

Bays Mountain Park Nature Center Phase 2**Additional Services for: Phase 2 Exhibit Design****Date:** June 11, 2026**To:** City of Kingsport / Kingsport Public Library**Project:** Bays Mountain Park & Planetarium – Nature Center Renovation: Phase 2**Location:** 853 Bays Mountain Park Rd., Kingsport, TN 37660**PROJECT UNDERSTANDING**

CainRashWest Architects (CRW) has been engaged to provide architectural oversight services in support of the Bays Mountain Park & Planetarium (BMPP) Nature Center Phase 2 Exhibits project. As the project advances into the design and implementation phases, the City has engaged with a specialty exhibit design firm to lead the creative and technical exhibit design effort.

To ensure seamless execution and single-point accountability, CRW will act as the **Prime Consultant** to oversee, coordinate, and administer the exhibit design consultant package on behalf of the City of Kingsport.

This structure provides the City with consistent project management, design intent alignment, and full coordination between the exhibit design effort and the Nature Center facility

CONSULTANT PACKAGES BEING ADMINISTERED

Exhibit Design — Kraemer Design + Production

CRW will oversee the Phase 2 Exhibit Design scope being performed by Kraemer Design + Production (KD+P), a PlayCore company based in Cincinnati, OH. Kraemer's scope includes:

- Charrette / Concept Design — on-site stakeholder sessions, illustrative sketches, plans, and conceptual design options
- Schematic Design — floor plans, themed element drawings, basic look-and-feel of all elements and graphics
- Detail Design — full dimensioned drawings, color and materials, lighting and furniture selections, graphic design details
- Bid Documentation — complete drawing package sufficient for fabrication and installation bids
- Budget and schedule coordination at each design phase
- Presentations to BMPP at each phase milestone

Kraemer Design's scope is structured as a phased fee schedule with a total contract value of \$87,000.00, tied to exhibit budget milestones. Reimbursable expenses are billed separately at 1.0x actual cost.

CAINRASHWEST PRIME CONSULTANT SCOPE OF SERVICES

CRW will provide overall project-level administration and integration of the Kraemer Design exhibit scope into the Bays Mountain Park Nature Center project.

Contract & Team Administration

- Serve as Prime Consultant and single point of coordination between the City and Kraemer Design
- Manage consultant agreements, invoicing, and deliverable tracking
- Confirm scope alignment with City and BMPP objectives and project budget

Design Coordination

- Integrate exhibit layouts with architectural, mechanical, electrical, and structural systems of the Nature Center
- Coordinate exhibit placement, clearances, and infrastructure requirements with the existing facility
- Maintain consistency between exhibit design intent and Nature Center renovation documents

Procurement & Pricing Oversight

- Support City review of exhibit design pricing packages from fabricators and vendors
- Assist with bid-level scope clarifications and consultant responses during the procurement phase
- Advise on value engineering opportunities without compromising exhibit quality or educational mission

Implementation & Construction Phase Support

- Facilitate Kraemer Design's participation in project meetings and site visits
- Coordinate shop drawing review workflows between exhibit designer and any facility contractors
- Track design and fabrication schedules relative to the target opening
- Oversee punch list completion and project closeout documentation

Owner Representation & Risk Management

- Ensure exhibit design scope is executed without gaps between trades or facility systems
- Reduce administrative burden on City and BMPP staff
- Provide accountability and continuity through a prime-led delivery model

DELIVERABLES

CRW will deliver the following as Prime Consultant:

- Consolidated exhibit design coordination and oversight throughout all design phases
- Integrated review of Kraemer Design drawings, plans, and specifications at each milestone
- Meeting facilitation and documentation
- Construction administration-phase oversight through final fabrication, installation, and Owner acceptance

- Final closeout package including warranties, maintenance information, and record documentation

FEE STRUCTURE

CRW's Prime Consultant oversight fee will be provided as an additional professional services amendment and will include:

- Administration of Kraemer Design + Production exhibit design scope
- Coordination and construction-phase oversight services
- Owner representation through project closeout

Total Hourly Not-To-Exceed Proposed Fee: \$97,500.00 (Total Includes Kraemer Design + Production Fee of \$87,500.00)

ACCEPTANCE

CainRashWest Architects appreciates the opportunity to continue serving the City of Kingsport and Bays Mountain Park & Planetarium in a full-service project leadership role. Acting as Prime Consultant for the Kraemer Design exhibit scope will ensure coordinated execution, cost control, and high-quality delivery aligned with the Nature Center's mission and the Phase 2 Exhibits vision.

Respectfully submitted,



CainRashWest Architects, Inc.
Clinton Roberts, AIA, NCARB
Vice President

Accepted by: