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**Doing Business with the City of Knoxville**

*We Want Your Business!!*
**PURPOSE**

To provide businesses with information to help them successfully compete for business opportunities with the City of Knoxville

**PRODUCTS & SERVICES THE CITY PURCHASES**

- Appliances
- Architectural Engineering
- Automation Maintenance & Services
- Automotive Repair & Parts
- Beverages
- Bus Parts
- Cement/Concrete
- Clothes
- Computers & Printers
- Construction & Related Areas
- Decorations for Special Events
- Displays
- Flags
- Fuel
- Gravel/Rocks
- Janitorial Services
- Janitorial Supplies
- Landscaping Services & Supplies
- Lawn Care Services
- Moves & Relocations
- Office Furniture
- Office Supplies
- Pest Control
- Printing
- Police Equipment
- Recreational Equipment & Installation
- Safety Equipment & Supplies
- Signs
- Traffic Lights & Equipment
- Trucks
- Vehicles
- **AND MUCH MORE**
PROCUREMENT THRESHOLDS

- **$25K and higher:** ITBs, RFPs, RFQs, & LOI’s

- **$5K - $24,999:** Request for Quote typically posted for 1 week on website

- **Below $5K:** Departmental discretion

TYPES OF SOLICITATIONS

- Request for Quotes
- Invitations to Bid (ITB)
- Request for Proposal (RFP)
- Requests for Qualifications (RFQ)
- Letters of Interest (LOI)
## How to Compete

<table>
<thead>
<tr>
<th>Purchasing Procedure</th>
<th>How to Compete</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Department develops requisition and sends to Purchasing</td>
<td>○ Register online as a vendor with the City</td>
</tr>
<tr>
<td>2. Purchasing advertises and seeks quotes, bids, and proposals</td>
<td>○ Get insured</td>
</tr>
<tr>
<td>• <a href="http://www.knoxvilletn.gov/bids">www.knoxvilletn.gov/bids</a></td>
<td>○ Establish relations with a surety company for bonds</td>
</tr>
<tr>
<td>• Occasionally the newspaper</td>
<td>○ Review previous solicitations</td>
</tr>
<tr>
<td>• Invitation to Bid or RFP normally open for 2-3 weeks.</td>
<td>○ Visit our website <a href="http://www.knoxvilletn.gov/bids">www.knoxvilletn.gov/bids</a> AT LEAST weekly</td>
</tr>
<tr>
<td>3. Purchasing answers questions, holds pre-bid meetings, &amp; posts addenda to answer questions</td>
<td>○ Attend pre-bid meetings if you are interested in sub-contracting work</td>
</tr>
<tr>
<td>4. Opens sealed submissions @ 11:00 a.m. on deadline date</td>
<td>○ Make note of deadline for questions &amp; submit written questions when unsure of requirements</td>
</tr>
<tr>
<td>5. Reviews quotes @ 2:30 p.m. on deadline date</td>
<td>○ Always attend bid openings &amp; gain info to make you more competitive</td>
</tr>
<tr>
<td>6. Posts Bid Tabulation sheets to website</td>
<td>○ Stay current on insurance, certifications, licenses, etc.</td>
</tr>
<tr>
<td>7. Evaluates submissions</td>
<td>○ Submit bids on time – NO flexibility here</td>
</tr>
<tr>
<td>8. Awards to most competitive entity</td>
<td>○ Meet specs in bid and price your product/service competitively</td>
</tr>
</tbody>
</table>

---

## Bid Notifications

From: citypurchasing@knoxvilletn.gov  
Sent: Monday, May 16, 2016 9:36 AM  
Subject: Vendor Notification Of Procurement Solicitations

When Insight Public Sector, Inc. registered with the City of Knoxville, you indicated the goods you sell or the services you provide. Based on information you furnished, the City believes you or your firm may be interested in reviewing the procurement solicitation documents on the City Of Knoxville Purchasing Website [http://www.knoxvilletn.gov/purchasing](http://www.knoxvilletn.gov/purchasing).

