worksurface mount STEELCASE Tag For CONTROLLER ROOM 1 WMR	1	76.22	76.22

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Description		Quantity	Unit Price	Extended Price
14	UCANT - Cantilever, On module application, 16W x 13D BASIC: 7238 FIELDSTONE STEELCASE Tag For CONTROLLER ROOM 1 CANT	3	39.00	117.00
15	TS742THF - Frame, Horizontal package, Thin, 42W BASIC: 7238 FIELDSTONE TC OPT: *OPT:TOP CAP OPTIONS STD CAP: STD:STD TOP CAP CABLEOPT: *OPT:CABLE TRAY OPTION NO TRAY: NO CABLE TRAY BASE OPT: *OPT:BASE TRIM OPTIONS KO BOTH: STD:KNOCKOUT BASE BOTH SIDES TRAY OPT: *OPT:BASE TRAY OPTION NO TRAY: NO BASE TRAY STEELCASE Tag For CONTROLLER ROOM 1 42/48	2	38.30	76.60
16	TS748TEPJ - Junction-End of run, Thin, 48H TRIM: *OPT:TRIM PACKAGE PAINT: PAINTED TRIM PKG UPRIGHT: UPRIGHT TEXT PNT: *UPRIGHT:TEXTURED PAINT 7238: FIELDSTONE STEELCASE Tag For CONTROLLER ROOM 1 E48	3	37.95	113.85
17	TS748TIPJ - Junction-In line, Thin, 48H STEELCASE Tag For CONTROLLER ROOM 1 I48	3	27.05	81.15
18	TS748TTPJ - Junction-T, Thin, 48H TRIM: *OPT:TRIM PACKAGE PAINT: PAINTED TRIM PKG UPRIGHT: UPRIGHT TEXT PNT: *UPRIGHT:TEXTURED PAINT 7238: FIELDSTONE	1	59.03	59.03

Description	Quantity	Unit Price	Extended Price
18 STEELCASE Tag For CONTROLLER ROOM 1 T48			
19 TS748WPJ - Junction-Wall start, 48H STEELCASE Tag For CONTROLLER ROOM 1 WS48	2	79.05	158.10
20 TS7PK72X - Kit-Power, 3+1, 72W STEELCASE Tag For CONTROLLER ROOM 1 PK	4	113.49	453.96
21 TS74242TK - Panel skin-Tackable acoustical, 42H x 42W SURFACE: P201 NEW ALMOND FAB DIR: *OPT:FABRIC DIRECTION HORZ: STD:HORIZONTAL APPLICATION STEELCASE Tag For CONTROLLER ROOM 1	4	76.59	306.36
TS76BPX - Power infeed, 3+1, 6L in ft PLASTIC: 6651 TUNGSTEN STEELCASE Tag For CONTROLLER ROOM 1 BPI/6	2	93.81	187.62
23 ZB1R1SGH - Receptacle-System ground, Line 1, 4 circuit, 3+1 PLASTIC: 6651 TUNGSTEN STEELCASE Tag For CONTROLLER ROOM 1	4	29.00	116.00
24 ZB1R2SGH - Receptacle-System ground, Line 2, 4 circuit, 3+1 PLASTIC: 6651 TUNGSTEN STEELCASE Tag For CONTROLLER ROOM 1	4	29.00	116.00
25 ZB1R3SGH - Receptacle-System ground, Line 3, 4 circuit, 3+1 PLASTIC: 6651 TUNGSTEN STEELCASE Tag For CONTROLLER ROOM 1	4	29.00	116.00
26 WS3072 - Worksurface-Straight, Full depth, 30D x 72W EDGE: 6034 NATURAL CHERRY TOP-SURF: 2412 NATURAL CHERRY	1	173.22	173.22

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Description	Quantity	Unit Price	Extended Price
26 WKSF OPT: *OPT:WORKSURFACE OPTION SCALLOP: STD:SCALLOPS STEELCASE Tag For CONTROLLER ROOM 1 30/72			
27 US2442 - Worksurface-Straight, Plastic edge, Laminate, 1/2 cord drop, 23 1/2D x 42W EDGE: 6034 NATURAL CHERRY TOP-SURF: 2412 NATURAL CHERRY WKSF OPT: *OPT:WORKSURFACE OPTION OMIT: NO POWER ACCESS STEELCASE Tag For CONTROLLER ROOM 1 24/42	3	83.27	249.81
28 LDASHC - dash; Light-Task, LED, C clamp bracket BASIC: 4799 PLATINUM METALLIC STEELCASE Tag For CONTROLLER ROOM 1 DTL-S	3	294.11	882.33
Sub Total			13,423.84
Total			13,423.84
RECEPTION-BACK			
29 UCSP - Support panel-Center, On module application, 11D x 27H BASIC: 7238 FIELDSTONE STEELCASE Tag For RECEPTION-BACK CP	1	50.59	50.59
30 TS748HFS - Frame, Horizontal package, Stacking, 48W STEELCASE Tag For RECEPTION-BACK HFS48	1	10.54	10.54
31 TS724THF - Frame, Horizontal package, Thin, 24W BASIC: 7238 FIELDSTONE TC OPT: *OPT:TOP CAP OPTIONS STD CAP: STD:STD TOP CAP CABLEOPT: *OPT:CABLE TRAY OPTION NO TRAY: NO CABLE TRAY	1	28.46	28.46

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Description	Quantity	Unit Price	Extended Price
31 BASE OPT: *OPT:BASE TRIM OPTIONS 1OMIT1KO: OMIT 1 SIDE / KNOCKOUT 1 SIDE TRAY OPT: *OPT:BASE TRAY OPTION NO TRAY: NO BASE TRAY STEELCASE Tag For RECEPTION-BACK 24/30			
32 TS730THF - Frame-Horizontal package, Thin, 30W BASIC: 7238 FIELDSTONE TC OPT: *OPT:TOP CAP OPTIONS COH1: STD COH TOP CAP - 1 END CABLEOPT: *OPT:CABLE TRAY OPTION NO TRAY: NO CABLE TRAY BASE OPT: *OPT:BASE TRIM OPTIONS 1OMIT1KO: OMIT 1 SIDE / KNOCKOUT 1 SIDE TRAY OPT: *OPT:BASE TRAY OPTION NO TRAY: NO BASE TRAY STEELCASE Tag For RECEPTION-BACK 30/30s	1	32.68	32.68
33 TS730THF - Frame-Horizontal package, Thin, 30W BASIC: 7238 FIELDSTONE TC OPT: *OPT:TOP CAP OPTIONS STD CAP: STD:STD TOP CAP CABLEOPT: *OPT:CABLE TRAY OPTION NO TRAY: NO CABLE TRAY BASE OPT: *OPT:BASE TRIM OPTIONS 1OMIT1KO: OMIT 1 SIDE / KNOCKOUT 1 SIDE TRAY OPT: *OPT:BASE TRAY OPTION NO TRAY: NO BASE TRAY STEELCASE Tag For RECEPTION-BACK 30/42	1	30.57	30.57
34 TS742TIPJ - Junction-In line, Thin, 42H STEELCASE Tag For RECEPTION-BACK 142	1	27.05	27.05

Description	Quantity	Unit Price	Extended Price
35 TS72430TK - Panel skin-Tackable acoustical, 24H x 30W SURFACE: P201 NEW ALMOND FAB DIR: *OPT:FABRIC DIRECTION HORZ: STD:HORIZONTAL APPLICATION STEELCASE Tag For RECEPTION-BACK	1	44.27	44.27
36 TS73630TK - Panel skin-Tackable acoustical, 36H x 30W SURFACE: P201 NEW ALMOND FAB DIR: *OPT:FABRIC DIRECTION HORZ: STD:HORIZONTAL APPLICATION STEELCASE Tag For RECEPTION-BACK	1	64.30	64.30
37 TS73648TK - Panel skin-Tackable acoustical, 36H x 48W SURFACE: P201 NEW ALMOND FAB DIR: *OPT:FABRIC DIRECTION HORZ: STD:HORIZONTAL APPLICATION STEELCASE Tag For RECEPTION-BACK	1	87.84	87.84
38 RPF1827AP - Pedestal-Fixed, 2 box / 1 file, Proud steel front, 18 3/8D x 15W x 27H BASIC: 7238 FIELDSTONE LOCK: 9201 POLISHED CHROME KEYS: SK RAND DWR OPT: *OPT:DRAWER FEATURE OPTIONS FULL DWR: STD:FULL DRAWER DWR ACC: *OPT:FILE DWR ACCESSORIES RAIL: DRAWERS WITH RAILS PULLS: *OPT:PULL OPTIONS HDL PULL: HANDLE PULL PULL: PULL PLTMETAL: *PULL:PLATED METAL 9211: NICKEL LOCK OPT: *OPT:LOCK OPTIONS SINGLELK: STD:SINGLE LOCK STEELCASE Tag For RECEPTION-BACK BBF/15	1	230.74	230.74

Description	Quantity	Unit Price	Extended Price
39 RPF1827BP - Pedestal-Fixed, 2 file, Proud steel front, 18 3/8D x 15W x 27H BASIC: 7238 FIELDSTONE LOCK: 9201 POLISHED CHROME KEYS: SK RAND DWR ACC: *OPT:FILE DWR ACCESSORIES RAIL: DRAWERS WITH RAILS PULLS: *OPT:PULL OPTIONS HDL PULL: HANDLE PULL PULL: PULL PLTMETAL: *PULL:PLATED METAL 9211: NICKEL LOCK OPT: *OPT:LOCK OPTIONS SINGLELK: STD:SINGLE LOCK STEELCASE Tag For RECEPTION-BACK FF/15	1	224.32	224.32
40 442A30V - Gesture; Chair, Upholstered, Value package, Shell back, 360 Arms UPHOLSTERY COLOR SCHEME: NON-CONTRASTING BACK FINISH: COGENT: CONNECT 5S25 - GRAPHITE SEWN UPHOLSTERY TYPE: NON SEWN SEAT FINISH: COGENT: CONNECT 5S25 - GRAPHITE COLOR SCHEME: BLACKBLACK ARMS FINISH: PLASTIC - PG1 6205 - BLACK BASE FINISH: PLASTIC - PG1 6205 - BLACK FRAME FINISH: PLASTIC - PG1 6205 - BLACK SHELL FINISH: PLASTIC - PG1 6205 - BLACK ARM TYPE: 360 ARM ARM CAP: STANDARD POSITION LUMBAR OPTION: NO LUMBAR CYLINDER TYPE: STANDARD RANGE BASE TYPE: PLASTIC BASE CASTER OR GLIDE TYPE: SOFT CASTERS SOIL RETARDANT OPTION: NO SOIL RETARDANT FIRE CODE TYPE: NO FIRE CODE STEELCASE	1	727.91	727.91

Description		Quantity	Unit Price	Extended Price
40	Tag For RECEPTION-BACK GESTURE			
41	TS5ACSB2448P - Credenza-Buffer, Open shelf / doors, 24D x 48W BASIC: 26L1 NATURAL CHERRY (VERSION 2) LPL TOP-SURF: 26L1 NATURAL CHERRY (VERSION 2) LPL EDGE: *OPT:EDGE PROFILE OPTIONS FLAT: STD:FLAT EDGE PROFILE DOOR OPT: *OPT:DOOR OPTIONS NO LOCK: STD:DOOR WITHOUT LOCK PULL OPT: *OPT:PULL OPTIONS HAN PLAT: HANDLE PULL PLATINUM STEELCASE Tag For RECEPTION-BACK 24/47-C	1	798.81	798.81
42	TS130TLCWD - turnstone; Center drawer, Plastic, 19D x 21 1/4W x 1 3/4H BASIC: 6000 BLACK STEELCASE Tag For RECEPTION-BACK CD	1	43.30	43.30
43	MIGREL RQ - Migration; Desk-Rectangle, Electric DEPTH: 29.00000 WIDTH: 58.00000 TOP SURFACE FINISH: WOODGRAIN HPL 2412 - NATURAL CHERRY EDGE FINISH: PLASTIC - PG1 6034 - NATURAL CHERRY BASE FINISH: TEXTURED PAINT 7360 - MERLE CONTROLLER: 4-PRESET CONTROLLER STEELCASE Tag For RECEPTION-BACK 29/58/UP	1	785.11	785.11
44	TS748THF - Frame, Horizontal package, Thin, 48W BASIC: 7238 FIELDSTONE TC OPT: *OPT:TOP CAP OPTIONS STD CAP: STD:STD TOP CAP CABLEOPT: *OPT:CABLE TRAY OPTION NO TRAY: NO CABLE TRAY BASE OPT: *OPT:BASE TRIM OPTIONS	1	39.00	39.00

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Description	Quantity	Unit Price	Extended Price
44 1OMIT1KO: OMIT 1 SIDE / KNOCKOUT 1 SIDE TRAY OPT: *OPT:BASE TRAY OPTION NO TRAY: NO BASE TRAY STEELCASE Tag For RECEPTION-BACK 48/42			
45 TS730TEPJ - Junction-End of run, Thin, 30H TRIM: *OPT:TRIM PACKAGE PAINT: PAINTED TRIM PKG UPRIGHT: UPRIGHT TEXT PNT: *UPRIGHT:TEXTURED PAINT 7238: FIELDSTONE STEELCASE Tag For RECEPTION-BACK E30	1	37.95	37.95
46 TS742TEPJ - Junction-End of run, Thin, 42H TRIM: *OPT:TRIM PACKAGE PAINT: PAINTED TRIM PKG UPRIGHT: UPRIGHT TEXT PNT: *UPRIGHT:TEXTURED PAINT 7238: FIELDSTONE STEELCASE Tag For RECEPTION-BACK E42	1	37.95	37.95
47 TS734TCIJ - Junction-In line, Change of height, Thin, 30 to 42 TRIM: *OPT:TRIM PACKAGE PAINT: PAINTED TRIM PKG UPRIGHT: UPRIGHT TEXT PNT: *UPRIGHT:TEXTURED PAINT 7238: FIELDSTONE STEELCASE Tag For RECEPTION-BACK I30-42	1	69.22	69.22
48 TS730TLPJ - Junction-L, Thin, 30H TRIM: *OPT:TRIM PACKAGE PAINT: PAINTED TRIM PKG UPRIGHT: UPRIGHT	1	59.03	59.03

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Description	Quantity	Unit Price	Extended Price
48 TEXT PNT: *UPRIGHT:TEXTURED PAINT 7238: FIELDSTONE STEELCASE Tag For RECEPTION-BACK L30			
49 TS72424LSF - Panel skin, Laminate, Floor, 24H x 24W SURFACE: 2412 NATURAL CHERRY TRIM: 7238 FIELDSTONE STEELCASE Tag For RECEPTION-BACK	1	133.16	133.16
50 TS72430LSF - Panel skin, Laminate, Floor, 24H x 30W SURFACE: 2412 NATURAL CHERRY TRIM: 7238 FIELDSTONE STEELCASE Tag For RECEPTION-BACK	1	139.14	139.14
51 TS73630LSF - Panel skin, Laminate, Floor, 36H x 30W SURFACE: 2412 NATURAL CHERRY TRIM: 7238 FIELDSTONE STEELCASE Tag For RECEPTION-BACK	1	163.03	163.03
52 TS73648LSF - Panel skin, Laminate, Floor, 36H x 48W SURFACE: 2412 NATURAL CHERRY TRIM: 7238 FIELDSTONE STEELCASE Tag For RECEPTION-BACK	1	189.38	189.38
53 TS72424TK - Panel skin-Tackable acoustical, 24H x 24W SURFACE: P201 NEW ALMOND FAB DIR: *OPT:FABRIC DIRECTION HORZ: STD:HORIZONTAL APPLICATION STEELCASE Tag For RECEPTION-BACK	1	41.46	41.46
54 WS1878 - Worksurface-Straight, Full depth, 18 7/8D x 78W EDGE: 6034 NATURAL CHERRY TOP-SURF: 2412 NATURAL CHERRY WKSF OPT: *OPT:WORKSURFACE OPTION SCALLOP: STD:SCALLOPS	1	177.43	177.43



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Description	Quantity	Unit Price	Extended Price
54 STEELCASE Tag For RECEPTION-BACK 18/78			
55 UTR1648TA - Worksurface-Transaction, Plastic edge, Laminate, Straight, Thin, Answer application, 16D x 48W EDGE: 6034 NATURAL CHERRY TOP-SURF: 2412 NATURAL CHERRY TC OPT: *OPT:TOP CAP OPTIONS STD CAP: STD TOP CAP TOP-CAP: TOP CAP TEXT PNT: *TOP-CAP:TEXTURED PAINT 7238: FIELDSTONE STEELCASE Tag For RECEPTION-BACK 16/48	1	141.59	141.59
56 490GA4 - Move; Chair accessory-Ganging / alignment device, Package quantity 2, 4W STEELCASE Tag For RECEPTION-BACK GAD/4	2	19.73	39.46
57 490412P - Move; Chair, Plastic seat / back, Arms, Glides FRAME: 4799 PLATINUM METALLIC SEAT: 6BE1 ORE SHELL: 6BE1 ORE GLIDES: *OPT:GLIDES SOFT GLD: SOFT GLIDES STEELCASE Tag For RECEPTION-BACK MOVE	1	182.99	182.99
58 490410P - Move; Chair, Plastic seat / back, No arms, Glides FRAME: 4799 PLATINUM METALLIC SEAT: 6BE1 ORE SHELL: 6BE1 ORE GLIDES: *OPT:GLIDES SOFT GLD: SOFT GLIDES STEELCASE Tag For RECEPTION-BACK MOVE	2	152.41	304.82

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Description	Quantity	Unit Price	Extended Price
59 TSAERPW - Receptacle-Power, Package quantity 3, Worksurface mount STEELCASE Tag For RECEPTION-BACK WMR	1	76.22	76.22
60 LDASHC - dash; Light-Task, LED, C clamp bracket BASIC: 4799 PLATINUM METALLIC STEELCASE Tag For RECEPTION-BACK DTL-S	1	294.11	294.11
Sub Total			5,312.43
Total			5,312.43
OFFICE 9			
61 TS130TLCWD - turnstone; Center drawer, Plastic, 19D x 21 1/4W x 1 3/4H BASIC: 6000 BLACK STEELCASE Tag For OFFICE 9 CD	1	43.30	43.30
62 TS5TLCR2472 - Credenza-Single pedestal, Right hand, 24D x 72W BASIC: 26L1 NATURAL CHERRY (VERSION 2) LPL EDGE: 6034 NATURAL CHERRY FRONT: 26L1 NATURAL CHERRY (VERSION 2) LPL LOCK: 9201 POLISHED CHROME TOP-SURF: 26L1 NATURAL CHERRY (VERSION 2) LPL PED OPT: *OPT:SINGLE PEDESTAL OPTIONS FF PED: STD:FILE-FILE PEDESTAL PULLS: *OPT:PULL OPTIONS HDL PULL: HANDLE PULL PULL: PULL NICKEL: *PULL:NICKEL 9211: NICKEL MOD PNL: *OPT:MODESTY PANEL OPTIONS QTR MOD: QUARTER HEIGHT MODESTY PANEL STEELCASE Tag For OFFICE 9 24/72	1	572.11	572.11

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Description	Quantity	Unit Price	Extended Price
63 TS5LTBO72 - Tackboard-Overhead storage, 70W TKBD: P201 NEW ALMOND FAB DIR: *OPT:FABRIC DIRECTION HORZ: HORIZONTAL APPLICATION ONLY STEELCASE Tag For OFFICE 9 TB/72	1	205.30	205.30
64 RBC15305A - Bookcase, 4 adjustable shelves, 15D x 30W x 65 1/2H BASIC: 7238 FIELDSTONE TOP OPT: *OPT:TOP OPTIONS STL TOP: STD:1" STEEL TOP WGHT PKG: *OPT:COUNTERWEIGHT PKG WEIGHT: 30" COUNTERWEIGHT PKG STEELCASE Tag For OFFICE 9 BC/5/30	1	550.54	550.54
442A30V - Gesture; Chair, Upholstered, Value package, Shell back, 360 Arms UPHOLSTERY COLOR SCHEME: NON-CONTRASTING BACK FINISH: COGENT: CONNECT 5S25 - GRAPHITE SEWN UPHOLSTERY TYPE: NON SEWN SEAT FINISH: COGENT: CONNECT 5S25 - GRAPHITE COLOR SCHEME: BLACKBLACK ARMS FINISH: PLASTIC - PG1 6205 - BLACK BASE FINISH: PLASTIC - PG1 6205 - BLACK FRAME FINISH: PLASTIC - PG1 6205 - BLACK SHELL FINISH: PLASTIC - PG1 6205 - BLACK ARM TYPE: 360 ARM ARM CAP: STANDARD POSITION LUMBAR OPTION: NO LUMBAR CYLINDER TYPE: STANDARD RANGE BASE TYPE: PLASTIC BASE CASTER OR GLIDE TYPE: HARD CASTERS SOIL RETARDANT OPTION: NO SOIL RETARDANT FIRE CODE TYPE: NO FIRE CODE STEELCASE	1	715.14	715.14



