



**AGENDA ACTION FORM**

**Consideration of a Resolution Awarding the Bid for the Lincoln Elementary School HVAC Replacement Project to HVAC, Inc. and Authorizing the Mayor to Sign All Necessary Documents**

To: Board of Mayor and Aldermen  
From: Chris McCartt, City Manager *CM*

Action Form No.: AF-352-2023  
Work Session: November 20, 2023  
First Reading: N/A  
Final Adoption: November 21, 2023  
Staff Work By: Committee  
Presentation By: David Frye

**Recommendation:**  
Approve the Resolution

**Executive Summary:**  
The City of Kingsport issued an Invitation to Bid on September 20, 2023, for the Lincoln Elementary School HVAC Replacement. On October 18, 2023, the Procurement Manager received four bids. The lowest compliant base bid was \$2,925,950.00 from HVAC, Inc. Brian Alderson of Thompson & Litton has reviewed the bids and recommends moving forward with a contract with HVAC, Inc., for the base bid amount of \$2,925,950.00 and the alternate of replacing existing diffusers for \$38,160.00 for a total contract price of \$2,964,110.00.

The total cost of this project will be \$3,277,457.00 (detail given below). Funding will be from ESSER 3.0 and GP2302 Schools HVAC Replacements Project.

Architect Fee	\$ 135,500.00
Construction Costs	2,964,110.00
6% Contingency	177,847.00
Total Costs	\$ 3,277,457.00

The administration recommends entering into an agreement with HVAC, Inc., for the Lincoln Elementary School HVAC Replacement in the amount of \$2,964,110.00 and authorizing a 6% contingency of \$177,847.00.

**Attachments:**  
Resolution  
Bid Tab

	<u>Y</u>	<u>N</u>	<u>O</u>
Cooper	—	—	—
Duncan	—	—	—
George	—	—	—
Montgomery	—	—	—
Olterman	—	—	—
Phillips	—	—	—
Shull	—	—	—