



AGENDA ACTION FORM

Consideration of a Resolution to Approve and Adopt the Consultant Selection Policy for Projects Funded in Whole or in Part with Funds Provided by the Federal Highway Administration or the Tennessee Department of Transportation

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

Action Form No.: AF-293-2024
Work Session: November 4, 2024
First Reading: N/A
Final Adoption: November 5, 2024
Staff Work By: Staff
Presentation By: Ryan McReynolds

Recommendation:
Approve the Resolution

Executive Summary:
In August of 2016 the Kingsport Board of Mayor and Alderman approved and adopted a resolution to which the City of Kingsport would adhere regarding consultant selection policy for projects funded in whole or in part with funds provided by the Federal Highway Administration or the Tennessee Department of Transportation.

The City has been notified by the Tennessee Department of Transportation Local Program Development Office that it must adopt an updated version of the consultant selection policy for projects funded in whole or in part with funds provided by the Federal Highway Administration or the Tennessee Department of Transportation. This updated form came into effect on June 1, 2023.

While this policy is a requirement to have on file in order to spend federal funds that are passed through the Tennessee Department of Transportation, the City is not bound solely to this process for selecting a consultant. Local governments are now allowed to select a consultant from an on-call list of consultants that the Tennessee Department of Transportation has already short listed. Kingsport has used the on-call list in recent years, however, this policy gives Kingsport the parameters for another avenue if it's in our best interest.

- Attachments:**
1. Resolution
2. TDOT Form 1-2

	<u>Y</u>	<u>N</u>	<u>O</u>
Baker	—	—	—
Cooper	—	—	—
Duncan	—	—	—
George	—	—	—
Mayes	—	—	—
Phillips	—	—	—
Montgomery	—	—	—