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Description		Quantity	Unit Price	Extended Price
65	Tag For OFFICE 9 GESTURE			
66	TS5TL2436F2 - Lateral file-Freestanding, 24D x 28 1/2H x 36W BASIC: 26L1 NATURAL CHERRY (VERSION 2) LPL EDGE: 6034 NATURAL CHERRY FRONT: 26L1 NATURAL CHERRY (VERSION 2) LPL LOCK: 9201 POLISHED CHROME TOP-SURF: 26L1 NATURAL CHERRY (VERSION 2) LPL PULLS: *OPT:PULL OPTIONS HDL PULL: HANDLE PULL PULL: PULL NICKEL: *PULL:NICKEL 9211: NICKEL STEELCASE Tag For OFFICE 9 LF/2/36	1	512.27	512.27
	TS5TLOD72 - Overhead storage-Door, 72W BASIC: 26L1 NATURAL CHERRY (VERSION 2) LPL FRONT: 26L1 NATURAL CHERRY (VERSION 2) LPL TOP-SURF: 26L1 NATURAL CHERRY (VERSION 2) LPL LOCK OPT: *OPT:LOCK OPTION WITHLOCK: S/C REMOVABLE LOCK LOCK: LOCK POL CHR: *LOCK:POLISHED CHROME 9201: POLISHED CHROME STEELCASE Tag For OFFICE 9 OC/72	1	590.59	590.59
68	TS5TLTD3072 - Top-Rectangle, Low pressure laminate, 30D x 72W EDGE: 6034 NATURAL CHERRY TOP-SURF: 26L1 NATURAL CHERRY (VERSION 2) LPL STEELCASE Tag For OFFICE 9 30/72	1	184.38	184.38
69	TS5TLTR2424 - Tower-2 drawers with shelves, Wardrobe, Right hand door, 24W x 24D BASIC: 26L1 NATURAL CHERRY (VERSION 2) LPL	1	841.62	841.62

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Description	Quantity	Unit Price	Extended Price
69 FRONT: 26L1 NATURAL CHERRY (VERSION 2) LPL TOP-SURF: 26L1 NATURAL CHERRY (VERSION 2) LPL PULLS: *OPT:PULL OPTIONS HDL PULL: HANDLE PULL PULL: PULL NICKEL: *PULL:NICKEL 9211: NICKEL LOCK OPT: *OPT:LOCK OPTION WITHLOCK: S/C REMOVABLE LOCK LOCK: LOCK POL CHR: *LOCK:POLISHED CHROME 9201: POLISHED CHROME STEELCASE Tag For OFFICE 9 24/24			
70 MIGRELRQB - Migration; Base-Rectangle, Electric DEPTH: 29.00000 BASE FINISH: TEXTURED PAINT 7360 - MERLE CONTROLLER: 4-PRESET CONTROLLER STEELCASE Tag For OFFICE 9 29/46/UP	1	691.86	691.86
71 TS5L316SR - Top, Rectangular, 1 1/8x30x48 EDGE: 6034 NATURAL CHERRY TOP-SURF: 26L1 NATURAL CHERRY (VERSION 2) LPL STEELCASE	1	201.35	201.35
72 TSAEGROM - Grommet, Package quantity 10 STEELCASE Tag For OFFICE 9 GROM	1	23.11	23.11
73 UFP - Leg-Universal post BASIC: 7238 FIELDSTONE STEELCASE Tag For OFFICE 9 PS	4	61.84	247.36
74 LSL18 - Light-Shelf, LED, 18 1/2W BASIC: 6000 BLACK	1	199.46	199.46

Accepted by _____ Title _____ Date _____

Description	Quantity	Unit Price	Extended Price
74 MNTG OPT: *OPT:MOUNTING OPTIONS FASTENER: FASTENER KIT FOR WOOD/ALUMINUM STEELCASE Tag For OFFICE 9 LSL/18			
75 466452MTS - Reply; Chair, Mesh, Leg base, Arms, Sewn BACK: AR09 SABLE FRAME: 4799 PLATINUM METALLIC UPHLSTRY: 59DE GRADED IN PR. GRP. 5 MAYER FABRICS PURCHASER: VENDOR PATTERN: MATKA -MT COLOR: BURNISH -020 DIRECTION: HORIZONTAL CASTERS: *OPT:CASTERS OPTION DLWRCCST: DUAL WHEEL ROLL CONTROL CASTER STEELCASE Tag For OFFICE 9 REPLY	2	377.54	755.08
76 E6NM7218 - Panel-Modesty, 72W x 18H BASIC: 2412 NATURAL CHERRY BRACKETS: *OPT:BRACKET OPTIONS HANGING: HANGING BRACKET BRACKET: BRACKET STD PNT: *BRACKET:STANDARD PAINT 4799: PLATINUM METALLIC STEELCASE Tag For OFFICE 9 MP/72	1	276.24	276.24
77 LDASHC - dash; Light-Task, LED, C clamp bracket BASIC: 4799 PLATINUM METALLIC STEELCASE Tag For OFFICE 9 DTL-S	1	294.11	294.11
Sub Total			6,903.82
Total			6,903.82
OFFICE 7			
TS5TLCR2472 - Credenza-Single pedestal, Right hand, 24D x	1	572.11	572.11

Accepted by _____ Title _____ Date _____

Description	Quantity	Unit Price	Extended Price
78 72W BASIC: 26L1 NATURAL CHERRY (VERSION 2) LPL EDGE: 6034 NATURAL CHERRY FRONT: 26L1 NATURAL CHERRY (VERSION 2) LPL LOCK: 9201 POLISHED CHROME TOP-SURF: 26L1 NATURAL CHERRY (VERSION 2) LPL PED OPT: *OPT:SINGLE PEDESTAL OPTIONS FF PED: STD:FILE-FILE PEDESTAL PULLS: *OPT:PULL OPTIONS HDL PULL: HANDLE PULL PULL: PULL NICKEL: *PULL:NICKEL 9211: NICKEL MOD PNL: *OPT:MODESTY PANEL OPTIONS QTR MOD: QUARTER HEIGHT MODESTY PANEL STEELCASE Tag For OFFICE 7 24/72			
79 TS5LTBO72 - Tackboard-Overhead storage, 70W TKBD: P201 NEW ALMOND FAB DIR: *OPT:FABRIC DIRECTION HORZ: HORIZONTAL APPLICATION ONLY STEELCASE Tag For OFFICE 7 TB/72	1	205.30	205.30
80 RBC15422A - Bookcase, 1 adjustable shelf, 15D x 42W x 28H BASIC: 7238 FIELDSTONE TOP OPT: *OPT:TOP OPTIONS STL TOP: 1" STEEL TOP STEELCASE Tag For OFFICE 7 BC/2/42	1	429.32	429.32
81 RBC15365A - Bookcase, 4 adjustable shelves, 15D x 36W x 65 1/2H BASIC: 7238 FIELDSTONE TOP OPT: *OPT:TOP OPTIONS STL TOP: STD:1" STEEL TOP WGHT PKG: *OPT:COUNTERWEIGHT PKG	1	610.95	610.95

Description	Quantity	Unit Price	Extended Price
81 WEIGHT: 36" COUNTERWEIGHT PKG STEELCASE Tag For OFFICE 7 BC/5/36			
82 442A30V - Gesture; Chair, Upholstered, Value package, Shell back, 360 Arms UPHOLSTERY COLOR SCHEME: NON-CONTRASTING BACK FINISH: COGENT: CONNECT 5S25 - GRAPHITE SEWN UPHOLSTERY TYPE: NON SEWN SEAT FINISH: COGENT: CONNECT 5S25 - GRAPHITE COLOR SCHEME: BLACKBLACK ARMS FINISH: PLASTIC - PG1 6205 - BLACK BASE FINISH: PLASTIC - PG1 6205 - BLACK FRAME FINISH: PLASTIC - PG1 6205 - BLACK SHELL FINISH: PLASTIC - PG1 6205 - BLACK ARM TYPE: 360 ARM ARM CAP: STANDARD POSITION LUMBAR OPTION: NO LUMBAR CYLINDER TYPE: STANDARD RANGE BASE TYPE: PLASTIC BASE CASTER OR GLIDE TYPE: HARD CASTERS SOIL RETARDANT OPTION: NO SOIL RETARDANT FIRE CODE TYPE: NO FIRE CODE STEELCASE Tag For OFFICE 7 GESTURE	1	715.14	715.14
83 TS5TL2436F2 - Lateral file-Freestanding, 24D x 28 1/2H x 36W BASIC: 26L1 NATURAL CHERRY (VERSION 2) LPL EDGE: 6034 NATURAL CHERRY FRONT: 26L1 NATURAL CHERRY (VERSION 2) LPL LOCK: 9201 POLISHED CHROME TOP-SURF: 26L1 NATURAL CHERRY (VERSION 2) LPL PULLS: *OPT:PULL OPTIONS HDL PULL: HANDLE PULL PULL: PULL NICKEL: *PULL:NICKEL 9211: NICKEL	1	512.27	512.27

Description	Quantity	Unit Price	Extended Price
83 STEELCASE Tag For OFFICE 7 LF/2/36			
84 TS5TLOD72 - Overhead storage-Door, 72W BASIC: 26L1 NATURAL CHERRY (VERSION 2) LPL FRONT: 26L1 NATURAL CHERRY (VERSION 2) LPL TOP-SURF: 26L1 NATURAL CHERRY (VERSION 2) LPL LOCK OPT: *OPT:LOCK OPTION WITHLOCK: S/C REMOVABLE LOCK LOCK: LOCK POL CHR: *LOCK:POLISHED CHROME 9201: POLISHED CHROME STEELCASE Tag For OFFICE 7 OC/72	1	590.59	590.59
85 TS5TLTD3072 - Top-Rectangle, Low pressure laminate, 30D x 72W EDGE: 6034 NATURAL CHERRY TOP-SURF: 26L1 NATURAL CHERRY (VERSION 2) LPL STEELCASE Tag For OFFICE 7 30/72	1	184.38	184.38
86 TS130TLCWD - turnstone; Center drawer, Plastic, 19D x 21 1/4W x 1 3/4H BASIC: 6000 BLACK STEELCASE Tag For OFFICE 7 CD	1	43.30	43.30
87 MIGRELQRB - Migration; Base-Rectangle, Electric DEPTH: 29.00000 BASE FINISH: TEXTURED PAINT 7360 - MERLE CONTROLLER: 4-PRESET CONTROLLER STEELCASE Tag For OFFICE 7 29/46/UP	1	691.86	691.86
88 TS5L316SR - Top, Rectangular, 1 1/8x30x48 EDGE: 6034 NATURAL CHERRY TOP-SURF: 26L1 NATURAL CHERRY (VERSION 2) LPL STEELCASE	1	201.35	201.35

Accepted by _____ Title _____ Date _____

Description	Quantity	Unit Price	Extended Price
89 TSAERPW - Receptacle-Power, Package quantity 3, Worksurface mount STEELCASE Tag For OFFICE 7 WMR	1	76.22	76.22
90 UFP - Leg-Universal post BASIC: 7238 FIELDSTONE STEELCASE Tag For OFFICE 7 PS	4	61.84	247.36
91 LSL18 - Light-Shelf, LED, 18 1/2W BASIC: 6000 BLACK MNTG OPT: *OPT:MOUNTING OPTIONS FASTENER: FASTENER KIT FOR WOOD/ALUMINUM STEELCASE Tag For OFFICE 7 LSL/18	1	199.46	199.46
92 466452MTS - Reply; Chair, Mesh, Leg base, Arms, Sewn BACK: AR09 SABLE FRAME: 4799 PLATINUM METALLIC UPHLSTRY: 59DE GRADED IN PR. GRP. 5 MAYER FABRICS PURCHASER: VENDOR PATTERN: MATKA -MT COLOR: BURNISH -020 DIRECTION: HORIZONTAL CASTERS: *OPT:CASTERS OPTION DLWRCCST: DUAL WHEEL ROLL CONTROL CASTER STEELCASE Tag For OFFICE 7 REPLY	2	377.54	755.08
93 E6NM7218 - Panel-Modesty, 72W x 18H BASIC: 2412 NATURAL CHERRY BRACKETS: *OPT:BRACKET OPTIONS HANGING: HANGING BRACKET BRACKET: BRACKET STD PNT: *BRACKET:STANDARD PAINT 4799: PLATINUM METALLIC STEELCASE	1	276.24	276.24

Accepted by _____ Title _____ Date _____

Description		Quantity	Unit Price	Extended Price
93	Tag For OFFICE 7 MP/72			
94	LDASHC - dash; Light-Task, LED, C clamp bracket BASIC: 4799 PLATINUM METALLIC STEELCASE Tag For OFFICE 7 DTL-S	1	294.11	294.11
Sub Total				6,605.04
Total				6,605.04
TRAINING ROOM				
95	TS4S3666 - Screen, 36W x 66H FRAME: 7207 BLACK SURF-1: 7655 E3 ENVIRONMENTAL CERAMICSTEEL SURF-2: 7655 E3 ENVIRONMENTAL CERAMICSTEEL FAB DIR: *OPT:FABRIC DIRECTION SURF-1: SURF-1 DIRECTION HORZ: STD:HORIZONTAL APPLICATION SURF-2: SURF-2 DIRECTION HORZ: STD:HORIZONTAL APPLICATION CAST OPT: *OPT:LEVELERS OPTION CASTERS: STD:CASTERS PEGS OPT: *OPT:FLIP CHART PEGS OPTION TOPCAP: STD:TOP CAP STEELCASE Tag For TRAINING ROOM SC/36/66	2	443.68	887.36
96	94XS.UPA60 - Relay, Nester Chair, Silver Frame, Uph Seat & Back, A60 Arm CA Technical Bulletin 133 Fire Std Option for Fabric Selecti: ~: No Selection FG7: Fabric Grade 7 RAINWATER: Rainwater Standard Color Selection FENNEL: Rainwater Fennel Plastic Shell Color Selection: SC20: Latte Caster Selection:	20	445.41	8,908.20

Accepted by _____ Title _____ Date _____

Description	Quantity	Unit Price	Extended Price
96 C12: Hard Floor and Carpet Casters Packaging Options: AC: Fully Assembled in a Carton BACK OF CHAIRS TO BE: GRADE 7 DESIGNTEX RAINWATER FENNEL SEAT OF CHAIRS TO BE: GRADE 5 DESIGNTEX RISE NICKEL 3809-102 SITONIT			
97 94XS.UP - Relay, Nester Chair, Silver Frame, Uph Seat & Back, Armless CA Technical Bulletin 133 Fire Std Option for Fabric Selecti: ~: No Selection FG7: Fabric Grade 7 RAINWATER: Rainwater Standard Color Selection FENNEL: Rainwater Fennel Plastic Shell Color Selection: SC20: Latte Caster Selection: C12: Hard Floor and Carpet Casters Packaging Options: AC: Fully Assembled in a Carton BACK OF CHAIRS TO BE: GRADE 7 DESIGNTEX RAINWATER FENNEL SEAT OF CHAIRS TO BE: GRADE 5 DESIGNTEX RISE NICKEL 3809-102 SITONIT	6	414.05	2,484.30
98 TS4L27TG4 - Leg-T, Package quantity 4, 27H LEGS: 7238 FIELDSTONE	6	202.86	1,217.16

Accepted by _____ Title _____ Date _____

Description	Quantity	Unit Price	Extended Price
98 CAST OPT: *OPT:OPTIONAL ON LEGS CASTERS: CASTERS STEELCASE Tag For TRAINING ROOM TL			
99 TS4TLR2460 - Top-Table, Rectangle, Low pressure laminate, 24D x 60W EDGE: 6034 NATURAL CHERRY TOP-SURF: 26L1 NATURAL CHERRY (VERSION 2) LPL STEELCASE Tag For TRAINING ROOM 24/60	6	141.08	846.48
Sub Total			14,343.50
Total			14,343.50
SMALL MEETING SPACE/WAR ROOM			
TS4TLD48144 - Top-Conference table, Racetrack, Low pressure laminate, 48D x 144W EDGE: 6034 NATURAL CHERRY TOP-SURF: 26L1 NATURAL CHERRY (VERSION 2) LPL GROM OPT: *OPT:GROMMET OPTION 0 GROM: STD:NO GROMMETS STEELCASE Tag For SMALL MEETING SPACE/WAR ROOM 48/144	1	463.62	463.62
101 TS4WCAFERND30 - Table-Café, Round, 30 dia x 42H PAINT: 7238 FIELDSTONE TOP-SURF: 26L1 NATURAL CHERRY (VERSION 2) LPL STEELCASE Tag For SMALL MEETING SPACE/WAR ROOM 30/42H	1	329.70	329.70
102 TS4S4266 - Screen, 42W x 66H FRAME: 7207 BLACK SURF-1: 7655 E3 ENVIRONMENTAL CERAMICSTEEL SURF-2: 7655 E3 ENVIRONMENTAL CERAMICSTEEL FAB DIR: *OPT:FABRIC DIRECTION CAST OPT: *OPT:LEVELERS OPTION CASTERS: STD:CASTERS	1	459.73	459.73

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Description	Quantity	Unit Price	Extended Price
102 PEGS OPT: *OPT:FLIP CHART PEGS OPTION TOPCAP: STD:TOP CAP STEELCASE Tag For SMALL MEETING SPACE/WAR ROOM SC/48/66			
103 490710 - Move; Stool, Plastic back, No arms, Glides FRAME: 4799 PLATINUM METALLIC SHELL: 6BE1 ORE UPHISTRY: 59DG GRADED IN PR. GRP. 7 THE DESIGNTEX GROUP PURCHASER: VENDOR PATTERN: LUMI -3901 COLOR: MOSS -501 DIRECTION: HORIZONTAL GLIDES: *OPT:GLIDES HARD GLD: STD:HARD GLIDES STEELCASE Tag For SMALL MEETING SPACE/WAR ROOM MOVE	2	333.43	666.86
104 466452MTS - Reply; Chair, Mesh, Leg base, Arms, Sewn BACK: AR09 SABLE FRAME: 4799 PLATINUM METALLIC UPHISTRY: 59DE GRADED IN PR. GRP. 5 MAYER FABRICS PURCHASER: VENDOR PATTERN: MATKA -MT COLOR: BURNISH -020 DIRECTION: HORIZONTAL CASTERS: *OPT:CASTERS OPTION DLWRCCST: DUAL WHEEL ROLL CONTROL CASTER STEELCASE Tag For SMALL MEETING SPACE/WAR ROOM REPLY	6	377.54	2,265.24
105 BPDSWSPL - Power and data strip, Cord, Worksurface attachment application STEELCASE Tag For SMALL MEETING SPACE/WAR ROOM PDS/WS	1	107.24	107.24
106 TS4TBASE28 - Base, 28 dia BASE: 7238 FIELDSTONE	1	251.03	251.03

Accepted by _____ Title _____ Date _____

Description	Quantity	Unit Price	Extended Price
106 STEELCASE Tag For SMALL MEETING SPACE/WAR ROOM TS4TBASE28			
107 TS5TLLC2436 - Storage cabinet, 2 lateral files, Storage, 36W x 24D BASIC: 26L1 NATURAL CHERRY (VERSION 2) LPL FRONT: 26L1 NATURAL CHERRY (VERSION 2) LPL TOP-SURF: 26L1 NATURAL CHERRY (VERSION 2) LPL PULLS: *OPT:PULL OPTIONS HDL PULL: HANDLE PULL PULL: PULL NICKEL: *PULL:NICKEL 9211: NICKEL STEELCASE Tag For SMALL MEETING SPACE/WAR ROOM PL	1	992.92	992.92
TS5ALATF3 - Lateral file-Freestanding, 3 drawers, 20D x 36W x 42H BASIC: 26L1 NATURAL CHERRY (VERSION 2) LPL LOCK: 9201 POLISHED CHROME TOP-SURF: 26L1 NATURAL CHERRY (VERSION 2) LPL EDGE: *OPT:EDGE PROFILE OPTIONS FLAT: STD:FLAT EDGE PROFILE PULL OPT: *OPT:PULL OPTIONS HAN PLAT: HANDLE PULL PLATINUM STEELCASE	2	872.27	1,744.54
109 UFP - Leg-Universal post BASIC: 7238 FIELDSTONE STEELCASE Tag For SMALL MEETING SPACE/WAR ROOM PL	2	61.84	123.68
Sub Total			7,404.56
Total			7,404.56
MAKERSPACE			
110 TS4L27TG4 - Leg-T, Package quantity 4, 27H LEGS: 7238 FIELDSTONE CAST OPT: *OPT:OPTIONAL ON LEGS	2	202.86	405.72