If you have questions, please do not reply to this automated message. Instead, please feel free to contact the City of Knoxville Purchasing Division at 215-2070 or at the email address contained in the posted document.

QUOTE will be received at Office of the Purchasing Agent, Room 667, 400 Main St., Knoxville, TN 37902 until 05/23/2016 at 02:30:00 (Eastern Time).
CONSTRUCTION SPECIFIC

- Be licensed to conduct business in State of Tennessee
- Be prepared to submit bid bond (5%) for projects > $100K
- Prepare for performance bond submission (100%) projects > $100K
- Prepare for payment bond submission (100%) projects > $100K
- Get Highway, Railroad, & Airport Construction certified
- Get Municipal & Utility Construction Base & Paving license
- Be certified with TDOT when planning to conduct highway projects
- Ensure sub-contractors are licensed (prime’s responsibility)
- Acquire insurance
  - Commercial general liability $2M Occurrence/$3M Aggregate
  - Auto liability ($1M per occurrence)
  - Workers' compensation with statutory limits & Employers' liability with limits of $500K minimum

AWARD PROCESS

<table>
<thead>
<tr>
<th>Purchase Orders</th>
<th>Formal Contracts</th>
</tr>
</thead>
<tbody>
<tr>
<td>Issued for products and small services resulting from Requests for Quotes &amp; ITBs</td>
<td>Issued for complex services and construction resulting from ITBs, RFPs, RFQs &amp; LOIs</td>
</tr>
<tr>
<td>Usually only evaluated for price</td>
<td>May require evaluation of price and other criteria</td>
</tr>
<tr>
<td>Purchase order usually awarded within days of submission deadlines</td>
<td>Timeline lengthy – may require City Council approval, law department review, acquire insurance certifications &amp; endorsements, and obtain signatures (original signatures required)</td>
</tr>
</tbody>
</table>

How you can help expedite contracts:
- Review insurance requirements with your agent before submittal
- Provide insurance certificates and endorsements as soon as possible after notice of award
- Return signed contract as soon as possible
Purchasing Website Tour

Across all departments, the City of Knoxville spends more than $74 million each year on an array of goods and services that include everything from architectural and engineering services to pest control, and from automobile parts to liquid soap. Of these expenditures, all purchases over $5,000 are handled by buyers in the Purchasing Division who are committed to maintaining the highest level of open, free market competition while at the same time actively encouraging local small business participation.

Learn more about the Purchasing Department and doing business with the city:

- Doing Business with the City
- Bid/Contracting Opportunities
- Sealed Submissions & Request for Quotations
- Vendor Registration
- Payment Portal
- Small Business & Diversity Outreach
- Small Business Newsletter
- Staff Contacts

Upcoming Business Opportunities at the City of Knoxville:

Following approval of the annual budget, the City of Knoxville compiles and presents a list of potential procurements for the next fiscal year. Please view this presentation to see the forecasted business opportunities.

Click here to view the 2018 Business Opportunities Overview Presentation [PDF]

Important Tips

- Visit www.knoxville.gov/purchasing for:

- New Vendor Registration System  As of December 1st, 2016, we changed our vendor registration system. If you registered prior to December 1st, please register again through our website to receive automatic email notifications about opportunities

- Small Business Newsletter on website
CONTACTS

- Angelia Rooks, Diversity Business Specialist
  - (865) 215-2293
  - ARooks@knoxvilletn.gov

- Boyce Evans, Purchasing Agent
  - (865) 215-2069
  - BHEvans@knoxvilletn.gov

- Pamela Cotham, Assistant Purchasing Agent
  - (865) 215-4032
  - PCotham@knoxvilletn.gov

QUESTIONS?
FLEET SERVICES DEPARTMENT
BREAKFAST FOR BUSINESS

CITY OF KNOXVILLE

Keith Shields, Director

FLEET SERVICES OVERVIEW

Mission Statement

- To provide and maintain City departments with transportation and special purpose equipment required to deliver essential services to the citizens of Knoxville at the lowest possible cost.
- The Vehicle Impoundment Facility is tasked with safeguarding, accurately processing and releasing vehicles as required to the public.
### FLEET SERVICES CONTACT LIST

