



AGENDA ACTION FORM

Consideration of a Resolution to Award the Request for Proposals for the Customized Benchmark Assessment Program for Kingsport City Schools

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

Action Form No.: AF-111-2026
Work Session: April 20, 2026
First Reading: N/A
Final Adoption: April 21, 2026
Staff Work By: Committee
Presentation By: David Frye

Strategic Focus Area: World-Class Education

Recommendation:

Approve the Resolution

Executive Summary:

If approved, the City will award an agreement for the Request for Proposals for Customized Benchmark Assessment Program to Instructure in an amount not to exceed \$98,209.00.

The City issued a Request for Proposals (RFP) for a Customized Benchmark Assessment Program for Kingsport City Schools on February 4, 2026. On March 4, 2026, the Procurement Manager accepted four proposals for further consideration. A committee comprised of teachers and administrative staff performed a formal evaluation of the proposals based on the criteria included in the RFP. The committee finds the vendor that best meets the specifications for the service desired and is in the best interest and advantage to the City is Instructure (Mastery Connect).

On April 14, 2026, the Board of Education approved the award of an agreement for a Customized Benchmark Assessment program for Kingsport City Schools to Instructure for the not to exceed amount of \$98,209.00.

Funding is budgeted in FY27 General Purpose School Funds..

Attachments:

- 1. Resolution
- 2. Bid Minutes
- 3. Order Form

	Y	N	O
Baker	—	—	—
Cooper	—	—	—
Duncan	—	—	—
George	—	—	—
Mayes	—	—	—
Phillips	—	—	—
Montgomery	—	—	—