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Description	Quantity	Unit Price	Extended Price
110 CASTERS: CASTERS STEELCASE Tag For MAKERSPACE TL			
111 94XS.UPA60 - Relay, Nester Chair, Silver Frame, Uph Seat & Back, A60 Arm CA Technical Bulletin 133 Fire Std Option for Fabric Selecti: ~: No Selection FG7: Fabric Grade 7 RAINWATER: Rainwater Standard Color Selection FENNEL: Rainwater Fennel Plastic Shell Color Selection: SC20: Latte Caster Selection: C12: Hard Floor and Carpet Casters Packaging Options: AC: Fully Assembled in a Carton BACK OF CHAIRS TO BE: GRADE 7 DESIGNTEX RAINWATER FENNEL SEAT OF CHAIRS TO BE: GRADE 5 DESIGNTEX RISE NICKEL 3809-102 SITONIT	2	445.41	890.82
112 94XS.UP - Relay, Nester Chair, Silver Frame, Uph Seat & Back, Armless CA Technical Bulletin 133 Fire Std Option for Fabric Selecti: ~: No Selection FG7: Fabric Grade 7 RAINWATER: Rainwater Standard Color Selection FENNEL: Rainwater Fennel Plastic Shell Color Selection: SC20: Latte Caster Selection:	2	414.05	828.10

Description	Quantity	Unit Price	Extended Price
112 C12: Hard Floor and Carpet Casters Packaging Options: AC: Fully Assembled in a Carton BACK OF CHAIRS TO BE: GRADE 7 DESIGNTEX RAINWATER FENNEL SEAT OF CHAIRS TO BE: GRADE 5 DESIGNTEX RISE NICKEL 3809-102 SITONIT			
113 TS4TLR2460 - Top-Table, Rectangle, Low pressure laminate, 24D x 60W EDGE: 6034 NATURAL CHERRY TOP-SURF: 26L1 NATURAL CHERRY (VERSION 2) LPL STEELCASE Tag For MAKERSPACE 24/60	2	141.08	282.16
Sub Total			2,406.80
Total			2,406.80
OFFICE 4			
114 RBC15425A - Bookcase, 4 adjustable shelves, 15D x 42W x 65 1/2H BASIC: 7238 FIELDSTONE TOP OPT: *OPT:TOP OPTIONS STL TOP: STD:1" STEEL TOP WGHT PKG: *OPT:COUNTERWEIGHT PKG WEIGHT: 42" COUNTERWEIGHT PKG STEELCASE Tag For OFFICE 4 BC/5/42	1	683.51	683.51
115 442A30V - Gesture; Chair, Upholstered, Value package, Shell back, 360 Arms UPHOLSTERY COLOR SCHEME: NON-CONTRASTING BACK FINISH: COGENT: CONNECT 5S25 - GRAPHITE SEWN UPHOLSTERY TYPE: NON SEWN	1	715.14	715.14

Accepted by _____ Title _____ Date _____

Description	Quantity	Unit Price	Extended Price
115 SEAT FINISH: COGENT: CONNECT 5S25 - GRAPHITE COLOR SCHEME: BLACKBLACK ARMS FINISH: PLASTIC - PG1 6205 - BLACK BASE FINISH: PLASTIC - PG1 6205 - BLACK FRAME FINISH: PLASTIC - PG1 6205 - BLACK SHELL FINISH: PLASTIC - PG1 6205 - BLACK ARM TYPE: 360 ARM ARM CAP: STANDARD POSITION LUMBAR OPTION: NO LUMBAR CYLINDER TYPE: STANDARD RANGE BASE TYPE: PLASTIC BASE CASTER OR GLIDE TYPE: HARD CASTERS SOIL RETARDANT OPTION: NO SOIL RETARDANT FIRE CODE TYPE: NO FIRE CODE STEELCASE Tag For OFFICE 4 GESTURE			
116 TS5TL2436F2 - Lateral file-Freestanding, 24D x 28 1/2H x 36W BASIC: 26L1 NATURAL CHERRY (VERSION 2) LPL EDGE: 6034 NATURAL CHERRY FRONT: 26L1 NATURAL CHERRY (VERSION 2) LPL LOCK: 9201 POLISHED CHROME TOP-SURF: 26L1 NATURAL CHERRY (VERSION 2) LPL PULLS: *OPT:PULL OPTIONS HDL PULL: HANDLE PULL PULL: PULL NICKEL: *PULL:NICKEL 9211: NICKEL STEELCASE Tag For OFFICE 4 LF/2/36	1	512.27	512.27
117 TS5TLBBF22M - Pedestal-Mobile, Box / box / file, 22D x 27H BASIC: 26L1 NATURAL CHERRY (VERSION 2) LPL EDGE: 6034 NATURAL CHERRY FRONT: 26L1 NATURAL CHERRY (VERSION 2) LPL LOCK: 9201 POLISHED CHROME TOP-SURF: 26L1 NATURAL CHERRY (VERSION 2) LPL	1	405.73	405.73

Description	Quantity	Unit Price	Extended Price
117 PULLS: *OPT:PULL OPTIONS HDL PULL: HANDLE PULL PULL: PULL NICKEL: *PULL:NICKEL 9211: NICKEL STEELCASE Tag For OFFICE 4 BBF			
118 TS5TLDS3672 - Shell-Desk, 36D x 72W BASIC: 26L1 NATURAL CHERRY (VERSION 2) LPL EDGE: 6034 NATURAL CHERRY TOP-SURF: 26L1 NATURAL CHERRY (VERSION 2) LPL MOD PNL: *OPT:MODESTY PANEL OPTIONS FULL MOD: STD:FULL HEIGHT MODESTY PANEL EP OPT: *OPT:END PANEL OPTIONS 2FULLEPS: STD:TWO FULL END PANELS STEELCASE Tag For OFFICE 4 36/72	1	369.24	369.24
119 TS5TLLC2436 - Storage cabinet, 2 lateral files, Storage, 36W x 24D BASIC: 26L1 NATURAL CHERRY (VERSION 2) LPL FRONT: 26L1 NATURAL CHERRY (VERSION 2) LPL TOP-SURF: 26L1 NATURAL CHERRY (VERSION 2) LPL PULLS: *OPT:PULL OPTIONS HDL PULL: HANDLE PULL PULL: PULL NICKEL: *PULL:NICKEL 9211: NICKEL LOCK OPT: *OPT:LOCK OPTION WITHLOCK: S/C REMOVABLE LOCK LOCK: LOCK POL CHR: *LOCK:POLISHED CHROME 9201: POLISHED CHROME STEELCASE Tag For OFFICE 4 24/36	1	1,057.62	1,057.62

Accepted by _____ Title _____ Date _____

Description	Quantity	Unit Price	Extended Price
120 TS130TLCWD - turnstone; Center drawer, Plastic, 19D x 21 1/4W x 1 3/4H BASIC: 6000 BLACK STEELCASE Tag For OFFICE 4 CD	1	43.30	43.30
121 MIGRELQB - Migration; Base-Rectangle, Electric DEPTH: 29.00000 BASE FINISH: TEXTURED PAINT 7360 - MERLE CONTROLLER: 4-PRESET CONTROLLER STEELCASE Tag For OFFICE 4 29/52/UP	1	691.86	691.86
122 TS5L316SR - Top, Rectangular, 1 1/8x30x48 EDGE: 6034 NATURAL CHERRY TOP-SURF: 26L1 NATURAL CHERRY (VERSION 2) LPL STEELCASE	1	201.35	201.35
123 466452MTS - Reply; Chair, Mesh, Leg base, Arms, Sewn BACK: AR09 SABLE FRAME: 4799 PLATINUM METALLIC UPHOLSTRY: 59DE GRADED IN PR. GRP. 5 MAYER FABRICS PURCHASER: VENDOR PATTERN: MATKA -MT COLOR: BURNISH -020 DIRECTION: HORIZONTAL CASTERS: *OPT:CASTERS OPTION DLWRCCST: DUAL WHEEL ROLL CONTROL CASTER STEELCASE Tag For OFFICE 4 REPLY	2	377.54	755.08
124 TSAERPW - Receptacle-Power, Package quantity 3, Worksurface mount STEELCASE Tag For OFFICE 4 WMR	1	76.22	76.22
125 LDASHC - dash; Light-Task, LED, C clamp bracket BASIC: 4799 PLATINUM METALLIC STEELCASE	1	294.11	294.11

Accepted by _____ Title _____ Date _____

Description		Quantity	Unit Price	Extended Price
125	Tag For OFFICE 4 DTL-S			
Sub Total				5,805.43
Total				5,805.43
OFFICE 8				
126	442A30V - Gesture; Chair, Upholstered, Value package, Shell back, 360 Arms UPHOLSTERY COLOR SCHEME: NON-CONTRASTING BACK FINISH: COGENT: CONNECT 5S25 - GRAPHITE SEWN UPHOLSTERY TYPE: NON SEWN SEAT FINISH: COGENT: CONNECT 5S25 - GRAPHITE COLOR SCHEME: BLACKBLACK ARMS FINISH: PLASTIC - PG1 6205 - BLACK BASE FINISH: PLASTIC - PG1 6205 - BLACK FRAME FINISH: PLASTIC - PG1 6205 - BLACK SHELL FINISH: PLASTIC - PG1 6205 - BLACK ARM TYPE: 360 ARM ARM CAP: STANDARD POSITION LUMBAR OPTION: NO LUMBAR CYLINDER TYPE: STANDARD RANGE BASE TYPE: PLASTIC BASE CASTER OR GLIDE TYPE: HARD CASTERS SOIL RETARDANT OPTION: NO SOIL RETARDANT FIRE CODE TYPE: NO FIRE CODE STEELCASE Tag For OFFICE 8 GESTURE	1	715.14	715.14
127	TS5ASCW246 - Cabinet-Storage, Wardrobe, Fixed shelf, Coat rod, 24D x 36W x 65H BASIC: 26L1 NATURAL CHERRY (VERSION 2) LPL TOP-SURF: 26L1 NATURAL CHERRY (VERSION 2) LPL EDGE: *OPT:EDGE PROFILE OPTIONS FLAT: STD:FLAT EDGE PROFILE DOOR OPT: *OPT:DOOR OPTIONS WITHLOCK: DOOR WITH LOCK LOCK: LOCK POL CHR: *LOCK:POLISHED CHROME	1	891.73	891.73

Accepted by _____ Title _____ Date _____

Description	Quantity	Unit Price	Extended Price
127 9201: POLISHED CHROME PULL OPT: *OPT:PULL OPTIONS HAN PLAT: HANDLE PULL PLATINUM STEELCASE Tag For OFFICE 8 SC/64-C			
128 TS5TL2436F2 - Lateral file-Freestanding, 24D x 28 1/2H x 36W BASIC: 26L1 NATURAL CHERRY (VERSION 2) LPL EDGE: 6034 NATURAL CHERRY FRONT: 26L1 NATURAL CHERRY (VERSION 2) LPL LOCK: 9201 POLISHED CHROME TOP-SURF: 26L1 NATURAL CHERRY (VERSION 2) LPL PULLS: *OPT:PULL OPTIONS HDL PULL: HANDLE PULL PULL: PULL NICKEL: *PULL:NICKEL 9211: NICKEL STEELCASE Tag For OFFICE 8 LF/2/36	1	512.27	512.27
129 TS5L2436UL - Lateral file-Under worksurface, 22D x 27H x 36W BASIC: 26L1 NATURAL CHERRY (VERSION 2) LPL FRONT: 26L1 NATURAL CHERRY (VERSION 2) LPL LOCK: 9201 POLISHED CHROME PULLS: *OPT:PULL OPTIONS HDL PULL: HANDLE PULL PULL: PULL NICKEL: *PULL:NICKEL 9211: NICKEL STEELCASE Tag For OFFICE 8 LF/2/36	1	471.89	471.89
130 TS5TLOD42 - Overhead storage-Door, 42W BASIC: 26L1 NATURAL CHERRY (VERSION 2) LPL FRONT: 26L1 NATURAL CHERRY (VERSION 2) LPL TOP-SURF: 26L1 NATURAL CHERRY (VERSION 2) LPL LOCK OPT: *OPT:LOCK OPTION	1	395.03	395.03

Accepted by _____ Title _____ Date _____

Description	Quantity	Unit Price	Extended Price
130 WITHLOCK: S/C REMOVABLE LOCK LOCK: LOCK POL CHR: *LOCK:POLISHED CHROME 9201: POLISHED CHROME STEELCASE Tag For OFFICE 8 OC/42			
131 TS5TLBBF22M - Pedestal-Mobile, Box / box / file, 22D x 27H BASIC: 26L1 NATURAL CHERRY (VERSION 2) LPL EDGE: 6034 NATURAL CHERRY FRONT: 26L1 NATURAL CHERRY (VERSION 2) LPL LOCK: 9201 POLISHED CHROME TOP-SURF: 26L1 NATURAL CHERRY (VERSION 2) LPL PULLS: *OPT:PULL OPTIONS HDL PULL: HANDLE PULL PULL: PULL NICKEL: *PULL:NICKEL 9211: NICKEL STEELCASE Tag For OFFICE 8 BBF	1	405.73	405.73
132 TS5TLDS2496 - Shell-Desk, 24D x 96W BASIC: 26L1 NATURAL CHERRY (VERSION 2) LPL EDGE: 6034 NATURAL CHERRY TOP-SURF: 26L1 NATURAL CHERRY (VERSION 2) LPL MOD PNL: *OPT:MODESTY PANEL OPTIONS QTR MOD: QUARTER HEIGHT MODESTY PANEL EP OPT: *OPT:END PANEL OPTIONS 2FULLEPS: STD:TWO FULL END PANELS STEELCASE Tag For OFFICE 8 24/96	1	465.57	465.57
133 TS5TLDS3672 - Shell-Desk, 36D x 72W BASIC: 26L1 NATURAL CHERRY (VERSION 2) LPL EDGE: 6034 NATURAL CHERRY TOP-SURF: 26L1 NATURAL CHERRY (VERSION 2) LPL MOD PNL: *OPT:MODESTY PANEL OPTIONS	1	369.24	369.24

Accepted by _____ Title _____ Date _____

Description	Quantity	Unit Price	Extended Price
133 FULL MOD: STD:FULL HEIGHT MODESTY PANEL EP OPT: *OPT:END PANEL OPTIONS 2FULLEPS: STD:TWO FULL END PANELS STEELCASE Tag For OFFICE 8 36/72			
134 TS5LTBO42 - Tackboard-Overhead storage, 40W TKBD: P201 NEW ALMOND FAB DIR: *OPT:FABRIC DIRECTION HORZ: STD:HORIZONTAL APPLICATION STEELCASE Tag For OFFICE 8 TB/42	1	143.51	143.51
135 TS130TLCWD - turnstone; Center drawer, Plastic, 19D x 21 1/4W x 1 3/4H BASIC: 6000 BLACK STEELCASE Tag For OFFICE 8 CD	1	43.30	43.30
136 MIGRELQRB - Migration; Base-Rectangle, Electric DEPTH: 29.00000 BASE FINISH: TEXTURED PAINT 7360 - MERLE CONTROLLER: 4-PRESET CONTROLLER STEELCASE Tag For OFFICE 8 29/64/UP	1	691.86	691.86
137 TS5TLTD3066 - Top-Rectangle, Low pressure laminate, 30D x 66W EDGE: 6034 NATURAL CHERRY TOP-SURF: 26L1 NATURAL CHERRY (VERSION 2) LPL STEELCASE	1	169.30	169.30
138 LSL18 - Light-Shelf, LED, 18 1/2W BASIC: 6000 BLACK MNTG OPT: *OPT:MOUNTING OPTIONS FASTENER: FASTENER KIT FOR WOOD/ALUMINUM STEELCASE Tag For OFFICE 8 LSL/18	1	199.46	199.46

Description	Quantity	Unit Price	Extended Price
139 466452MTS - Reply; Chair, Mesh, Leg base, Arms, Sewn BACK: AR09 SABLE FRAME: 4799 PLATINUM METALLIC UPHOLSTRY: 59DE GRADED IN PR. GRP. 5 MAYER FABRICS PURCHASER: VENDOR PATTERN: MATKA -MT COLOR: BURNISH -020 DIRECTION: HORIZONTAL CASTERS: *OPT:CASTERS OPTION DLWRCCST: DUAL WHEEL ROLL CONTROL CASTER STEELCASE Tag For OFFICE 8 REPLY	2	377.54	755.08
140 LDASHC - dash; Light-Task, LED, C clamp bracket BASIC: 4799 PLATINUM METALLIC STEELCASE Tag For OFFICE 8 DTL-S	1	294.11	294.11
Sub Total			6,523.22
Total			6,523.22
MAIN ENTRANCE			
141 490GA4 - Move; Chair accessory-Ganging / alignment device, Package quantity 2, 4W STEELCASE Tag For MAIN ENTRANCE GAD/4	3	19.73	59.19
142 490GA7 - Move; Chair accessory-Ganging / alignment device, Package quantity 2, 7W STEELCASE Tag For MAIN ENTRANCE GAD/7	5	19.73	98.65
143 490412P - Move; Chair, Plastic seat / back, Arms, Glides FRAME: 4799 PLATINUM METALLIC SEAT: 6335 WASABI SHELL: 6335 WASABI GLIDES: *OPT:GLIDES SOFT GLD: SOFT GLIDES STEELCASE	3	182.99	548.97

Accepted by _____ Title _____ Date _____

Description		Quantity	Unit Price	Extended Price
143	Tag For MAIN ENTRANCE MOVE			
144	490412P - Move; Chair, Plastic seat / back, Arms, Glides FRAME: 4799 PLATINUM METALLIC SEAT: 6BE1 ORE SHELL: 6BE1 ORE GLIDES: *OPT:GLIDES SOFT GLD: SOFT GLIDES STEELCASE Tag For MAIN ENTRANCE MOVE	5	182.99	914.95
145	490410P - Move; Chair, Plastic seat / back, No arms, Glides FRAME: 4799 PLATINUM METALLIC SEAT: 6335 WASABI SHELL: 6335 WASABI GLIDES: *OPT:GLIDES SOFT GLD: SOFT GLIDES STEELCASE Tag For MAIN ENTRANCE MOVE	3	152.41	457.23
146	490410P - Move; Chair, Plastic seat / back, No arms, Glides FRAME: 4799 PLATINUM METALLIC SEAT: 6BE1 ORE SHELL: 6BE1 ORE GLIDES: *OPT:GLIDES SOFT GLD: SOFT GLIDES STEELCASE Tag For MAIN ENTRANCE MOVE	3	152.41	457.23
147	TS34402 - Alight; Ottoman-Corner UPHLS TRY: 5999 MISC FABRIC ARC-COM FABRICS, INC. PURCHASER: VENDOR PATTERN: SPIN COLOR: TRUFFLE -61763 DIRECTION: VERTICAL LEG OPT: *OPT:LEG OPTIONS ALUMINUM: STD:ALUMINUM LEGS STEELCASE	2	334.38	668.76

Accepted by _____ Title _____ Date _____

Description		Quantity	Unit Price	Extended Price
147	Tag For MAIN ENTRANCE ALIGHT			
148	COM FABRIC - COM fabric for Alight Ottoman ARC-COM	1	307.84	307.84
Sub Total				3,512.82
Total				3,512.82
Work Cafe				
149	TS4LSHPG - Leg-Standing height adjustable, Post, 27 3/8H to 44H application LEGS: 7238 FIELDSTONE CAST OPT: *OPT:OPTIONAL ON LEGS LEVELERS: STD:LEVELERS STEELCASE Tag For WORK CAFE AHL	8	98.76	790.08
	TSATRC39 - Channel-Reinforcing, 39D STEELCASE	2	22.16	44.32
151	TS4THR1860 - Top-Table, Rectangle, High pressure laminate, 18D x 60W EDGE: 6034 NATURAL CHERRY TOP-SURF: 2412 NATURAL CHERRY STEELCASE Tag For WORK CAFE 18/60	2	156.16	312.32
152	TS4TCAFE285 - Base-Café, 28 dia x 5 dia col BASE: 7238 FIELDSTONE STEELCASE Tag For WORK CAFE TB	2	376.05	752.10
153	TS4THR4896 - Top-Conference table, Rectangle, High pressure laminate, 48D x 96W EDGE: 6034 NATURAL CHERRY TOP-SURF: 2412 NATURAL CHERRY GROM OPT: *OPT:GROMMET OPTION 0 GROM: STD:NO GROMMETS STEELCASE Tag For WORK CAFE 48/96	1	375.57	375.57

Accepted by _____ Title _____ Date _____

Description	Quantity	Unit Price	Extended Price
154 490710P - Move; Stool, Plastic seat / back, No arms, Glides FRAME: 4799 PLATINUM METALLIC SEAT: 6335 WASABI SHELL: 6BE1 ORE GLIDES: *OPT:GLIDES SOFT GLD: SOFT GLIDES STEELCASE Tag For WORK CAFE MOVE	4	268.32	1,073.28
155 TSAERPW - Receptacle-Power, Package quantity 3, Worksurface mount STEELCASE Tag For WORK CAFE WMR	1	76.22	76.22
156 TS30702 - Scoop; Stool, Upholstered seat pad LEGS: 7238 FIELDSTONE PLASTIC: 6682 COBBLESTONE UPHLSTRY: 5999 MISC FABRIC ARC-COM FABRICS, INC. PURCHASER: VENDOR PATTERN: SPIN COLOR: TRUFFLE -61763 DIRECTION: VERTICAL GLIDES: *OPT:GLIDES SOFT GLD: SOFT GLIDES STEELCASE Tag For WORK CAFE SCOOP	6	226.82	1,360.92
157 COM FABRIC - COM fabric for Scoop Stools ARC-COM	1	153.92	153.92
Sub Total			4,938.73
Total			4,938.73
158 TS4WIRE - Wire manager TRIM: 7207 BLACK STEELCASE	9	48.16	433.44
159 WIRE MNGR HEIGHT ADJ - Wire Managers for Height Adjustable Desks WORKSPACE	1	N/C	N/C

Accepted by _____ Title _____ Date _____

Description	Quantity	Unit Price	Extended Price
160 KPT LABOR - LABOR TO DELIVER AND OR INSTALL WORKSPACE	1	4,459.00	4,459.00
Quotation Totals			
Sub Total			82,072.63
Grand Total			82,072.63

End of Quotation

Accepted by _____ Title _____ Date _____



TRI-CITIES TN
200 e main street | ste 300 | kingsport tn 37660
KNOXVILLE TN
2820 middlebrook pike | ste 104 | knoxville tn 37921
REMIT ADDRESS
po box 809 | kingsport tn 37662
423 392 2600 | f 423 392 2601 | www.workspaceinteriors.com

Quotation 29830
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50% deposit required at time of order.

