



AGENDA ACTION FORM

Consideration of a Resolution for Approval to Enter into a Professional Services Agreement with Thompson & Litton for Services Related to the Johnson Elementary School HVAC Replacement Project

To: Board of Mayor and Aldermen

From: Chris McCartt, City Manager *CM*

Action Form No.: AF-36-2023

Work Session: February 20, 2023

First Reading: N/A

Final Adoption: February 21, 2023

Staff Work By: Committee

Presentation By: David Frye

Recommendation:

Approve the Resolution.

Executive Summary:

In the fall of 2021, the City published a Request for Qualifications for HVAC replacements for four of our schools. Thompson & Litton was awarded the Johnson Elementary School HVAC Project. We would now like to move forward with the project and have received a proposal from Thompson & Litton. The service to be provided is a complete engineering package through receipt of bids and project management, with associated documentation.

The construction cost is estimated to be \$2,000,000.00 plus engineering fees and contingency. Engineering fees are 6% of the cost or a not to exceed amount of \$120,000.00 plus \$8000.00 for reimbursable expenses incurred. Reimbursable expenses include printing costs, plan review fees, travel costs, and travel time.

The action was approved by the Board of Education on February 13, 2023.

The administration recommends that the Board approve a motion to execute a professional services agreement with Thompson & Litton for the Johnson Elementary School HVAC Replacement Project for a lump sum fee not to exceed \$120,000.00 plus \$8,000.00 reimbursable expense.

Funds will come from ESSER 3.0 and/or General Purpose School Funds.

Attachments:

Resolution
Proposal

	Y	N	O
Cooper	—	—	—
Duncan	—	—	—
George	—	—	—
Montgomery	—	—	—
Olterman	—	—	—
Phillips	—	—	—
Shull	—	—	—

RESOLUTION NO. ____

A RESOLUTION APPROVING AN AGREEMENT WITH THOMPSON & LITTON FOR THE JOHNSON ELEMENTARY SCHOOL HVAC REPLACEMENT PROJECT AND AUTHORIZING THE MAYOR TO EXECUTE THE AGREEMENT AND ALL OTHER DOCUMENTS NECESSARY AND PROPER TO EFFECTUATE THE PURPOSE OF THIS RESOLUTION

WHEREAS, the City requested qualifications from engineering firms in the fall of 2021 with the intent to award contracts to vendors for HVAC projects at four of its schools; and

WHEREAS, Thompson & Litton, was awarded the Johnson Elementary School project; and

WHEREAS, the administration desires to enter into an agreement with Thompson & Litton, for the HVAC Replacement Project at Johnson Elementary School in the not to exceed amount of \$120,000.00, which is 6% of the estimated total construction budget, plus \$8,000.00 reimbursable expense; and

WHEREAS, the Board of Education approved this motion on February 13, 2023; and

WHEREAS, funding will be from the Elementary and Secondary School Emergency Relief Fund (ESSER) 3.0 and/or School General Purpose Funds.

Now therefore,

BE IT RESOLVED BY THE BOARD OF MAYOR AND ALDERMEN AS FOLLOWS:

SECTION I. That an agreement with Thompson & Litton, for engineering services for the Johnson Elementary School HVAC Replacement project is approved in the not to exceed amount of \$128,000.00.

SECTION II. That the mayor, or in his absence, incapacity, or failure to act, the vice-mayor, is authorized to execute, in a form approved by the city attorney, and subject to the requirements of Article X, Section 10, of the Charter of the City of Kingsport, an agreement with Thompson & Litton, for engineering services for the Johnson Elementary School HVAC Replacement Project and all other documents necessary and proper to effectuate the purpose of the agreement or this resolution.

SECTION III. That the mayor is further authorized to make such changes approved by the mayor and the city attorney to the agreement that do not substantially

alter the material provisions of the agreement, and the execution thereof by the mayor and the city attorney is conclusive evidence of the approval of such changes.

SECTION IV. That the board finds the actions authorized by this resolution are for a public purpose and will promote the health, comfort, and prosperity of the citizens of the city.

SECTION V. That this resolution shall take effect from and after its adoption, the public welfare requiring it.

ADOPTED this the 21st of February, 2023.

PATRICK W. SHULL, MAYOR

ATTEST:

ANGELA MARSHALL, DEPUTY CITY RECORDER

APPROVED AS TO FORM:

RODNEY B. ROWLETT, III, CITY ATTORNEY