



AGENDA ACTION FORM

Consideration of a Resolution Awarding an Agreement for Architectural and Engineering Services for the New Elementary School and Associated Work at the Lynn View Community Center Site to Thompson & Litton, Inc.

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

Action Form No.: AF-08-2025
Work Session: January 21, 2025
First Reading: N/A

Final Adoption: January 21, 2025
Staff Work By: Committee
Presentation By: David Frye

Recommendation:

Approve the Resolution.

Executive Summary:

Expressions of Interest/Requests for Qualifications were requested from Architectural and Engineering firms for a new elementary school. Sealed requests were opened on August 14, 2024. At that time, ten responses were received. An Evaluation Team made up of both Kingsport City Schools and City of Kingsport employees was formed to evaluate the responses and establish the top three responses. Once the top three were selected, the Team interviewed these firms.

At this time, the administration desires to enter into an agreement with Thompson & Litton for architectural and engineering services for the New Elementary School and Associated Work at the Lynn View Community Center Site. Thompson & Litton and their subconsultants will provide the following in the Phase 1 portion of the agreement: Programming, Schematic Design, Site Survey, Traffic Impact Study, Geotechnical, and Existing Building Environmental Review. The proposed fee for these services is not to exceed \$644,067.00.

It is recommended that Thompson & Litton Architects be identified as the Architect of Record for the design and construction administration for a new elementary school to be located on the site of the Lynn View Community Center. It is further recommended to enter into an agreement with Thompson & Litton Architects for phase I services to develop a Schematic Design, including supplemental services in the amount of \$644,067.00.

Funding is identified in the Lynn Garden Elementary School Project (GP2507).

Attachments:

Resolution
Bid Minutes

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