Please reference our Terms and Conditions of Sale located on our "customer center" page at www.workspaceinteriors.com.

Payment by credit or debit card will incur an additional surcharge equal to transaction discount fee. Discount fees vary by credit card payment network.

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Thank you for choosing WorkSpace Interiors!

Accepted by _____ Title _____ Date _____



AGENDA ACTION FORM

Amend TDOT Agreement for Greenbelt Eastern Extension Phase 1

To: Board of Mayor and Aldermen
 From: Jeff Fleming, City Manager

Action Form No.: AF-26-2019
 Work Session: February 5, 2019
 First Reading: N/A

Final Adoption: February 5, 2019
 Staff Work By: Thompson/Frazier
 Presentation By: Chris McCartt

Recommendation:

Approve the Resolution.

Executive Summary:

On December 8, 2015 the city entered into an agreement with TDOT for the Kingsport Greenbelt, Eastern Extension – Phase 1 project. The original agreement referenced November 1, 2019 as the project completion date.

It is requested to amend the agreement with TDOT extending the completion date to November 1, 2020 as we proceed with the construction phase of the project. The completion date of the construction contract is October 31, 2019, and additional time is needed to close out payments and reimbursements.

Attachments:

1. Resolution
2. Agreement Amendment

	<u>Y</u>	<u>N</u>	<u>O</u>
Adler	—	—	—
Begley	—	—	—
Cooper	—	—	—
George	—	—	—
McIntire	—	—	—
Olterman	—	—	—
Clark	—	—	—

RESOLUTION NO. _____

A RESOLUTION APPROVING AMENDMENT ONE TO TENNESSEE DEPARTMENT OF TRANSPORTATION AGREEMENT NUMBER 140127 FOR THE KINGSPORT GREENBELT EASTERN EXTENSION PHASE 1 PROJECT; AUTHORIZING THE MAYOR TO EXECUTE THE AMENDMENT; AND ALL OTHER DOCUMENTS NECESSARY AND PROPER TO EFFECTUATE THE PURPOSE OF THE AMENDMENT

WHEREAS, in December, 2015, the board approved a resolution authorizing the mayor to sign a contract with the Tennessee Department of Transportation (TDOT) for the Kingsport Greenbelt, Eastern Extension, Phase 1 project; and

WHEREAS, the original contract referenced November 1, 2019, as the completion date for this project; and

WHEREAS, TDOT is requesting an extension to the contract completion date of this project to November 1, 2020.

Now therefore,

BE IT RESOLVED BY THE BOARD OF MAYOR AND ALDERMEN AS FOLLOWS:

SECTION I. That amendment one of Tennessee Department of Transportation Agreement Number 140127 for the Kingsport Greenbelt, Eastern Extension, Phase 1 project is approved.

SECTION II. That the mayor, or in his absence, incapacity, or failure to act, the vice-mayor, is authorized to execute, in a form approved by the city attorney, and subject to the requirements of Article X, Section 10 of the Charter of the City of Kingsport, amendment one of Tennessee Department of Transportation Agreement Number 140127 for the Kingsport Greenbelt, Eastern Extension, Phase 1 project and all other documents necessary and proper to effectuate the purpose of the agreement or this resolution, said amendment being generally as follows:

Amendment Number:	1
Agreement Number:	140127
Project Identification Number:	118524.01
Federal Project Number:	TAP-9108(46)
State Project Number:	82LPLM-F3-055

FOR IMPLEMENTATION OF SURFACE TRANSPORTATION PROGRAM ACTIVITY

THIS AGREEMENT AMENDMENT is made and entered into this _____ day of _____, 21__ by and between the STATE OF TENNESSEE DEPARTMENT OF TRANSPORTATION, an agency of the State of Tennessee (hereinafter called the "Department") and the CITY OF KINGSPORT (hereinafter called the "Agency") for the purpose of providing an understanding between the parties of their respective obligations related to the management of the project described as:

Kingsport Greenbelt, Eastern Extension - Phase 1: Construction of approximately 5,280 linear feet of a 10-foot wide trail from the existing greenbelt eastward along Reedy Creek to a trailhead at Cleek Road. Project includes pedestrian bridges, ADA upgrades and pedestrian amenities.

1. The language of Agreement # 140127 dated December 8, 2015 Section B.2 is hereby deleted in its entirety.

2. The following is added as B.2a.

B.2 Completion Date

a) The Agency shall complete the herein assigned phases of the Project on or before **November 1, 2020**. The Department shall have no obligation to reimburse the Agency for expenditures after the aforesaid completion date. An extension of the aforesaid completion date of this Agreement may on be effected by a written amendment to the Agreement, which has been executed and approved by the appropriate parties as indicated on the signature page of this Agreement. Otherwise, without an extension of the aforesaid completion date of this Agreement, the Department shall have no obligation to reimburse the Agency for expenditures after the aforesaid completion date. All provisions of the original contract not expressly amended hereby shall remain in full force and effect.

IN WITNESS WHEREOF, the parties have caused this instrument to be executed by their respective authorized officials on the date first above written.

[Acknowledgements Deleted for Inclusion in this Resolution]

SECTION III. That the mayor is further authorized to make such changes approved by the mayor and the city attorney to the amendment/agreement set out herein that do not substantially alter the material provisions of the agreement, and the execution thereof by the mayor and the city attorney is conclusive evidence of the approval of such changes.

SECTION IV. That the board finds that the actions authorized by this resolution are for a public purpose and will promote the health, comfort and prosperity of the citizens of the city.

SECTION V. That this resolution shall take effect from and after its adoption, the public welfare requiring it.

ADOPTED this the 5th day of February, 2019.

JOHN CLARK, MAYOR

ATTEST:

JAMES H. DEMMING, CITY RECORDER

APPROVED AS TO FORM:

J. MICHAEL BILLINGSLEY, CITY ATTORNEY

Amendment Changing a Specific Paragraph(s)

Amendment Number: 1

Agreement Number: 140127

Project Identification Number: 118524.01

Federal Project Number: TAP-9108(46)

State Project Number: 82LPLM-F3-055

**FOR IMPLEMENTATION OF SURFACE TRANSPORTATION
PROGRAM ACTIVITY**

THIS AGREEMENT AMENDMENT is made and entered into this _____ day of _____, 20__ by and between the STATE OF TENNESSEE DEPARTMENT OF TRANSPORTATION, an agency of the State of Tennessee (hereinafter called the "Department") and the CITY OF KINGSPORT (hereinafter called the "Agency") for the purpose of providing an understanding between the parties of their respective obligations related to the management of the project described as:

Kingsport Greenbelt, Eastern Extension - Phase 1: Construction of approximately 5,280 linear feet of a 10-foot wide trail from the existing greenbelt eastward along Reedy Creek to a trailhead at Cleek Road. Project includes pedestrian bridges, ADA upgrades and pedestrian amenities.

1. The language of Agreement # 140127 dated December 8, 2015 Section B.2a is hereby deleted in its entirety.
2. The following is added as B.2a.

B.2 Completion Date

- a) The Agency shall complete the herein assigned phases of the Project on or before **November 1, 2020**. The Department shall have no obligation to reimburse the Agency for expenditures after the aforesaid completion date. An extension of the aforesaid completion date of this Agreement may on be effected by a written amendment to the Agreement, which has been executed and approved by the appropriate parties as indicated on the signature page of this Agreement. Otherwise, without an extension of the aforesaid completion date of this Agreement, the Department shall have no obligation to reimburse the Agency for expenditures after the aforesaid completion date.

Amendment Changing a Specific Paragraph(s)

All provisions of the original contract not expressly amended hereby shall remain in full force and effect.

IN WITNESS WHEREOF, the parties have caused this instrument to be executed by their respective authorized officials on the date first above written.

CITY OF KINGSPORT

**STATE OF TENNESSEE
DEPARTMENT OF TRANSPORTATION**

By: _____
John Clark
Mayor
Date

By: _____
Commissioner
Date

***APPROVED AS TO FORM AND
LEGALITY***

***APPROVED AS TO FORM AND
LEGALITY***

By: _____
J.M. Billingsley
City Attorney
Date

By: _____
John Reinbold
General Counsel
Date



AGENDA ACTION FORM

Agreement with the Treasury Department of the State of Tennessee Establishing a LGIP Account for CEI Services for the Greenbelt Eastern Extension Phase 1 Project

To: Board of Mayor and Aldermen
 From: Jeff Fleming, City Manager

Action Form No.: AF-27-2019
 Work Session: February 5, 2019
 First Reading: N/A

Final Adoption: February 5, 2019
 Staff Work By: Thompson/Frazier
 Presentation By: Chris McCartt

Recommendation:

Approve the Resolution.

Executive Summary:

Development of construction for the Greenbelt Eastern Extension Phase 1 project requires Construction Engineering Inspection (CEI) services per our contract with TDOT. CEI services were procured through TDOT's process allowing local agencies to select the most qualified engineering firm for each project. Participating in this process means establishing a Local Government Investment Pool (LGIP) account with the State of Tennessee's Treasury Department.

It is requested to enter into an agreement with the Treasury Department establishing the LGIP account for CEI services in an estimated amount of \$22,266.57. Funding is identified and available in GP1529.

Attachments:

1. Resolution
2. Agreement

Funding source appropriate and funds are available: 

	<u>Y</u>	<u>N</u>	<u>O</u>
Adler	—	—	—
Begley	—	—	—
Cooper	—	—	—
George	—	—	—
McIntire	—	—	—
Olterman	—	—	—
Clark	—	—	—

RESOLUTION NO. _____

A RESOLUTION APPROVING AN AGREEMENT WITH THE TREASURY DEPARTMENT OF THE STATE OF TENNESSEE ESTABLISHING A LOCAL GOVERNMENT INVESTMENT POOL (LGIP) ACCOUNT FOR CONSTRUCTION ENGINEERING INSPECTION (CEI) SERVICES AND AUTHORIZING THE MAYOR TO EXECUTE THE AGREEMENT AND ALL OTHER DOCUMENTS NECESSARY AND PROPER TO EFFECTUATE THE PURPOSE OF THE AGREEMENT

WHEREAS, development of construction for the Greenbelt Eastern Extension Phase 1 project requires Construction Engineering Inspection (CEI) services; and

WHEREAS, CEI services were procured through TDOT's process allowing local agencies to select the most qualified engineering firm for each project, and participating in this process means establishing a Local Government Investment Pool (LGIP) account with the State of Tennessee Treasury Department.

WHEREAS, the city would like to enter into an agreement with the Treasury Department establishing the LGIP account for CEI services in an estimated amount of \$22,266.57; and

WHEREAS, funding is identified and available in GP1529.

Now therefore,

BE IT RESOLVED BY THE BOARD OF MAYOR AND ALDERMEN AS FOLLOWS:

SECTION I. That an agreement with the State of Tennessee Treasury Department establishing the Local Government Investment Pool account for Construction Engineering Inspection services is approved.

SECTION II. That the mayor, or in his absence, incapacity, or failure to act, the vice-mayor, is authorized and directed to execute, in a form approved by the city attorney and subject to the requirements of Article X, Section 10 of the Charter of the City of Kingsport, an agreement with the State of Tennessee Treasury Department establishing the Local Government Investment Pool account for Construction Engineering Inspection services, and all other documents necessary and proper, and to take such acts as necessary, to effectuate the purpose of the agreement or this resolution, said agreement being as follows:

CONTRACT

THIS AGREEMENT, made and entered into this _____ day of _____, 20_____, by and between **THE TREASURY DEPARTMENT OF THE STATE OF TENNESSEE**, hereinafter referred to as the "Treasury", and _____, Tennessee, hereinafter referred to as the "Local Agency".

WITNESSETH:

WHEREAS, the State of Tennessee, acting through the Department of Transportation, entered into a contract with the _____ hereinafter called "Local Agency", on the _____ day of _____, 20_____, relative to providing for implementation of _____.

WHEREAS, said agreement provides that the Local Agency may deposit its pro rata share of the estimated cost of the project with the Treasury for temporary investment as an alternative to furnishing the Department with said share, and the Local Agency has elected to use said alternate; and

WHEREAS, the Local Agency has made application to participate in the Local Government Investment Pool which has been accepted by the Treasury and has deposited its pro rata share of the estimated cost of the project by immediate credit transfer and advised the Treasury thereof and identified the account to which said deposit should be credited.

NOW THEREFORE, in consideration of the premises, the Treasury and the Local Agency agree as follows:

The Local Agency hereby authorizes Treasury to transfer from its Local Government Investment Pool Account (LGIP Account) relative to the above- identified project, to the account of the Department of Transportation, such amounts as said Department may request from time to time by written instructions from its Finance Director, without liability.

The Local Agency understands that no funds in its LGIP account shall be subject to withdrawal until the project is completed and the actual pro rata share of cost is determined. On completion, any surplus will be returned to the Local Agency pursuant to written instructions of said Department with an accounting of transfers made.

The Treasury will credit interest to the account which will be added to the principal and will become part of the surplus, if any, for disposition by said Department at the completion of the project. LGIP account statements will be sent to the Local Agency and said Department monthly. There will be an administrative fee charged to the Local Agency for the LGIP account at the same rate as other LGIP accounts are charged.

It is understood by the parties that the Treasury shall be responsible for the investment of aforesaid sum in accordance with the terms and conditions of the administration of the pool.

IN WITNESS WHEREOF, the parties have caused this instrument to be executed by their duly authorized officials as of the date above written.

[Acknowledgements Deleted for Inclusion in this Resolution]

SECTION III. That the mayor is further authorized to make such changes approved by the mayor and the city attorney to the agreement set out herein that do not substantially alter the material provisions of the agreement, and the execution thereof by the mayor and the city attorney is conclusive evidence of the approval of such changes.

SECTION IV. That the board finds that the actions authorized by this resolution are for a public purpose and will promote the health, comfort and prosperity of the citizens of the city.

SECTION V. That this resolution shall take effect from and after its adoption, the public welfare requiring it.

ADOPTED this the 5th day of February, 2019.

JOHN CLARK, MAYOR

ATTEST:

JAMES H. DEMMING, CITY RECORDER

APPROVED AS TO FORM:

J. MICHAEL BILLINGSLEY, CITY ATTORNEY

C O N T R A C T

THIS AGREEMENT, made and entered into this _____ day of _____, 20____, by and between **THE TREASURY DEPARTMENT OF THE STATE OF TENNESSEE**, hereinafter referred to as the "Treasury", and _____, Tennessee, hereinafter referred to as the "Local Agency".

W I T N E S S E T H:

WHEREAS, the State of Tennessee, acting through the Department of Transportation, entered into a contract with the _____, hereinafter called "Local Agency", on the _____ day of _____, 20____, relative to providing for implementation of _____;

WHEREAS, said agreement provides that the Local Agency may deposit its pro rata share of the estimated cost of the project with the Treasury for temporary investment as an alternative to furnishing the Department with said share, and the Local Agency has elected to use said alternate; and

WHEREAS, the Local Agency has made application to participate in the Local Government Investment Pool which has been accepted by the Treasury and has deposited its pro rata share of the estimated cost of the project by immediate credit transfer and advised the Treasury thereof and identified the account to which said deposit should be credited.

NOW THEREFORE, in consideration of the premises, the Treasury and the Local Agency agree as follows:

The Local Agency hereby authorizes Treasury to transfer from its Local Government Investment Pool Account (LGIP Account) relative to the above- identified project, to the account of the Department of Transportation, such amounts as said Department may request from time to time by written instructions from its Finance Director, without liability.

The Local Agency understands that no funds in its LGIP account shall be subject to withdrawal until the project is completed and the actual pro rata share of cost is determined. On completion, any surplus will be returned to the Local Agency pursuant to written instructions of said Department with an accounting of transfers made.

The Treasury will credit interest to the account which will be added to the principal and will become part of the surplus, if any, for disposition by said Department at the completion of the project. LGIP account statements will be sent to the Local Agency and said Department monthly. There will be an administrative fee charged to the Local Agency for the LGIP account at the same rate as other LGIP accounts are charged.

It is understood by the parties that the Treasury shall be responsible for the investment of aforesaid sum in accordance with the terms and conditions of the administration of the pool.

IN WITNESS WHEREOF, the parties have caused this instrument to be executed by their duly authorized officials as of the date above written.

**STATE OF TENNESSEE
TREASURY DEPARTMENT**

By: _____

NAME OF OFFICIAL WHOSE
SIGNATURE APPEARS BELOW

(Type or Print)

TITLE: _____

ADDRESS: _____

TELEPHONE NO: _____

COUNTY OF: _____

SIGNATURE
OF OFFICIAL: _____



AGENDA ACTION FORM

Award of Bid to Glass Machinery & Excavation, Inc. for the Greenbelt Eastern Extension Phase 1 Project

To: Board of Mayor and Aldermen
 From: Jeff Fleming, City Manager

Action Form No.: AF-28-2019
 Work Session: February 5, 2019
 First Reading: N/A

Final Adoption: February 5, 2019
 Staff Work By: Thompson/Frazier
 Presentation By: Chris McCartt

Recommendation:

Approve the Resolution.

Executive Summary:

Bids were opened on December 19, 2018 for the Greenbelt Eastern Extension Phase 1 project. This project consists of the construction of approximately one linear mile of a 10-foot wide asphalt path from the existing greenbelt eastward along Reedy Creek to the path along Cleek Road. The project includes a 325' long timber frame pedestrian bridge.

Submitted bids were reviewed by city staff and the consulting engineer. Along with TDOT's concurrence it is recommended to award the contract to the apparent low bidder, Glass Machinery & Excavation, Inc. in the amount of \$937,442.00 –

Base Bid	\$937,442.00
Contingency 6%	56,246.52
Total Project Cost	\$993,688.52

The base bid engineering estimate for the referenced project is \$998,919.00.

This project is funded in the amount of \$794,950.82 (80%) Federal and \$198,737.71 (20%) Local.

Attachments:

1. Resolution
2. Bid Opening Minutes
3. TDOT's Concurrence
4. Map

Funding source appropriate and funds are available:

	Y	N	O
Adler	—	—	—
Begley	—	—	—
Cooper	—	—	—
George	—	—	—
McIntire	—	—	—
Olterman	—	—	—
Clark	—	—	—

RESOLUTION NO. _____

A RESOLUTION AWARDDING THE BID FOR THE GREENBELT EASTERN EXTENSION PHASE 1 PROJECT TO GLASS MACHINERY & EXCAVATION, INC. AND AUTHORIZING THE MAYOR TO SIGN AN AGREEMENT FOR THE SAME AND ALL DOCUMENTS NECESSARY AND PROPER TO EFFECTUATE THE PURPOSE OF THE AGREEMENT

WHEREAS, bids were opened December 19, 2018, for the Greenbelt Eastern Extension Phase 1 project; and

WHEREAS, upon review of the bids, the board finds Glass Machinery & Excavation, Inc. is the lowest responsible compliant bidder meeting specifications for the particular grade or class of material, work or service desired and is in the best interest and advantage to the city, and the City of Kingsport desires to enter into a contract for the construction of approximately one linear mile of a 10-foot wide asphalt path from the existing greenbelt eastward along Reedy Creek to the path along Cleek Road, and includes a 325 foot long timber frame pedestrian bridge from Glass Machinery & Excavation, Inc. at an estimated construction cost of \$937,442.00; and

WHEREAS, funding is identified in project number GP1529.

Now therefore,

BE IT RESOLVED BY THE BOARD OF MAYOR AND ALDERMEN AS FOLLOWS:

SECTION I. That the bid for the Greenbelt Eastern Extension Phase 1 project, consisting of the construction of approximately one linear mile of a 10-foot wide asphalt path from the existing greenbelt eastward along Reedy Creek to the path along Cleek Road, and includes a 325 foot long timber frame pedestrian bridge, at an estimated cost of \$937,442.00 is awarded to Glass Machinery & Excavation, Inc. and the mayor is authorized to execute an agreement for same and all documents necessary and proper to effectuate the purpose of the agreement.

SECTION II. That the board finds that the actions authorized by this resolution are for a public purpose and will promote the health, comfort and prosperity of the public.

SECTION III. That this resolution shall take effect from and after its adoption, the public welfare requiring it.

ADOPTED this the 5th day of February, 2019.

JOHN CLARK, MAYOR

ATTEST:

JAMES H. DEMMING, CITY RECORDER

APPROVED AS TO FORM:

J. MICHAEL BILLINGSLEY, CITY ATTORNEY

**MINUTES
BID OPENING
December 19, 2018
4:00 P.M.**

Present: Brent Morelock, Procurement Manager; Nikisha Eichmann, Assistant Procurement Manager; Michael Thompson, Assistant Public Works Director; Kitty Frazier, Parks & Recreation Manager; David Harris, Engineering Department; and Steve Wilson, Spoden & Wilson Consulting Engineers

The Bid Opening was held in the Council Room, City Hall.

The Procurement Manager opened with the following bids:

KINGSPORT GREENBELT – EASTERN EXTENSION – PHASE 1	
Vendor:	Base Bid:
Bakers Construction Services, Inc.	\$1,565,980.75
Duco Construction, LLC	\$1,328,527.00
Glass Machinery & Excavation, Inc.	\$ 937,442.00
Inland Construction, Inc.	\$1,098,742.00
King General Contractors, Inc.	\$ 986,738.95
Summers-Taylor, Inc.	\$1,147,372.50
Thomas Construction Company	\$1,575,705.00

The submitted bids will be evaluated and a recommendation made at a later date.

Catron, Sheila

Subject: FW: Bid Award for PIN: 118524.01; Kingsport, Sullivan County (LPA)

From: Lisa Dunn [<mailto:Lisa.Dunn@tn.gov>]

Sent: Thursday, January 24, 2019 8:40 AM

To: Thompson, Michael <MichaelThompson@KingsportTN.gov>

Cc: Clabaugh, Hank <HankClabaugh@KingsportTN.gov>; Matt Burcham <Matt.Burcham@tn.gov>; Whitney Britt <Whitney.Britt@tn.gov>; Chelsey Buchanan <Chelsey.Buchanan@tn.gov>; Steve Borden <Steve.Borden@tn.gov>; Dexter Justis <Dexter.Justis@tn.gov>; Kristin Qualls <Kristin.Qualls@tn.gov>; Mary Howard <Mary.Howard@tn.gov>; Brad Baskette <Brad.Baskette@tn.gov>; Erin Brake <Erin.Brake@tn.gov>; Randy Dodson <rldodson@matternandcraig.com>; TDOT.DBE Program <TDOT.DBE.Program@tn.gov>; Albright, Bill <BillAlbright@KingsportTN.gov>; AA CC <AA.CC@tn.gov>; Sarah Sutton <Sarah.Sutton@tn.gov>

Subject: Bid Award for PIN: 118524.01; Kingsport, Sullivan County (LPA)

Good Morning Michael:

I am pleased to announce that TDOT has concurred with **Glass Machinery & Excavation, Inc. in the amount of \$937,442.00** as the lowest responsive bidder. You are hereby approved to inform them that they are the lowest responsive bidder and to set up the mandatory pre-construction meeting.

TDOT Materials & Tests Office and TDOT District Operations Office representatives must be present at the Pre-Construction Conference. If both of these offices are not represented at the Pre-Construction Conference, the Pre-Construction Conference must be postponed until TDOT representatives can be present. The contact for Materials and Test is Brad Baskette. He can be reached at 865-594-4552 or via email at brad.baskette@tn.gov. The contact for the TDOT District Operations Office is Mary Howard. She can be reached at 865-594-2322 or via email at mary.howard@tn.gov. In addition, please also contact Erin Brake with the Headquarters Materials and Tests at (615) 350-4116 or via e-mail at Erin.Brake@tn.gov. A meeting announcement (Pre-Construction Conference Notice, [Form 8-10a](#)) shall be sent 14 days in advance, to all parties with a vested interest in the project including, but not limited to: prime and subcontractors, material suppliers, permitting agencies, utility owners, the TDOT District Operations Engineer/Manager, TDOT Regional Materials and Tests Supervisor and other affected Local Governments. At least seven days prior to the Pre-Construction Conference, the LG shall send, by electronic means, a set of plans, a copy of the bid book and final cost estimate to the TDOT District Operations Engineer/Manager and the TDOT Regional Materials and Tests Supervisor. A copy of this email shall also be sent to Local.Programs@tn.gov.

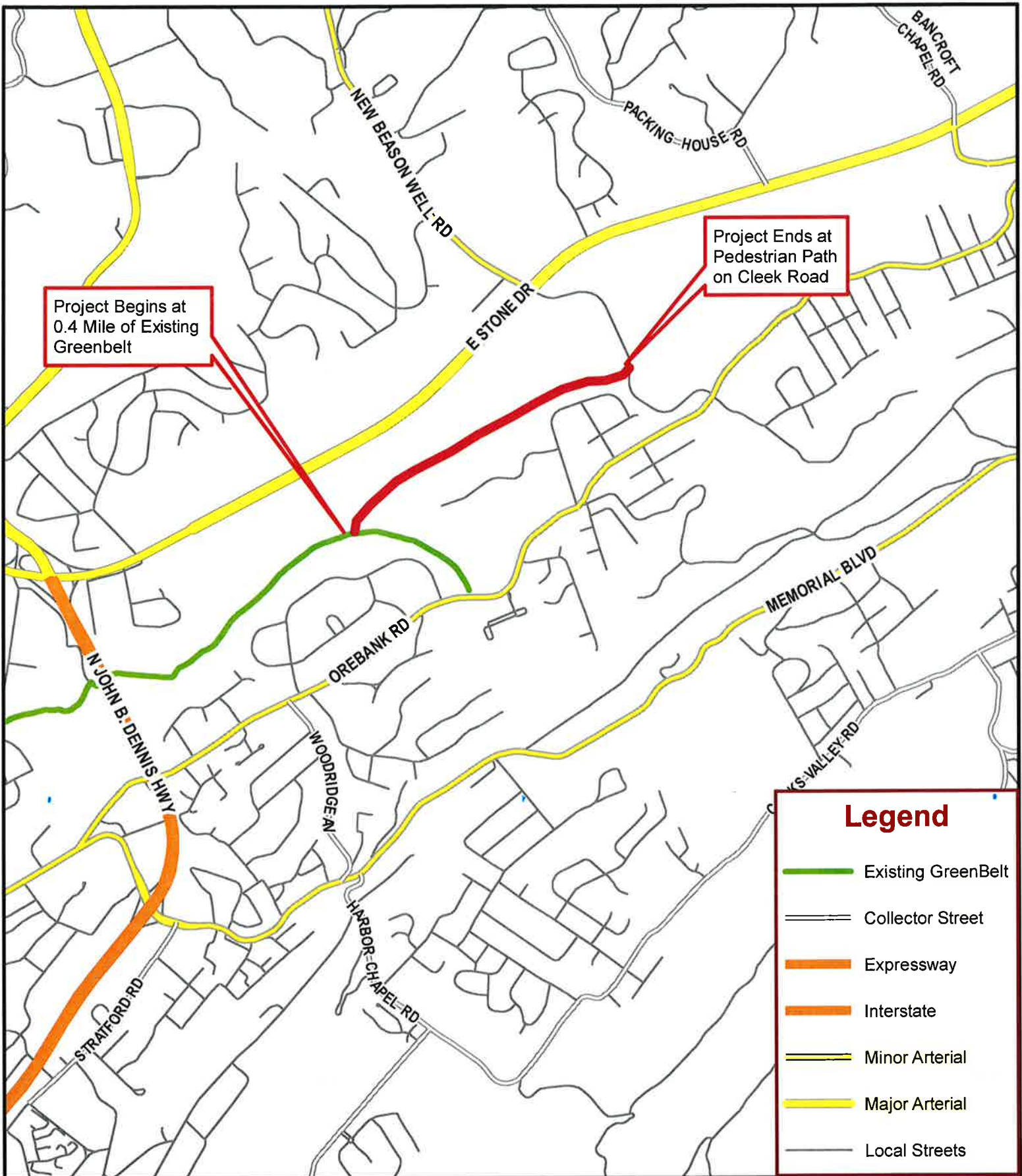
Electronic PDFs I must have for my information include:

1. Signed proposal contract
2. The work order provided to the contractor identifying the effective Date of Construction
3. Upon award of the contract, please complete TDOT [Form 7-2](#) with all relevant project, prime contractor and subcontractors' (both DBE and non-DBE) information, as soon as it is available, and return the form to your program monitor

If you have any questions please feel free to contact me.



Lisa Dunn | Transportation Program Supervisor
Local Programs Development Office
James K. Polk Building, 6th Floor
505 Deaderick Street, Nashville, TN 37243
p. 615-253-2684
lisa.dunn@tn.gov
www.tn.gov/tdot/tap



Project Location Map
GREENBELT EASTERN
EXTENSION - PHASE 1



Graphic Scale





AGENDA ACTION FORM

Execute the Renewal Option by Amending the Agreement with Premier Landscapes for Landscape Maintenance Services for 2019

To: Board of Mayor and Aldermen
 From: Jeff Fleming, City Manager 

Action Form No.: AF-32-2019
 Work Session: February 5, 2019
 First Reading: N/A

Final Adoption: February 5, 2019
 Staff Work By: Committee
 Presentation By: Ryan McReynolds

Recommendation:

Approve the Resolution.

Executive Summary:

Bids were opened on January 31, 2018 for Landscape Maintenance Services located at various locations including gateway areas. Last year the BMA awarded the bid to Premier Landscapes, Inc. in the amount of \$130,000.00 which is inclusive of 19 areas to be maintained.

Staff have been pleased with the service provided by the vendor and is recommending that we amend the agreement to extend the award for 2019.

Premier Landscapes, Inc. has offered to maintain pricing at 2018 levels for 2019.

Funding is available project # GP1824 & GP1915.

Attachments:

1. Resolution
2. Agreement
3. Bid Minutes
4. Vendor Letter
5. Recommendation Memo
6. Landscaping Location Map

Funding source appropriate and funds are available: 

	Y	N	O
Adler	—	—	—
Begley	—	—	—
Cooper	—	—	—
George	—	—	—
McIntire	—	—	—
Olterman	—	—	—
Clark	—	—	—

RESOLUTION NO. _____

A RESOLUTION APPROVING AN AMENDMENT TO THE AGREEMENT WITH PROMIER LANDSCAPES, INC. FOR LANDSCAPE MAINTENANCE SERVICES; AUTHORIZING THE MAYOR TO EXECUTE THE AMENDMENT; AND ALL OTHER DOCUMENTS NECESSARY AND PROPER TO EFFECTUATE THE PURPOSE OF THE AMENDMENT

WHEREAS, in January 31, 2018, the board approved a resolution awarding the bid and authorizing the mayor to sign an agreement with Premier Landscapes, Inc. for landscape maintenance services in various places including gateway areas, in an amount not to exceed \$130,000.00; and

WHEREAS, the contract has an option to renew, and staff recommends that we amend the agreement to extend the award for 2019; and

WHEREAS, Premier Landscapes, Inc. has offered to maintain the pricing levels for 2019; and

WHEREAS, funding is available in project GP1824 and GP1915.

Now therefore,

BE IT RESOLVED BY THE BOARD OF MAYOR AND ALDERMEN AS FOLLOWS:

SECTION I. That an amendment to the agreement with Premier Landscapes, Inc. for landscape maintenance services to extend through 2019 at the same rate as 2018, is approved.

SECTION II. That the mayor, or in his absence, incapacity, or failure to act, the vice-mayor, is authorized to execute, in a form approved by the city attorney, and subject to the requirements of Article X, Section 10 of the Charter of the City of Kingsport, an amendment to the agreement with Premier Landscapes, Inc. for landscape maintenance services to extend through 2019 at the same rate as 2018 and all other documents necessary and proper to effectuate the purpose of the agreement or this resolution.

SECTION III. That the mayor is further authorized to make such changes approved by the mayor and the city attorney to the amendment that do not substantially alter the material provisions of the agreement, and the execution thereof by the mayor and the city attorney is conclusive evidence of the approval of such changes.

SECTION IV. That the board finds that the actions authorized by this resolution are for a public purpose and will promote the health, comfort and prosperity of the citizens of the city.

SECTION IV. That this resolution shall take effect from and after its adoption, the public welfare requiring it.

ADOPTED this the 5th day of February, 2019.

JOHN CLARK, MAYOR

ATTEST:

JAMES H. DEMMING, CITY RECORDER

APPROVED AS TO FORM:

J. MICHAEL BILLINGSLEY, CITY ATTORNEY

AGREEMENT FOR SERVICES

THIS AGREEMENT, effective on February 21, 2018, by and between PROMIER LANDSCAPES INC., hereinafter referred to as "COMPANY" and the CITY OF KINGSPORT, hereinafter referred to as "OWNER".

WITNESSETH:

WHEREAS, OWNER has need for services and other adjunct services as may be authorized by OWNER for LANDSCAPE MAINTENANCE SERVICES, and;

WHEREAS, COMPANY desires to provide such services and being competent to do so;

NOW THEREFORE, OWNER and COMPANY in consideration of the mutual covenants and agreements herein contained, do hereby agree as follows:

ARTICLE I SCOPE OF SERVICES AND SCHEDULE

- 1.1 The work and services to be performed (hereinafter referred to as "Services") by COMPANY shall be in accordance with COMPANY's Scope of Work, as detailed in Appendix A attached hereto and made a part hereof as though fully set out in the body of this Agreement.
- 1.2 On receiving authorization to proceed with the work, COMPANY shall proceed with the Scope of Work contained in Appendix A.
- 1.3 COMPANY shall proceed on a schedule mutually agreed with OWNER.

ARTICLE II INDEPENDENT CONTRACTOR

2.1 COMPANY warrants to be an independent contractor and responsible for its Services, and not as the agent of OWNER, in performing the Agreement, maintaining complete control over its employees and all of its subcontractors. Nothing contained in this Agreement or any subcontract awarded by CONSULTANT shall create any contractual relationship between any such subcontractor and OWNER. COMPANY shall provide services in a manner consistent with that degree of care and skill ordinarily exercised by members of the same profession currently practicing under similar circumstances. The COMPANY shall review State of Tennessee and City of Kingsport laws and regulations applicable to its services. COMPANY agrees to comply with all applicable Federal, State and Local codes and ordinances, including all applicable requirements of the Americans with Disabilities Act, in the design or implementation of the

Project.

ARTICLE III COMMITMENT OF PERSONNEL

- 3.1 COMPANY represents that it has, or will secure at its own expense, the qualified personnel required in performing the Services under this Agreement. Such personnel shall not be employees of or have any contractual relationship with OWNER.
- 3.2 All the Services required hereunder will be performed by COMPANY or subcontractors under their supervision and all personnel engaged in the Services shall be fully qualified and shall be authorized or permitted under State of Tennessee and local laws to perform such Services.

ARTICLE IV COMPENSATION

- 4.1 OWNER agrees to compensate COMPANY for Services performed pursuant to Article I, which Services are identified in Appendix A, for an amount not to exceed ONE HUNDRED THIRTY THOUSAND DOLLARS AND ZERO CENTS (\$130,000.00). Said fee is inclusive of all labor, expenses and subcontracts to complete all elements of the Services for the Scope of Work, (Appendix A) except as may be identified in OWNER'S Responsibilities section of Appendix A, if such is included.
- 4.2 COMPANY shall submit periodic invoices in a form consistent with OWNER'S needs. Invoices for work performed shall indicate the time period during which the work was performed. The invoices are to be signed and certified as to their accuracy.
- 4.3 OWNER will promptly review monthly invoices. OWNER may require any additional information deemed necessary and appropriate to substantiate the invoice. OWNER shall have ten (10) work days from date of receipt from COMPANY of an invoice to reject all or any part of the invoice. OWNER shall pay the undisputed amounts to COMPANY within thirty (30) days of receipt of the invoice. The invoice shall show the percentage of completion of the Services as of the end of the period covered by the invoice. OWNER is not required to pay more than 90% of the compensation set out in 4.1 above until approval of Final Payment. Final payment, constituting the entire unpaid balance of the amount set out in 4.1 above, shall be made by OWNER to COMPANY only after COMPANY has fully performed and achieved Final Completion of the Services, and has provided OWNER all documents required by this Agreement.
- 4.4 COMPANY shall be responsible for alerting OWNER in any instance when it anticipates exceeding the budget amount; shall provide justification for same; and shall do so prior to expending 100% of the amount set out in 4.1 of this Agreement. The Agreement may be amended as the work progresses, provided COMPANY receives written authorization

from OWNER to make such amendments.

ARTICLE V PERIOD OF PERFORMANCE

- 5.1 The Scope of the Services to be performed by COMPANY shall be fully and finally completed by December 15, 2018. Final completion is the completion of all Services and all contract requirements by COMPANY.

ARTICLE VI LIABILITY AND INSURANCE

- 6.1 Public and Professional Liability - COMPANY shall fully indemnify, defend and save harmless OWNER, its Board of Mayor and Aldermen, employees and agents from and against damages, liabilities, expenses, compensations, claims, demands, suits or judgments of sums of money, including but not limited to court costs and reasonable counsel fees, to any party for loss of life or injury or damage to persons or property to the extent caused by, any negligent act, error, omission, of COMPANY, its agents, servants, or employees while engaged upon or in connection with the Services required or performed by COMPANY. The provisions of this Article VI shall survive the termination or expiration of this Agreement.
- 6.2 Insurance - Prior to beginning these Services, COMPANY shall, at COMPANY'S expense, obtain, keep in force during the term of this Agreement the following minimum amounts of insurance:
1. General Liability - occurrence basis bodily injury, personal injury and property damage - \$500,000 - \$1,000,000 combined single limit per occurrence;
 2. Automobile liability - owner, hired, and non-owned bodily injury and property damage - \$500,000 - \$1,000,000 combined single limit per occurrence;
 3. Workmen's compensation with statutory limits and employer's liability insurance with minimum limits of \$500,000, to provide for the payment of employees of CONSULTANT employed on or in connection with the work and/or to their dependents, of worker's compensation benefits, including when required, occupational disease benefits in accordance with the U. S. Longshoremen's and Harbor Worker's Compensation Act and the Jones Act. With the prior approval of OWNER, CONSULTANT may substitute different types of coverage for those specified as long as the total amount of required protection is not reduced.

OWNER, its Board of Mayor and Aldermen, its employees, and agents shall be named as additional insured on the certificates of insurance (General Liability or Automobile Liability) for such policies, and a certified copy of such certificates shall be provided to OWNER by COMPANY prior to the start of Services. COMPANY shall provide OWNER, upon its request,

a certified copy of any insurance policy required by this Agreement. Any failure or non-coverage by such policy or the limit of any such insurance shall not limit the liability of COMPANY to OWNER. The policy, or policies, shall contain a provision that such policy or policies may not be cancelled without thirty (30) days prior written notice of such cancellation to OWNER. Insurance required hereunder shall be in companies reasonably acceptable to OWNER.

