



**THOMPSON  
& LITTON** EST. 1936  
ENGINEERS ARCHITECTS

November 14, 2023

Mr. David Frye  
Chief Finance Officer  
Kingsport City Schools  
400 Clinchfield Street, Suite.200  
Kingsport Tennessee 37660

Re: Mechanical Replacement and Associated Upgrades for Lincoln Elementary School and  
Mechanical Replacement and Associated Upgrades for Andrew Johnson Elementary School  
T&L Project Nos. 17254 and 17255

Dear Mr. Frye,

This letter will serve to inform you that Thompson & Litton, Inc. has reviewed the bids and found them to be in accordance with the contract documents.

In addition, I have spoken with HVAC, Inc. (Low bid on the Mechanical Replacement and Associated Upgrades for Lincoln Elementary School) and S.B. White Company, Inc. (Low bid on the Mechanical Replacement and Associated Upgrades for Andrew Johnson Elementary School) concerning their bids. Both companies inform me that that they have everything included in their bids including the allowances identified in the bid documents.

Based on the above, Thompson & Litton, Inc. recommends that the Kingsport City Schools move forward with these projects. Thompson & Litton recommends that the Kingsport City Schools consult with its financial advisor and legal counsel for their respective input and recommendations regarding these bids, as well as any other criteria that they may feel are appropriate in making a final determination of award.

If you have any questions in this regard, please do not hesitate to contact me.

Sincerely,

Brian C. Alderson, AIA LEED AP NCARB  
Project Architect

**BID OPENING MINUTES**

October 26, 2023

4:00 P.M.

Present: Brent Morelock, Procurement Manager; Sandra Sloan, Assistant Procurement Manager, Schools; Brian Alderson, Thompson & Litton; Davids Sewell, Maintenance Director, Schools; Andy True, Asst. Superintendent, Schools; Ned Stacy, Thompson & Litton; David Frye, CFO, Schools

The Bid Opening was held in the Conference Room 436, 4th Floor, City Hall.

The Procurement Manager opened with the following bids:

LINCOLN ELEMENTARY SCHOOL HVAC REPLACEMENT		
Vendor:	Unit Cost:	Alternate:
Nor-Well Company, Inc.	\$2,979,270.00	\$27,000.00
FourSeasons, Inc.	\$4,169,000.00	\$47,900.00
HVAC, Inc.	\$2,925,950.00	\$38,160.00
S.B. White Company, Inc.	\$3,110,000.00	\$40,500.00

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

**BID OPENING  
MINUTES  
November 7, 2023  
4:00 P.M.**

Present: Nikisha Eichmann, Assistant Procurement Manager; Sandra Sloan, Assistant Procurement Manger Schools; David Frye, CFO Schools; Andy True, Asst. Superintendent Schools; David Sewell, Maintenance Director Schools; Brian Alderson, Thompson & Litton

The Bid Opening was held in the Conference Room 436, 4<sup>th</sup> Floor, City Hall.

The Procurement Manager opened with the following bids:

<b>Johnson Elementary School HVAC Replacement</b>	
<b>Vendor:</b>	<b>Lump Sum:</b>
S.B. White, Inc.	\$3,181,000.00
Nowell Company, Inc.	\$3,210,000.00
HVAC, Inc.	\$3,281,400.00

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