



AGENDA ACTION FORM

Consideration of a Resolution to Approve an Amendment to the Agreement for Cain Rash West Architects for the Kingsport Public Library Project

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

Action Form No.: AF-130-2026
Work Session: April 20, 2026
First Reading: N/A
Final Adoption: April 21, 2026
Staff Work By: Committee
Presentation By: Michael T. Borders

Strategic Focus Area: 3. Exceptional Cultural & Recreational Opportunities

Recommendation:

Approve the Resolution

Executive Summary:

If approved the City will amend the November 30, 2022 agreement with Cain Rash West (CRW) in an amount not to exceed \$127,500 for the Kingsport Public Library Renovation Project.

The City approved entering into an agreement on October 18, 2022 (Resolution No. 2023-090) with CRW for design development, bidding administration, and construction administration in the amount of \$246,400 for the library renovation project. The library renovation project was able to move forward with \$7,000,000 of ARPA dollars.

Library staff were successful in applying for and receiving a Tennessee Department of Economic and Community Development Connected Communities Facility Grant in the amount of \$2,000,000 and a Tennessee Library and Archives construction grant of \$100,000. Additional funding has allowed KPL the opportunity to add fine touch and high impact elements to the project such as environmental graphics, wayfinding signage, and custom pieces and built ins.

These design services will be provided through multiple vendors. To ensure proper coordination staff have asked CRW to serve as the Prime Consultant and Architect of Record. The amendment is a not to exceed amount, which will be dependent on actualized scope and estimated construction costs of the elements.

The additional scope and allocation of funding was considered and unanimously approved by the Kingsport Public Library Commission (AI-01-2026) at their October 10th meeting.

Funding is available in GP2300.

Attachments:

- 1. Resolution
- 2. Proposal
- 3. Supplemental Information

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