ARTICLE VII TERMS AND CONDITIONS

- 7.1 Successors and Assigns - This Agreement and all of its terms and conditions shall extend to and be binding upon the parties hereto and upon their respective heirs, executors, administrators, successors, and assigns.
- 7.2 Subletting, Assignment, or Transfer - This Agreement may not be sublet, assigned or transferred, changed, modified, or amended, in whole or in part, except as may be agreed, in writing, and signed by all the parties hereto.
- 7.3 Extent of Agreement - This Agreement constitutes the entire and integrated agreement between OWNER and COMPANY and no other written or oral understanding shall constitute part of this Agreement.
- 7.4 Severability - To the extent that any provision of this Agreement is finally adjudged invalid or unenforceable by a tribunal of competent jurisdiction, such provision shall be deemed modified to the extent necessary to make it enforceable.
- 7.5 Compliance of Laws - COMPANY shall comply with applicable laws, ordinances, rules, regulations and requirements of all federal, state and local governments, courts, boards, commissions or any other body exercising functions similar to the foregoing insofar as carrying out the provisions of this Agreement.
- 7.6 Termination - If through any cause, either party shall fail to fulfill in timely and proper manner the obligations, agreements or stipulations of this Agreement, the other party shall thereupon have the right to terminate this Agreement by filing written notice to the party in breach of such termination and specifying the effective date thereof, at least five days before the effective day of such termination.

In such event, all finished or unfinished documents, data, studies, and reports prepared by COMPANY under this Agreement shall, at the option of OWNER, become its property and COMPANY shall be entitled to receive just and equitable compensation for any satisfactory work completed on such documents. Notwithstanding the foregoing, COMPANY shall not be relieved of liability to OWNER for damages sustained by virtue of any breach of the agreement by COMPANY and OWNER may withhold any payments to COMPANY for the purpose of set off until such time as the exact amount of

damages due OWNER from COMPANY is determined.

- 7.7 Governing Law - This Agreement shall be interpreted under and governed by the laws of the state of Tennessee.
- 7.8 Right to Rely - The COMPANY shall have the right to reasonably rely upon the accuracy and completeness of the services and information furnished by the OWNER. The COMPANY shall provide prompt written notice to the OWNER if the COMPANY becomes aware of any errors, omissions or inconsistencies in such services or information. Nothing herein shall be construed so as to release COMPANY from its responsibility or liability.
- 7.9 Dispute Resolution - In the event that a conflict arises that cannot be resolved between the parties, OWNER and COMPANY agree that all disputes arising out of or relating to this Agreement or the Project shall be first submitted to non-binding mediation, unless the parties mutually agree otherwise. The mediation shall be in accordance with the Construction Industry Mediation Rules of the American Arbitration Association currently in effect. Request for mediation shall be filed in writing with the other party to this Agreement and with the American Arbitration Association. Mediation shall proceed in advance of legal or equitable proceedings, which shall be stayed pending mediation for a period of 60 days from the date of filing, unless stayed for a longer period of agreement of the parties or court order.
- 7.10 Waiver of Consequential Damages - Notwithstanding any other provision of this Agreement, and to the fullest extent permitted by law, neither the OWNER nor the COMPANY, their respective officers, directors, partners, employees, contractors or subconsultants shall be liable to the other or shall make any claim for any incidental, indirect or consequential damages arising out of or connected in any way to the Project or to this Agreement. This mutual waiver of consequential damages shall include, but is not limited to, loss of use, loss of profit, loss of business, loss of income, loss of reputation or any other consequential damages that either party may have incurred from any cause of action including negligence, strict liability, breach of contract and breach of strict or implied warranty.

ARTICLE VIII OWNERSHIP OF DOCUMENTS

- 8.1 All documents, reports and material prepared by COMPANY in the performance of this Agreement shall become the sole property of OWNER upon payment in full of all monies owed the COMPANY, provided COMPANY is not in breach of this Agreement. COMPANY hereby acknowledges that all right, title, and interest in the documents and all related reports, plans, drawings, technical memoranda and other directly related documents of any kind prepared or made by COMPANY or its subcontractors in the performance of or in connection with COMPANY'S Services and duties under this Agreement shall be vested solely with OWNER, including the right to hold, use, or dispose of same as OWNER

deems appropriate in its sole discretion, but if OWNER uses such documents for other than intended purpose, OWNER assumes any and all liabilities for such use of the documents and COMPANY waives any property rights and copyright to such documents.

IN WITNESS WHEREOF, the parties hereto, intending to be legally bound have caused their duly authorized representative to, set their hand this day, month, and year first above written.

PROMIER LANDSCAPES INC.

By: _____

Date: 2/22/2018

WITNESS:

CITY OF KINGSPORT

By: _____

Date: 3/6/18

ATTEST:

City Recorder

APPROVED AS TO FORM:

City Attorney

PERFORMANCE BOND

BOND "A"

STATE OF Tennessee
COUNTY OF Sullivan

We, PROMIER LANDSCAPES INC. (herein called the "Contractor"), as Principal, and Westfield Insurance Company do hereby acknowledge ourselves indebted and firmly bound and held unto the City of Kingsport, Tennessee, (hereinafter called the "Owner"), a Municipal Corporation existing under and by virtue of the laws of Tennessee, for the use and benefit of those entitled thereto, in the sum of ONE HUNDRED THIRTY THOUSAND DOLLARS AND ZERO CENTS (\$130,000.00) dollars, for the payment of which well and truly to be made in lawful money of the United States, we do hereby bind ourselves, our successors and assigns, heirs and personal representatives.

BUT THE CONDITION OF THE FOLLOWING OBLIGATION OR BOND IS THIS WHEREAS, the Owner has engaged the said Contractor, for the sum of (\$130,000.00) to construct the following improvements, to wit:
LANDSCAPE MAINTENANCE SERVICES

as more fully appears in a written agreement bearing the date of 21st day of February, 2018, a copy of which said agreement or contract is by reference hereby made a part of hereof, and it is the desire of the said Owner that the said Contractor shall assure all undertakings under said agreement or contract, and shall assure and protect all laborers and furnishers of material on said work as provided by Chapter 182 of the Acts of the General Assembly of Tennessee of 1899, and any and all amendments thereto, including, without being limited to, Chapter 121 of the Public Acts of 1923, and Chapter 121 of the Public Acts of 1925, all of which were codified and re-enacted in Sections 7955 to 7959, inclusive, of the Code of Tennessee of 1932, and also in dependently of said statutes.

NOW, THEREFORE, if the said Contractor shall fully and faithfully perform all the undertakings and obligations under the said agreement or contract hereinabove referred to and shall fully indemnify and save harmless the said Owner from any and all outlay and expense which it may incur in making good any default, and shall fully pay all the labor, material and work used by said Contractor or any immediate or remote sub-contractor or furnisher of material under him in the performance of said contract, in lawful money of the United States as the same shall become due, then this obligation or bond shall be null and void, otherwise to remain in full force and effect.

And, for value received, it is hereby stipulated and agreed that no change, extension of time, alteration or addition to the terms of said agreement or contract or in the work to be performed thereunder or the specifications or drawings accompanying the same shall in any wise affect the obligations under this obligation or bond, and notice is hereby waived of any such change, extension of time, alteration or addition to the terms of the agreement or contract or to the work or to specifications.

In witness whereof the said Contractor has hereunto affixed its signature and said surety has hereunto caused to be affixed its corporate signature and seal, by its duly authorized officers on this the 22 day of February, 2018.

WITNESS:

[Signature]

[Signature]
PRINCIPAL

VICE PRESIDENT
TITLE

WITNESS:

[Signature]

Westfield Insurance Company
SURETY

BY: [Signature]
ATTORNEY-IN-FACT

APPROVED AS TO FORM:

[Signature]
CITY ATTORNEY

THIS POWER OF ATTORNEY SUPERCEDES ANY PREVIOUS POWER BEARING THIS SAME POWER # AND ISSUED PRIOR TO 12/01/15, FOR ANY PERSON OR PERSONS NAMED BELOW.

General
Power
of Attorney

POWER NO. 4111801 03

Westfield Insurance Co.
Westfield National Insurance Co.
Ohio Farmers Insurance Co.
Westfield Center, Ohio

CERTIFIED COPY

Know All Men by These Presents, That WESTFIELD INSURANCE COMPANY, WESTFIELD NATIONAL INSURANCE COMPANY and OHIO FARMERS INSURANCE COMPANY, corporations, hereinafter referred to individually as a "Company" and collectively as "Companies," duly organized and existing under the laws of the State of Ohio, and having its principal office in Westfield Center, Medina County, Ohio, do by these presents make, constitute and appoint
M. KEITH SIMS, BENJAMIN R. CHRISTIAN, JOINTLY OR SEVERALLY

[Signature] 2/20/18
of KINGSFORT and State of TN its true and lawful Attorney(s)-in-Fact, with full power and authority hereby conferred in its name, place and stead, to execute, acknowledge and deliver any and all bonds, undertakings, and recognizances; provided, however, that the penal sum of any one such instrument executed hereunder shall not exceed TWO MILLION DOLLARS AND NO CENTS (\$2,000,000)---

LIMITATION: THIS POWER OF ATTORNEY CANNOT BE USED TO EXECUTE NOTE GUARANTEE, MORTGAGE DEFICIENCY, MORTGAGE GUARANTEE, OR BANK DEPOSITORY BONDS.

and to bind any of the Companies thereby as fully and to the same extent as if such bonds were signed by the President, sealed with the corporate seal of the applicable Company and duly attested by its Secretary, hereby ratifying and confirming all that the said Attorney(s)-in-Fact may do in the premises. Said appointment is made under and by authority of the following resolution adopted by the Board of Directors of each of the WESTFIELD INSURANCE COMPANY, WESTFIELD NATIONAL INSURANCE COMPANY and OHIO FARMERS INSURANCE COMPANY:

"Be it Resolved, that the President, any Senior Executive, any Secretary or any Fidelity & Surety Operations Executive or other Executive shall be and is hereby vested with full power and authority to appoint any one or more suitable persons as Attorney(s)-in-Fact to represent and act for and on behalf of the Company subject to the following provisions:

The Attorney-in-Fact may be given full power and authority for and in the name of and on behalf of the Company, to execute, acknowledge and deliver, any and all bonds, recognizances, contracts, agreements of indemnity and other conditional or obligatory undertakings and any and all notices and documents cancelling or terminating the Company's liability thereunder, and any such instruments so executed by any such Attorney-in-Fact shall be as binding upon the Company as if signed by the President and sealed and attested by the Corporate Secretary."

"Be it Further Resolved, that the signature of any such designated person and the seal of the Company heretofore or hereafter affixed to any power of attorney or any certificate relating thereto by facsimile, and any power of attorney or certificate bearing facsimile signatures or facsimile seal shall be valid and binding upon the Company with respect to any bond or undertaking to which it is attached." (Each adopted at a meeting held on February 8, 2000).

In Witness Whereof, WESTFIELD INSURANCE COMPANY, WESTFIELD NATIONAL INSURANCE COMPANY and OHIO FARMERS INSURANCE COMPANY have caused these presents to be signed by their National Surety Leader and Senior Executive and their corporate seals to be hereto affixed this 01st day of DECEMBER A.D., 2015 .

Corporate
Seals
Affixed



WESTFIELD INSURANCE COMPANY
WESTFIELD NATIONAL INSURANCE COMPANY
OHIO FARMERS INSURANCE COMPANY

By: *[Signature]*
Dennis P. Baus, National Surety Leader and
Senior Executive

State of Ohio
County of Medina ss.:

On this 01st day of DECEMBER A.D., 2015 , before me personally came Dennis P. Baus to me known, who, being by me duly sworn, did depose and say, that he resides in Wooster, Ohio; that he is National Surety Leader and Senior Executive of WESTFIELD INSURANCE COMPANY, WESTFIELD NATIONAL INSURANCE COMPANY and OHIO FARMERS INSURANCE COMPANY, the companies described in and which executed the above instrument; that he knows the seals of said Companies; that the seals affixed to said instrument are such corporate seals; that they were so affixed by order of the Boards of Directors of said Companies; and that he signed his name thereto by like order.

Notarial
Seal
Affixed



[Signature]

David A. Kotnik, Attorney at Law, Notary Public
My Commission Does Not Expire (Sec. 147.03 Ohio Revised Code)

State of Ohio
County of Medina ss.:

I, Frank A. Carrino, Secretary of WESTFIELD INSURANCE COMPANY, WESTFIELD NATIONAL INSURANCE COMPANY and OHIO FARMERS INSURANCE COMPANY, do hereby certify that the above and foregoing is a true and correct copy of a Power of Attorney, executed by said Companies, which is still in full force and effect; and furthermore, the resolutions of the Boards of Directors, set out in the Power of Attorney are in full force and effect.

In Witness Whereof, I have hereunto set my hand and affixed the seals of said Companies at Westfield Center, Ohio, this day of A.D.,



[Signature] Secretary
Frank A. Carrino, Secretary

BPOAC1 (combined) (06-02)

PAYMENT BOND

BOND "B"

STATE OF Tennessee
COUNTY OF Sullivan

KNOW ALL MEN BY THESE PRESENTS THAT: WE, PREMIER LANDSCAPES INC., General Contractor, principal, and Westfield Insurance Group/Company as Surety, are held and firmly bound unto the City of Kingsport, Tennessee, and John Clark, Jennifer Axsom Adler, Joe Begley, Betsy Cooper, Colette George, Mike McIntire, and Tommy Olterman, members of the Board of Mayor and Aldermen of the City of Kingsport, Tennessee, and Tilden J. Fleming, City Manager of said City, the persons having charge of letting of contract for the construction of certain improvements, to wit: **LANDSCAPE MAINTENANCE SERVICES**

in the penalty of ONE HUNDRED THIRTY THOUSAND DOLLARS AND ZERO CENTS (\$130,000.00) for the payment of which we bind ourselves, our several personal representatives and assigns, jointly, and individually, by these presents.

WITNESS our hands and seals on this 22 day of February, 2018

THE CONDITION OF THIS OBLIGATION IS SUCH, THAT: WHEREAS, General Contractor, who entered into an Agreement with the City of Kingsport, Tennessee, dated the for the furnishing of all materials, equipment, tools, supplies and labor for the construction of certain improvements as set out in said agreement, which is incorporated herein by reference as if copies in full herein, and if the said principal, as Contractor, shall well, fully and truly perform all of the provisions of said agreement on his part and shall pay for all materials, equipment, tools, supplies and labor so used in the performance of said contract in lawful money of the United States and will furnish to the City satisfactory evidence of the fact of such payments therefore, and that no lien is claimed against the property of said City in which the same are incorporated, and/or furnish the City Manager with waivers of any liens that might exist therefore, then this obligation to be null and void; otherwise, to remain in full force and effect.

It is understood and agreed that this bond is executed in compliance with the provisions of, but not limited to, Chapter 182 of the Acts of the General Assembly of Tennessee for 1899, and/or any and all Acts amendatory thereof.

And, for value received, it is hereby stipulated and agreed by the surety that no change, extension of time, alteration or addition to the term of said agreement or contract or in the work to be performed thereunder or the contract documents accompanying the same shall in any wise affect the obligations and liabilities under this bond, and notice is hereby waived of any such change, extension of time, alteration or addition to the terms of the agreement or contract, the contract documents or to the work.

WITNESS THE SIGNATURES OF THE Principal and Surety on this the 22 day of February, 2018

WITNESS:

Dandy Price
PRINCIPAL

VICE PRESIDENT
TITLE

WITNESS:

Samela Hass

Westfield Insurance Company
SURETY

BY: BP
ATTORNEY-IN-FACT

APPROVED AS TO FORM:

J. Mahan Polley
CITY ATTORNEY

THIS POWER OF ATTORNEY SUPERCEDES ANY PREVIOUS POWER BEARING THIS SAME POWER # AND ISSUED PRIOR TO 12/01/15, FOR ANY PERSON OR PERSONS NAMED BELOW.

General
Power
of Attorney

POWER NO. 4111801 03

Westfield Insurance Co.
Westfield National Insurance Co.
Ohio Farmers Insurance Co.
Westfield Center, Ohio

CERTIFIED COPY

Know All Men by These Presents, That WESTFIELD INSURANCE COMPANY, WESTFIELD NATIONAL INSURANCE COMPANY and OHIO FARMERS INSURANCE COMPANY, corporations, hereinafter referred to individually as a "Company" and collectively as "Companies," duly organized and existing under the laws of the State of Ohio, and having its principal office in Westfield Center, Medina County, Ohio, do by these presents make, constitute and appoint
M. KEITH SIMS, BENJAMIN R. CHRISTIAN, JOINTLY OR SEVERALLY

[Signature] 2/22/18
of KINGSFORT and State of TN its true and lawful Attorney(s)-in-Fact, with full power and authority hereby conferred in its name, place and stead, to execute, acknowledge and deliver any and all bonds, undertakings, and recognizances; provided, however, that the penal sum of any one such instrument executed hereunder shall not exceed TWO MILLION DOLLARS AND NO CENTS (\$2,000,000)---

LIMITATION: THIS POWER OF ATTORNEY CANNOT BE USED TO EXECUTE NOTE GUARANTEE, MORTGAGE DEFICIENCY, MORTGAGE GUARANTEE, OR BANK DEPOSITORY BONDS.

and to bind any of the Companies thereby as fully and to the same extent as if such bonds were signed by the President, sealed with the corporate seal of the applicable Company and duly attested by its Secretary, hereby ratifying and confirming all that the said Attorney(s)-in-Fact may do in the premises. Said appointment is made under and by authority of the following resolution adopted by the Board of Directors of each of the WESTFIELD INSURANCE COMPANY, WESTFIELD NATIONAL INSURANCE COMPANY and OHIO FARMERS INSURANCE COMPANY:

"Be It Resolved, that the President, any Senior Executive, any Secretary or any Fidelity & Surety Operations Executive or other Executive shall be and is hereby vested with full power and authority to appoint any one or more suitable persons as Attorney(s)-in-Fact to represent and act for and on behalf of the Company subject to the following provisions:

The Attorney-in-Fact may be given full power and authority for and in the name of and on behalf of the Company, to execute, acknowledge and deliver, any and all bonds, recognizances, contracts, agreements of indemnity and other conditional or obligatory undertakings and any and all notices and documents cancelling or terminating the Company's liability thereunder, and any such instruments so executed by any such Attorney-in-Fact shall be as binding upon the Company as if signed by the President and sealed and attested by the Corporate Secretary."

"Be It Further Resolved, that the signature of any such designated person and the seal of the Company heretofore or hereafter affixed to any power of attorney or any certificate relating thereto by facsimile, and any power of attorney or certificate bearing facsimile signatures or facsimile seal shall be valid and binding upon the Company with respect to any bond or undertaking to which it is attached." (Each adopted at a meeting held on February 8, 2000).

In Witness Whereof, WESTFIELD INSURANCE COMPANY, WESTFIELD NATIONAL INSURANCE COMPANY and OHIO FARMERS INSURANCE COMPANY have caused these presents to be signed by their National Surety Leader and Senior Executive and their corporate seals to be hereto affixed this 01st day of DECEMBER A.D., 2015 .

Corporate
Seals
Affixed



WESTFIELD INSURANCE COMPANY
WESTFIELD NATIONAL INSURANCE COMPANY
OHIO FARMERS INSURANCE COMPANY

By: *[Signature]*
Dennis P. Baus, National Surety Leader and
Senior Executive

State of Ohio
County of Medina ss.:

On this 01st day of DECEMBER A.D., 2015 , before me personally came Dennis P. Baus to me known, who, being by me duly sworn, did depose and say, that he resides in Wooster, Ohio; that he is National Surety Leader and Senior Executive of WESTFIELD INSURANCE COMPANY, WESTFIELD NATIONAL INSURANCE COMPANY and OHIO FARMERS INSURANCE COMPANY, the companies described in and which executed the above instrument; that he knows the seals of said Companies; that the seals affixed to said instrument are such corporate seals; that they were so affixed by order of the Boards of Directors of said Companies; and that he signed his name thereto by like order.

Notarial
Seal
Affixed



State of Ohio
County of Medina ss.:

[Signature]

David A. Kotnik, Attorney at Law, Notary Public
My Commission Does Not Expire (Sec. 147.03 Ohio Revised Code)

I, Frank A. Carrino, Secretary of WESTFIELD INSURANCE COMPANY, WESTFIELD NATIONAL INSURANCE COMPANY and OHIO FARMERS INSURANCE COMPANY, do hereby certify that the above and foregoing is a true and correct copy of a Power of Attorney, executed by said Companies, which is still in full force and effect; and furthermore, the resolutions of the Boards of Directors, set out in the Power of Attorney are in full force and effect.

In Witness Whereof, I have hereunto set my hand and affixed the seals of said Companies at Westfield Center, Ohio, this day of A.D.,



[Signature]
Frank A. Carrino, Secretary



January 17, 2018

PROJECT: Landscape Maintenance Services

Dear Prospective Bidder:

You are invited to submit a price proposal for the above project. A copy of the Invitation to Bid, Bid Proposal, Non-Collusive Forms, Drug-Free Workplace Affidavit, Iran Divestment Act Affidavit and Envelope Cover Sheet, are attached. A bid bond will be required. Proposals must be submitted on the forms provided by the City.

If there are any questions, you may call me at (423) 229-9419.

Sincerely,

A handwritten signature in black ink, appearing to read "Brent Morelock", is written over a horizontal line.

**Brent Morelock, CPPO, CPPB
Assistant Procurement Manager**

BRM/mrg

Attachments

**City of Kingsport – Procurement Department
225 W. Center Street, Kingsport, TN 37660
Phone – (423) 229-9419 Fax – (423) 224-2433**

INVITATION TO BID

Sealed bids for the following project will be received by the Procurement Manager until 4:00 P.M., Eastern Time, January 31, 2018, and at that time publicly opened in the Council Room, City Hall. All bids will be considered for award or rejection at a later date.

PROJECT: Landscape Maintenance Services

A Pre-Bid Conference will be held in the Public Works Conference Room, 609 W. Industry Dr., Kingsport, TN at 10:00 A.M., Eastern Time, January 24, 2018.

A bid bond or certified check in an amount equal to five percent (5%) of the total of the bid is required. Certified checks should be made payable to City Treasurer, City of Kingsport. The successful bidder will be required to execute acceptable Performance and Payment Bonds in an amount equal to one hundred (100%) percent of the contract price.

All bidders must be licensed Contractors as required by the Contractors Licensing Act of 1994 (TCA Title 62, Chapter 6). No bid will be opened unless the outside of the sealed envelope containing the bid provides the following information: the Contractor's license number, the date of the license's expiration, and a quotation of that part of his classification applying to the bid; the Geothermal, HVAC, Masonry, Plumbing, Mechanical and Electrical subcontractor's license number, each date of the license expiration and that part of each classification applying to the bid if the value of work is \$25,000 or greater; (\$100,000.00 or greater for Masonry) if value of the subcontractor's work is less than \$25,000, (\$100,000.00 for Masonry), the bid envelope is to be indicated with the phrase "Subcontractor's bid is less than \$25,000" (\$100,000.00 for Masonry) after each appropriate heading. If no Subcontractor's are being used, the outside of the envelope must state, "No Subcontractors are being used on this project".

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

No submitted bids may be withdrawn for a period of sixty (60) days after the scheduled closing time for receipt of bids. All bids shall be signed, sealed and addressed to the Procurement Manager, City of Kingsport, 225 W. Center St., Kingsport, TN 37660, and marked "Landscape Maintenance Services" The City by its governing regulations reserves the right to accept or reject any or all bids received, to waive any informalities in bidding and to re-advertise.

PUB IT: 01/17/18

Tilden J. Fleming
City Manager

I propose to commence the work within 7 calendar days after notification of acceptance of bid and complete the work as specified by the City.

LIQUIDATED DAMAGES

N/A

My Terms are AS PER BID DOCUMENT.

The bidder hereby agrees that the Board of Mayor and Aldermen have the right to reject any and all bids received and to waive any informalities.

Certified check or bid bond is herewith deposited with the City Treasurer, in the sum of 5% of the total bid amount, made payable to the order of City Treasurer of the City of Kingsport, Tennessee, with the understanding that if the bid herewith submitted is rejected, the said check will be returned to the bidder; and if the said bid is accepted by the City of Kingsport, check will be returned to the bidder upon the execution and securing of a contract to do the said work. If awarded the contract to this work, and the bidder refuses or neglects to execute a written contract to do the same and furnish security in the amount required within ten days after being notified that the contract has been awarded to him the certified check shall be forfeited to the City as liquidated damages for such neglect or refusal, and the amount so collected shall be paid into the fund set aside for the City's portion of the cost of the proposed improvement.

The successful contractor shall provide for workman's compensation and comprehensive general public liability insurance in amounts acceptable to the City. The contractor will furnish comprehensive automobile liability insurance and insurance in such form as shall be satisfactory to the City. The contractor shall furnish owner's liability insurance to defend, indemnify and save harmless the City of Kingsport from any and all claims and suits for injury to persons or property arising out of the performance of the contract caused in any way by the acts or omissions of the contractor or the contractor's agents, employees, or subcontractor during or in connection with the contract work, excepting bodily injury or death or property damage caused by the sole negligence of the owner, its agents or employees.

We have read and acknowledge the requirements of owner's liability insurance to save and defend the City harmless.

We acknowledge receipt of 0 addendum(s) to this project.

BID TO BE SUBMITTED IN DUPLICATE



HANDWRITTEN Signature of Authorized
Representative

1/30/2018
Date

PREMIER LANDSCAPES INC. DBA PREMIER LANDSCAPES INC.
FIRM

52306
Tennessee Contractor's License Number

BID MUST BE SIGNED TO BE CONSIDERED

BID FORM

LANDSCAPE MAINTENANCE SERVICES

TO: OWNER: City of Kingsport
ADDRESS: Procurement Manager, City of Kingsport,
225 West Center Street
Kingsport, TN 37660

FROM:
BIDDER: PREMIER LANDSCAPES INC. DBA PREMIER LANDSCAPES INC.

ADDRESS: PO BOX 1697

CITY / STATE / ZIP: KINGSFORT, TENNESSEE, 37662

TELEPHONE: 423.248.7977

LICENSE NO: 52306

LICENSE EXPIRATION DATE: 3/31/2017

THE ABOVE STATED BIDDER IS:

☐ AN INDIVIDUAL

☒ A CORPORATION

☐ A PARTNERSHIP

☐ A JOINT VENTURE CONSISTING OF:

AND IS LICENSED TO DO BUSINESS IN THE STATE OF TENNESSEE FOR THE WORK SPECIFIED.

1. Having examined the specifications and any addenda prepared by the City of Kingsport entitled "Landscape Maintenance Services", having visited the sites of the proposed work and being completely familiar with the local conditions affecting the cost of the work .
2. I, (We) propose to execute the portion of the work identified as "Base Bid" for the stipulated sum of:
(sums shall be in written and numerical form)

Lump Sum Base Bid (Areas 1-19) ONE HUNDRED THIRTY THOUSAND DOLLARS AND ZERO CENTS

_____ DOLLARS. (\$ 130,000).

3. The undersigned agrees to perform ALL the work described by the "Specifications".
4. The undersigned agrees to commence work under this contract within seven days of after receipt of notice to proceed.
5. The undersigned agrees that this bid shall be good and may not be withdrawn for a period of (60) sixty calendar days after the scheduled closing time for receiving bids
6. The undersigned upon receipt of written notice of the acceptance of this bid, agrees to deliver, to the owner or his agent, the architect, the required performance bond, labor and material payment bond and certificate of insurance in accordance with the specifications. A 5% bid bond will be required.
7. The undersigned hereby acknowledges the receipt of:

ADDENDA NO.

DATE

BID FORM - ATTACHMENT

PROJECT: Landscape Maintenance Services

CHRIS KELSO, being first duly sworn, deposes and says
that:

(1) He is

of PREMIER LANDSCAPES INC. DBA PREMIER LANDSCAPES INC.
the Bidder that has submitted the attached bid;

(2) He is fully informed respecting the preparation and contents of the attached bid and of all pertinent circumstances respecting, such bid,

(3) Such bid is genuine and is not a collusive or sham bid;

(4) Neither the said Bidder nor any of its officers, partners, owners, agents, representatives, employees or parties in interest, including this affiant, has any way colluded, conspired, connived or agreed, directly with any other Bidder, firm or person to submit a collusive or sham bid in connection with the Contract for which the attached Bid has been submitted or to refrain from bidding in connection with such Contract, or has in any manner, directly, or indirectly, sought by agreement or collusion or communication or conference with any other Bidder, firm, or person to fix the price or prices in the attached Bid or of any other Bidder, or to fix any overhead, profit or cost element of the Bid Price or the Bid Price of any other Bidder, or to secure through any collusion, conspiracy, connivance or lawful agreement any advantages against the City of Kingsport, or any person interested in the proposed Contract; and

(5) The price or prices quoted in the attached Bid are fair and proper and are not tainted by any collusion, conspiracy, or parties in interest, including this affiant.

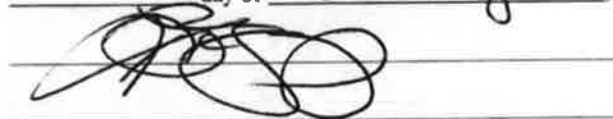


MANAGER

Title

Subscribed and sworn to before me this

30th day of January, 2018



Title Notary Public

My commission expires 6/24/2020



Affidavit

STATE OF TENNESSEE
COUNTY OF SULLIVAN

**DRUG-FREE WORKPLACE AFFIDAVIT
OF PRIME BIDDER**

NOW COMES AFFIANT, who being duly sworn, deposes and says:

1. He/She is the principal officer for PREMIER LANDSCAPES INC. DBA PREMIER LANDSCAPES INC. ;
2. That the bidding entity has submitted a bid to CITY OF KINGSPORT
for the construction of LANDSCAPE MAINTENANCE SERVICES ;
3. That the bidding entity employs no less than five (5) employs;
4. That Affiant certifies that the bidding entity has in effect, at the time of submission of its bid to perform the construction referred to above, a drug-free workplace program that complies with 350-9-113, Tennessee Code Annotated.
5. That this affidavit is made on personal knowledge.

Further Affiant saith not.



AFFIANT

SUBSCRIBED AND SWORN TO before me this 30th day of January, 200 2018





NOTARY PUBLIC

My commission expires: 6/24/2020

DRUG-FREE WORKPLACE

If **CONTRACTOR** has five or more employees receiving pay: **CONTRACTOR** shall have a drug-free workplace program that complies with Title 50, Chapter 9 of the Code of Tennessee, shall obtain a certificate of compliance with the applicable portions of the Drug-Free Workplace Act from the Department of Labor and Workforce, and shall provide the Affidavit required by Public Acts, 2000, Chapter 918. **CONTRACTOR** shall ensure that it is in compliance with Public Acts, 2000, Chapter No. 918.

The City of Kingsport complies with Chapter 693 of the Public Acts of 2002 - The City of Kingsport operates a program that provides for testing of certain employees for workplace use of drugs and alcohol. The program is limited to those employees required by federal law to be tested. This law, known as the Omnibus Transportation Employee Testing Act of 1991, primarily covers certain employees who operate vehicles requiring a commercial drivers license or who work on vehicles the operation of which require a commercial drivers license.

IRAN DIVESTMENT ACT AFFIDAVIT

As per Tennessee Code Annotated, Title 12, and effective July 1, 2016:

By submission of this bid, each bidder and each person signing on behalf of any bidder certifies, and in the case of a joint bid, each party thereto certifies as to its own organization, under penalty of perjury, that to the best of its knowledge and belief that each bidder is not on the list created pursuant to § 12-12-106.



Signature



Date

City of Kingsport, Tennessee
Landscape Maintenance Services
2018 Specifications

Statement of Intent

The Landscape Maintenance Contractor shall anticipate that the City of Kingsport expects the landscape maintenance at these sites to be of the highest quality possible and shall be professionally managed, executed, and performed by experienced personnel.

Scope of Work – All Areas

The Landscape Maintenance Contractor shall provide all materials, equipment, and labor required to perform all tasks identified within these specifications. The landscape Contractor is expected to perform the described work a minimum of every two weeks during the growing season except for the required Spring and Fall clean-ups to be done once a year.

Locations

- Area 1 – The triangular landscaped bed near the entrance of the Exit 4, I-26/Wilcox Drive ramp
- Area 2 – The large existing landscaped bed halfway down the Exit 4 ramp from I-26 towards Wilcox Drive/J. B. Dennis Highway
- Area 3 – The landscaped bed around the trees near the end of Exit 4 ramp from I-26 near J. B. Dennis Highway
- Area 4 – The median of Wilcox Drive near the intersection of J. B. Dennis Highway
- Area 5 – The landscaped bed around the Welcome to Kingsport Sign on the east side of Wilcox Drive near the intersection of J.B. Dennis Highway
- Area 6 – The landscaped bed in front of the wetland area on the east side of Wilcox Drive along the north side of J. B. Dennis Highway
- Area 7 – The landscaped bed in front of the brick house at the intersection of Wilcox Drive and J. B. Dennis Highway
- Area 8 – The landscaped beds on the Northwest side of the intersection of Wilcox Drive and J. B. Dennis Highway
- Area 9 - The 911 center located on Unicoi Street (Both inside and outside the fenced area)
- Area 10 - The entire landscaped median of Eastman Road
- Area 11 - All of the landscaped areas in the Middle of Broad Street from and including Church Circle to Main Street
- Area 12 – The entire landscaped median of Memorial Blvd. from Fort Henry Drive to Center Street/Warpath Drive
- Area 13 – All Landscaped areas of Carousel Park (Inside and outside of the fence, including landscaped bed at intersection of Center Street and Clinchfield Street)

- Area 14 – All landscaped and tree planted areas at the interchange of Stone Drive and J.B. Dennis Highway
- Area 15 - All landscaped and tree planted areas at the interchange of Memorial Blvd. and J.B. Dennis Highway
- Area 16 - All landscaped and tree planted areas at the interchange of Fort Henry Drive and J.B. Dennis Highway
- Area 17 – All landscaped and tree planted areas at the intersection of Stone Drive and Netherland Inn Road
- Area 18 – The entire landscaped median of Stone Drive from Eastman Road to Indian Trail Drive
- Area 19 – Lynn Garden Drive/US 23 Interchange (Both Sides of the Road)

Scope of Work for Areas

A. Weed Control

1. At each visit hand-pull or spray any visible weeds from landscaped bed areas. In addition, the tops of any weeds over 6 inches in height must also be physically removed as not to cause an unsightly appearance.
2. Any visible weeds growth along the curb line, sidewalks, roads, or parking area (if present and in contact with the landscaped bed) must be removed or sprayed as not to cause an unsightly appearance.
3. Care must be taken to ensure no damage to the surrounding trees, shrubs, groundcover, perennials or turf occurs during any maintenance efforts.

B. Pesticide Applications

1. All pesticide applications must performed by a company Chartered by the Tennessee Department of Agriculture.
2. All pesticides (restricted and/or non-restricted) shall only be applied by a Tennessee Department of Agriculture Certified Applicator.
3. All pesticide applications must be in strict accordance with the manufacturer's recommendations as well as all Local, State and Federal regulations.
4. Weather conditions must be conducive for all pesticide applications.
5. All pesticide applications must be documented in writing and submitted to the City Representative on a monthly basis and shall contain at minimum the following information:
 - a. Application date(s)
 - b. Application site(s)
 - c. Applicator(s) name
 - d. Target pest(s)
 - e. Object(s) treated
 - f. Pesticide(s) used
 - g. Total use dilution volume
 - h. Application rate(s)
 - i. Dilution percentage/rate(s)

C. Watering

1. The Landscape Contractor shall be responsible for monitoring the moisture levels in the bed areas and report to the City Representative any problems that may be present during the maintenance visits.

D. Tree, Shrub, Ornamental Grasses, Groundcover, and Perennial Care

1. Trees

- a. At each visit inspect for any signs of pests, diseases, or other issues, notifying the City Representative of any major findings. Implement appropriate control measures including physical removal or chemical controls as needed.
- b. At each visit remove all sucker growth from tree trunks. Pruning cuts shall be made in an appropriate manner as not to further damage the trees.
- c. Notify City Representative of any dead, dying, or major damage in the trees. The entire tree is only to be removed upon request.
- d. All trees must be maintained in a stable upright position by means acceptable to the City Representative.

2. Shrubs

- a. At each visit inspect for any signs of pests, diseases, or other issues, notifying the City Representative of any major findings. Implement appropriate control measures including physical removal or chemical controls as needed.
- b. At each visit prune away any wayward, dead, or broken branches.
- c. Notify City Representative of any dead, dying, or major damage. The entire shrub is only to be removed upon request.
- d. Periodically, but only as necessary, some shrubs may require a hard pruning to achieve adequate vehicular line-of-sight for traffic or signs. However, this shall be done only upon direction of the City Representative.

3. Ornamental Grasses

- a. At each visit inspect for any signs of pests, diseases, or other issues, notifying the City Representative of any major findings. Implement appropriate control measures including physical removal or chemical controls as needed.
- b. At each visit prune away any wayward, dead, or broken blades.
- c. Notify City Representative of any dead, dying, or major damage. The entire plant is only to be removed upon request.
- d. Periodically, but only as necessary, the ornamental Grass may require a hard pruning to achieve adequate vehicular line-of-sight for traffic or signs. However, this shall be done only upon direction of the City Representative.

4. Groundcover

- a. At each visit inspect for any signs of pests, diseases, or other issues, notifying the City Representative of any major findings. Implement appropriate control measures including physical removal or chemical controls as needed.
- b. At each visit prune away any wayward, dead, or broken growth.
- c. Notify City Representative of any dead, dying, or major damage. The entire plant is only to be removed upon request.

5. Perennials

- a. At each visit inspect for any signs of pests, diseases, or other issues, notifying the City Representative of any major findings. Implement appropriate control measures including physical removal or chemical controls as needed.
- b. At each visit prune away any wayward, dead, or broken growth.
- c. Notify City Representative of any dead, dying, or major damage. The entire plant is only to be removed upon request.

E. Mulch

1. Landscaped beds shall only be mulched with a clean, fresh layer of shredded pine bark mulch. Mulch shall be applied as to appear to be level and of a consistent layer over the entire bed.
2. All mulched beds must be maintained at a depth of no less than two (2) inches and no greater than four (4) inches.
3. Care must be taken to prevent contact with the trunks of any trees.
4. At times the Landscape Maintenance Contractor may need to re-edge and reapply mulch to the beds if there are any issues of mulch washing out of the bed area.
5. All trees under 1 foot in diameter will also need to be mulched in these areas even if in turf areas.

F. Spring Clean-up (To be performed once during the contract cycle)

1. Edging

- a. Edge all landscape beds along all vertical curbs and along any existing sidewalks to prevent run off of mulch
- b. Edge all landscape beds that are in contact with a turf area to define bed, prevent wash-out, and to make a smooth mowing line for turf management.

2. Mulching

- a. Shredded Pine Bark Mulch shall be applied a rate of no less than 1 cubic feet of product per 6 square feet each spring. Once applied, all beds must have a mulch depth of no less than (2) inches and no greater than four (4) inches
- b. Mulch shall be applied as to appear to be level and of a consistent layer over the entire bed.
- c. Care must be taken to prevent contact with the trunks of any trees.

3. Fertilization

- a. All plant material shall be fertilized with a low nitrogen, slow release product agreed upon by the Landscape Contractor and the City Representative.
- b. Fertilizer applications must be fully documented and submitted to the City Representative as to type, rate of application and total amount used.

4. Pruning

- a. General - All plant material shall be properly pruned to promote a natural look, remove any unwanted growth, and to remove any wayward, dead, or damaged branches. Proper pruning cuts shall be made as to avoid damaging the plant, promote healing, and develop proper structure.
- b. Trees – Trees shall be pruned as needed such that no branches/limbs interfere with proper use of sidewalks, parking areas and roadways. It should also ensure that all roadway signage remains visible to traffic. At no time shall any tree be topped. Crepe

Myrtles (if present) may require the removal of seed heads and/or crown reduction to promote flowering.

- c. Shrubs – Any Spring flowering shrubs shall be pruned, but at a date after the blooms are spent.
- d. Ornamental Grasses – Removal of all seed heads as well as removal of last year's growth to just above the base of the plant
- e. Groundcover – May include removal of any growth over curb line, growth outside of bed, or sidewalk
- f. Perennials – To include any spent seed heads and any of last year's spent growth.

5. Leaf Collection

- a. Collect and remove any previous leaf debris accumulation from all landscape bed areas.

G. Fall Clean-up (To be performed once during the contract cycle)

1. Edging

- a. Edge all landscape beds along all vertical curbs and along any existing sidewalks to prevent run off of mulch
- b. Edge all landscape beds that are in contact with a turf area to define bed, prevent wash-out, and to make a smooth mowing line for turf management.

2. Mulching

- a. No Fall Mulching shall be required

3. Fertilization

- a. No Fall Fertilization shall be required

4. Pruning

- a. General - All plant material shall be properly pruned to promote a natural look, remove any unwanted growth, and to remove any wayward, dead, or damaged branches. Proper pruning cuts shall be made as to avoid damaging the plant, promote healing, and develop proper structure.
- b. Trees – Trees shall be pruned as needed such that no branches/limbs interfere with proper use of sidewalks, parking areas and roadways. It should also ensure that that all roadway signage remains visible to traffic. At no time shall any tree be topped.
- c. Shrubs - Prune away any wayward, dead, or broken branches. No major pruning should occur on shrubs that have set bloom for the following season.
- d. Ornamental Grasses – Prune away any wayward, dead, or broken blades
- e. Groundcover – May include removal of any growth over curb line, growth outside of bed, or sidewalk
- f. Perennials – To include any spent seed heads and any of last year's spent growth.

5. Leaf Collection – After all leaves have fallen, rake or blow and collect leaf debris accumulation from all landscape bed areas.

H. Trash Removal and Cleanup

- 1. At each visit all litter, trash and unwanted debris will be removed from the landscaped beds and immediately surrounding areas (Minimum of 5 feet).
- 2. All litter and debris created by any of the above functions will be transported from the site and disposed at the Landscape Contractor's expense.

I. Traffic Control

1. Effective means for controlling pedestrian and vehicular traffic shall be instituted on every job site where necessary in accordance with U.S. Department of Transportation (DOT) Manual on Uniform Traffic Control Devices (MUTCD), and/or applicable state and local laws and regulations.

J. Irrigation

1. There is currently no irrigation systems within the landscaped beds included in these bids.

K. Guarantee

1. The Landscape Maintenance Contractor shall replace or repair, at the Contractor's expense, any plants or turf as a result of the Contractor's direct actions or failure to act to maintain the landscape beds and surrounding areas as expected and spelled out in these bids.

L. Renewal Option

1. The contract will be awarded for a period of one year with a renewal option on an annual basis in one year increments providing all terms, conditions and costs are acceptable to both parties. The City reserves the right to rebid at the end of any contract period.

Bid or
Proposal
Bond

Westfield Insurance Company

Westfield Insurance® 1 Park Circle, P O Box 5001,
Westfield Center, Ohio 44251-5001 Toll Free 800-243-0210

KNOW ALL MEN BY THESE PRESENTS, that we, Premier Landscapes, Inc dba Premier Landscapes, Inc.
_____, as Principal, and
the Westfield Insurance Company, an Ohio Corporation, with its principal office at Westfield
Center, Ohio, as Surety, are held and firmly bound unto City of Kingsport (Procurement Manager, City of Kingsport -
225 West Center Street, Kingsport, TN 37660), as Obligee, in
the penal sum of \$6,500 (Six Thousand, Five Hundred and 00/100) DOLLARS.

lawful money of the United States of America, for the payment of which, well and truly to be made, we bind
ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these
presents.

WHEREAS the said Principal is herewith submitting a bid or proposal for Landscape Maintenance Services
(Various Locations)

NOW THEREFORE, the condition of the above obligation is such, that if the said Principal shall execute a
contract and give bond for the faithful performance thereof, if required by the contract, or if the Principal or Surety
shall pay the Obligee the difference, not exceeding the penal sum hereof, between the amount of the contract entered
into in good faith to perform the work to which the bid or proposal relates and the amount bid or proposed by the
Principal, then this obligation shall be void; otherwise it shall remain in full force and effect.

SIGNED this 30th day of January, 2018

Premier Landscapes, Inc dba Premier Landscapes, Inc
Principal

By: Jarrod Reed
Jarrod Reed, President

Westfield Insurance Company

By: Benjamin P. Christian, Attorney-in-fact

MINUTES
BID OPENING
January 31, 2018
4:00 P.M.

Present: Brent Morelock, Assistant Procurement Manager; Michelle Ramey, Assistant Procurement Manager, Schools; and Lewis Bausell, Landscape Specialist

The Bid Opening was held in the Council Room, City Hall.

The Assistant Procurement Manager opened with the following bids:

LANDSCAPE MAINTENANCE SERVICES	
Vendor:	Total Cost:
Boehm Landscape Management, Inc.	\$149,000.00
Premier Landscapes, Inc. dba Promier Landscapes, Inc.	\$130,000.00

The submitted bids will be evaluated and a recommendation made at a later date.



www.premierlandscapes.com

Premier Landscapes, Inc.
PO Box 1697
Kingsport, TN 37662

Phone: 423-246-7977
Email: chris@premierlandscapes.com
Fax: 423-246-7903

January 14th 2019

Dear Brent Morelock,


We agree to extend Landscape Maintenance Services (For Various Locations) in 2019 at the 2018 price.

We appreciate your business.

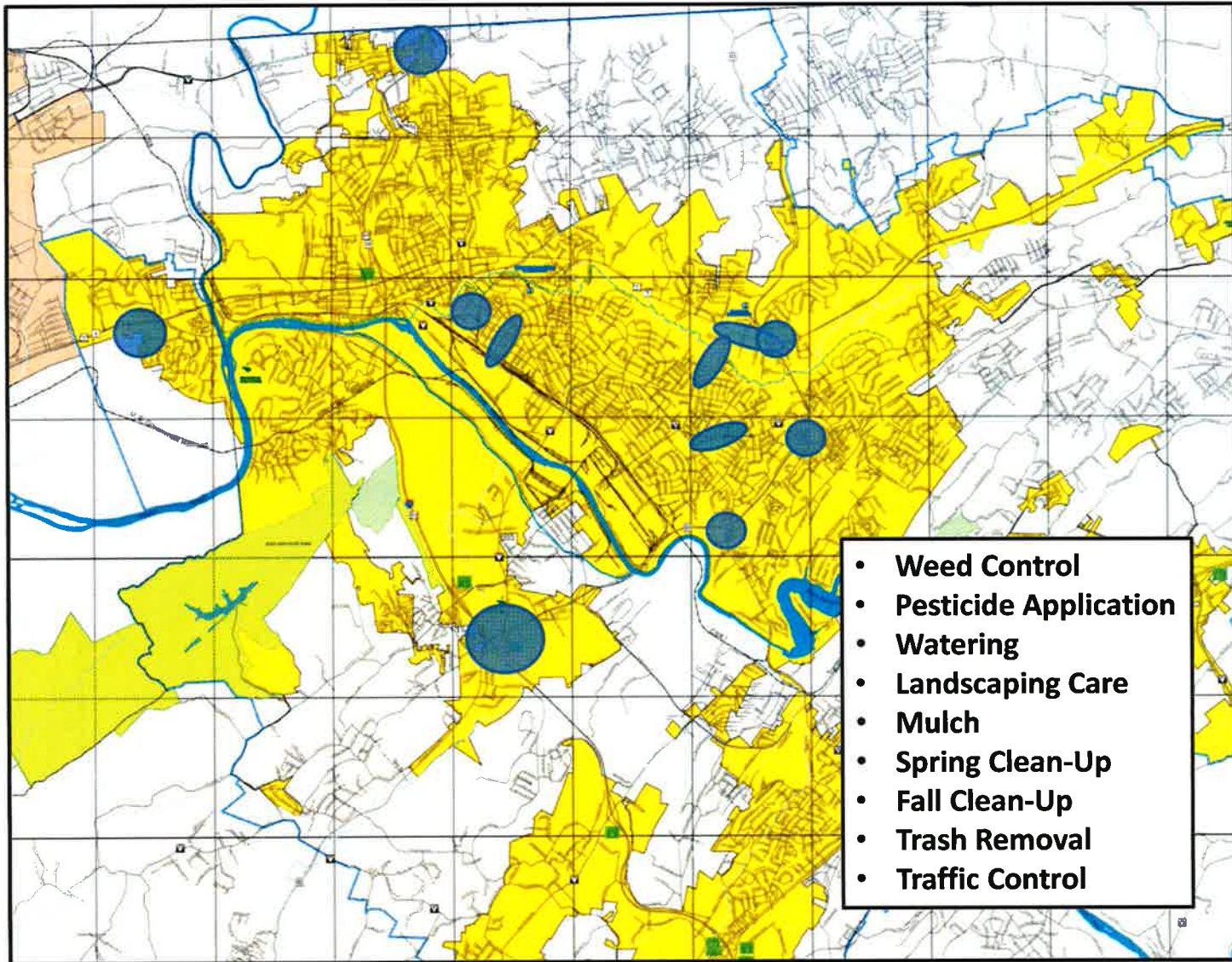
Chris Kelso
Premier Landscapes Inc.

Memorandum

January 13, 2019

To: Brent Morelock, Procurement Manager
From: Lewis A. Bausell, Landscape Specialist 
Subject: Landscape Maintenance Contract

The Streets and Sanitation Department hereby recommends that the Landscaping Contract) with last year's low bidder (Promier Landscaping, Inc.) be extended through calendar year 2019. We have had no issues with their work and care of these areas during 2018. It is also my understanding that they would be willing to continue these services at the same cost (\$130,000) as 2018. Money is available in the Kingsport AEP Enhancement line item GP1824 until depleted at which time GP1915 will be available for use. This action would help prevent any increases in cost and save the City time and monies by not rebidding. Please let me know if you need any additional information or have any questions. Thank you for all of your help and guidance in this issue.





AGENDA ACTION FORM

Award the Bid for the Kingsport Aquatic Center New Outdoor Pool & Expansion Project# AQ1800

To: Board of Mayor and Aldermen
From: Jeff Fleming, City Manager

Action Form No.: AF-24-2019
Work Session: February 5, 2019
First Reading: N/A

Final Adoption: February 5, 2019
Staff Work By: Sid Cox
Presentation By: Chris McCart

Recommendation:

Approve the Resolution.

Executive Summary:


As part of the FY 2018 and FY 2019 CIP, the BMA approved the design and construction of a new outdoor pool, shaded pavilion, additional outdoor restrooms, administrative area, and other amenities at the Kingsport Aquatic Center. Design Services were provided by Lose & Associates, Inc., the original company who designed the Kingsport Aquatic Center facility.

Bids were opened on January 24, 2019 for Project# AQ1800. There were a total of 5 bids received. Bids ranged from a low bid including all alternates of \$2,054,600 to a high bid including all alternates of \$2,190,700. The lowest, responsible bidder was, BurWil Construction Company with a total bid of \$2,054,600, including all alternates.

Staff recommends awarding the base bid plus alternates 1, 2, 3 and 4 (administrative offices, outdoor pavilion, walk-in freezer/restroom buildout, and screen wall) to BurWil Construction Company in the amount of \$2,041,600 plus a 6% contingency of \$122,496, for a total cost of \$2,164,096.

Attachments:

1. Resolution
2. Bid Tabulation
3. Supplemental Information

Funding source appropriate and funds are available: 

	Y	N	O
Adler	—	—	—
Begley	—	—	—
Cooper	—	—	—
George	—	—	—
McIntire	—	—	—
Olterman	—	—	—
Clark	—	—	—

RESOLUTION NO. _____

A RESOLUTION AWARDDING THE BID FOR THE KINGSPORT AQUATIC CENTER NEW OUTDOOR POOL AND EXPANSION CONSTRUCTION PROJECT TO BURWIL CONSTRUCTION COMPANY AND AUTHORIZING THE MAYOR TO SIGN AN AGREEMENT FOR THE SAME AND ALL DOCUMENTS NECESSARY AND PROPER TO EFFECTUATE THE PURPOSE OF THE AGREEMENT

WHEREAS, bids were opened January 24, 2019, for the Kingsport Aquatic Center New Outdoor Pool and Expansion construction project; and

WHEREAS, upon review of the bids, the board finds BurWil Construction Company is the lowest responsible compliant bidder meeting specifications for the particular grade or class of material, work or service desired and is in the best interest and advantage to the city, and the City of Kingsport desires to enter into a contract for the construction of the new outdoor pool and expansion, including administrative offices, a pavilion, walk-in freezer/restroom buildout, and a screen wall from BurWil Construction Company at an estimated construction cost of \$2,041,600.00; and

WHEREAS, funding is identified in project numbers AQ1800;

Now therefore,

BE IT RESOLVED BY THE BOARD OF MAYOR AND ALDERMEN AS FOLLOWS:

SECTION I. That the bid for the Kingsport Aquatic Center New Outdoor Pool and Expansion construction project, including administrative offices, a pavilion, walk-in freezer/restroom buildout, and screen wall at an estimated cost of \$2,041,600.00 is awarded to BurWil Construction Company, and the mayor is authorized to execute an agreement for same and all documents necessary and proper to effectuate the purpose of the agreement.

SECTION II. That the board finds that the actions authorized by this resolution are for a public purpose and will promote the health, comfort and prosperity of the public.

SECTION III. That this resolution shall take effect from and after its adoption, the public welfare requiring it.

ADOPTED this the 5th day of February, 2019.

JOHN CLARK, MAYOR

ATTEST:

JAMES H. DEMMING, CITY RECORDER

APPROVED AS TO FORM:

J. MICHAEL BILLINGSLEY, CITY ATTORNEY

MINUTES
BID OPENING
January 24, 2019
4:00 P.M.

Present: Nikisha Eichmann, Assistant Procurement Manager; Michelle Ramey, Assistant Procurement Manager – Schools; Dawn Melton, Project Manager Engineering; Sid Cox; Community Services Business Manager; Kari Matheney; Aquatics Center Director; and Sean Guth, Lose Design

The Bid Opening was held in the Council Room, City Hall.

The Assistant Procurement Manager opened with the following bids:

KINGSPORT AQUATICS CENTER EXPANSION					
Vendor:	J.E. Green Co.	BurWil Const. Co.	Armstrong Const. Co.	GoinsRashCain, Inc.	Preston Const. Co.
Base Bid:	N/A	\$1,589,000.00	\$1,608,000.00	\$1,583,000.00	\$1,719,000.00
Rock Removal/Ton:	N/A	\$ 235.00	\$ 560.00	\$ 110.00	\$ 150.00
Removal & Backfill of Soil/Cubic Yard:	N/A	\$ 75.00	\$ 50.00	\$ 65.00	\$ 60.00
Alternate #1:	N/A	\$ 250,000.00	\$ 283,900.00	\$ 305,600.00	\$ 274,000.00
Alternate #2:	N/A	\$ 132,000.00	\$ 129,200.00	\$ 146,900.00	\$ 127,500.00
Alternate #3:	N/A	\$ 61,000.00	\$ 90,000.00	\$ 72,700.00	\$ 46,000.00
Alternate #4:	N/A	\$ 9,600.00	\$ 12,150.00	\$ 10,800.00	\$ 11,000.00
Alternate #5:	N/A	\$ 13,000.00	\$ 14,600.00	\$ 13,000.00	\$ 13,200.00
Comments:	Cannot accept bid due to incorrect bid form being utilized and no acknowledgement of addendums.	N/A	N/A	N/A	N/A

The submitted bids will be evaluated and a recommendation made at a later date.

KINGSFORD AQUATIC CENTER EXPANSION

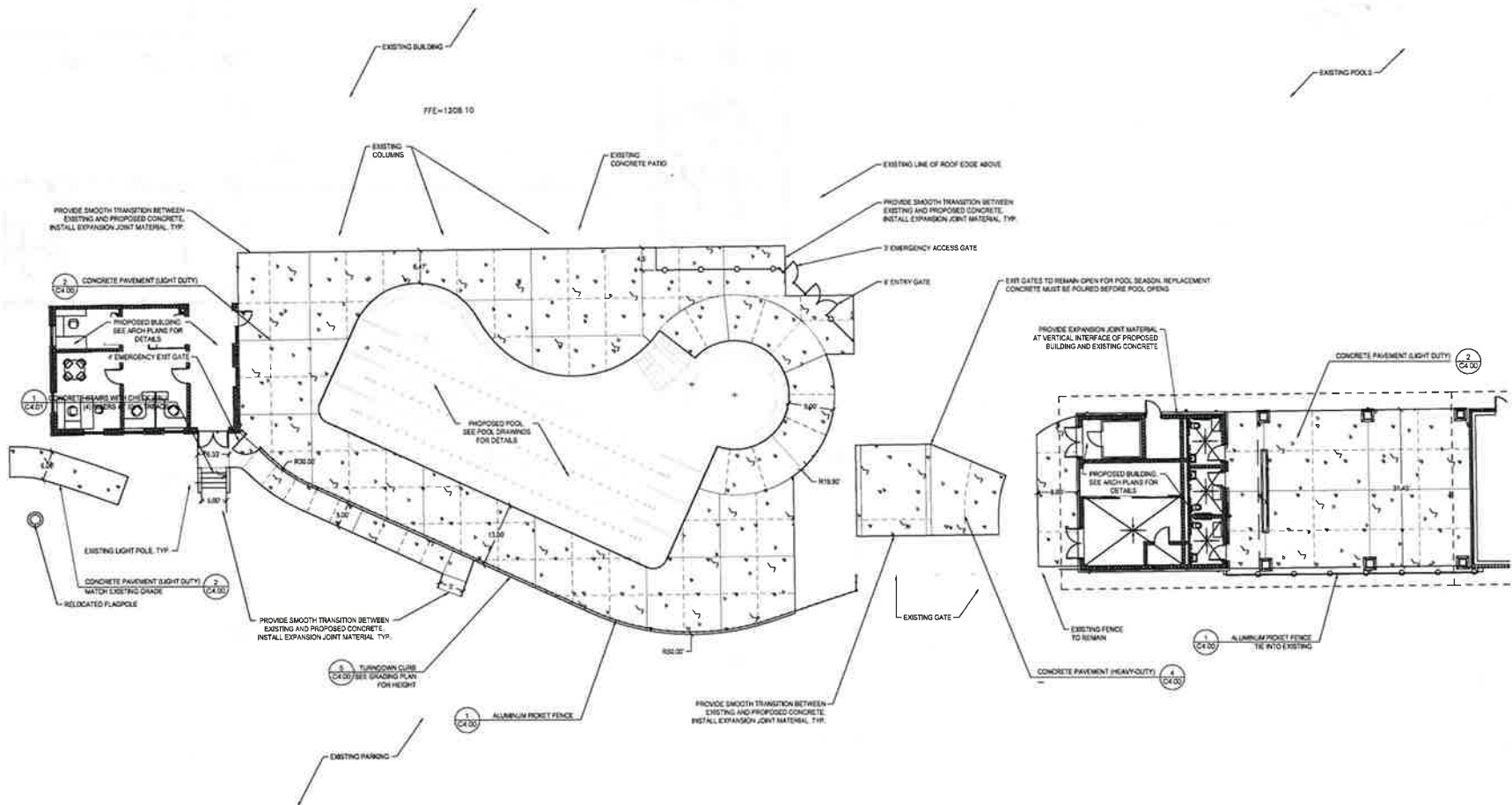
PREPARED FOR:
CITY OF KINGSFORD, IN

NO.	DATE	DESCRIPTION
1	01/11/2018	ISSUED FOR PERMIT
2	01/11/2018	CONSTRUCTION CONTRACT
3		
4		
5		
6		
7		
8		
9		
10		

SHEET TITLE
SITE LAYOUT PLAN

PROJECT NO.	DATE
03/2018	11/17/2018
DRAWN BY	SCALE
RB	1" = 10'
CHECKED BY	
JAB	
SHEET NO.	

C1.00



LAYOUT INFO LEGEND

DETAIL TAG DESCRIPTION	CONTROL JOINT
	EXPANSION JOINT
	LIGHT DUTY CONCRETE
	HEAVY DUTY CONCRETE

LAYOUT NOTES:

1. INSTALL JOINTS WHERE SHOWN ALONG WALLS, BUILDINGS, RAILS, ETC. EVENLY SPACE BETWEEN ELEMENTS AS SHOWN. PROVIDE EXPANSION JOINTS BETWEEN CONCRETE PAVEMENT AND VERTICAL ELEMENTS (WALLS, CURBS, ETC.).
2. LAYOUT ALL CURVES SMOOTHLY WITH NO ABRUPT CHANGES AT TANGENT POINTS.
3. CONTRACTOR TO TAKE ALL PRECAUTIONS TO FIND AND AVOID SITE UTILITIES. ALL UTILITIES ARE NOT SHOWN ON DRAWING. VERIFY LOCATIONS AND CONSIDER SUCH WHEN ESTIMATING.
4. CONTRACTOR SHALL SUBMIT SHOP DRAWINGS OF ALL FENCING MATERIALS FOR OWNER AND DESIGNER'S APPROVAL PRIOR TO INSTALLATION.
5. SEE SHEET C0.01 FOR GENERAL NOTES.
6. DURING THE OPERATING SEASON FOR THE OUTDOOR POOL, ACCESS TO CONSTRUCTION AREA WILL NOT BE ALLOWED FROM POOL DECK DURING POOL OPERATING HOURS.



SCALE: 1" = 10'