<table>
<thead>
<tr>
<th>Name</th>
<th>Phone</th>
</tr>
</thead>
<tbody>
<tr>
<td>KEITH SHIELDS, DIRECTOR</td>
<td>215-2150</td>
</tr>
<tr>
<td>NICK BRADSHAW, DEPUTY DIRECTOR</td>
<td>215-2529</td>
</tr>
<tr>
<td>KERI COLLINS, FLEET COORDINATOR</td>
<td>215-6294</td>
</tr>
<tr>
<td>DAVID HOLIWAY, IMPOUND SUPERVISOR</td>
<td>215-6215</td>
</tr>
<tr>
<td>JEFF JOHNSTON, VEHICLE SHOP MANAGER</td>
<td>215-6188</td>
</tr>
<tr>
<td>NICK SPINE, STORE SYSTEMS MANAGER</td>
<td>215-6191</td>
</tr>
<tr>
<td>JOE HOLLOWAY, ADMINISTRATIVE TECHNICIAN</td>
<td>215-2529</td>
</tr>
<tr>
<td>MICHELLE BLACK, EXECUTIVE ASSISTANT</td>
<td>215-2684</td>
</tr>
</tbody>
</table>

### Blanket PO’s with Expiration Dates

- Propane                        | 6/30/18 |
- Fuel Credit Cards              | 6/30/18 |
- Collision Repair               | 6/30/18 |
- Vehicle Washing Services       | 8/31/18 |
- Automotive Filters             | 9/1/18  |
- Lubricants & Fluids            | 10/9/18 |
- Truck Compressors & Turbochargers | 12/1/18 |
- Automotive Batteries           | 12/11/18|
- Tires                          | 2/12/19 |
KNOXVILLE AREA TRANSIT
BREAKFAST FOR BUSINESS

CITY OF KNOXVILLE

KAT CONTACT LIST

Si McMurray 865-215-7803
Chief Maintenance Officer

Mike Bannon 865-215-7838
Director of Maintenance

Garrett Watts 865-215-7837
Revenue & Procurement Specialist

Allison Foster 865-215-7839
Parts Clerk
Business Opportunities

- Fuel Management System
- Magnolia Facility Gate System Upgrade
- Bus Stop Shelters, Concrete Pads, Solar Lighting, Amenity Seating
- Para-Transit Vans & Buses
- Transit Technology Project (AVL, Communications, Passenger Counters, Fare Collection, etc.)
- Remanufactured Ford Engines & Transmissions
- Remanufactured Allison Transmissions
- Bus Parts and Supplies

---

Business Opportunities

- **Ford Cutaway’s**
  - Brake Pads
  - Brake Calipers
  - Belts
  - Wheel Seals

- **Gillig Buses**
  - Webb Brake Drums
  - Wheel seals
  - Mentor Brake Shoes
  - Headlamps
  - Wiper Blades
  - Clamps and DPF/DOC gaskets
  - Engine Wiring Harness

- **Cleaning Supplies and Consumables**
  - Nuts and Bolts
  - Brake Cleaners
  - Hoses
  - Scotch-Brite Hand Pads
  - Electrical Tape
  - Zip Ties
  - Rubber Gloves
  - Hand Cleaners
  - Trash Bags
  - Brooms
  - Mops
  - Dust pans
  - Scrapers
ALWAYS SEARCHING
FOR
US DOT CERTIFIED
DISADVANTAGED BUSINESS ENTERPRISES!!!
For More Information, Contact:
Ross Webb
1-888-370-3647
ross.h.webb@tn.gov

June 13, 2018
Annual Business Breakfast
Fire Headquarters Driveway Project

Design: Foundation Systems Engineering, P.C.
Design Phase: Complete
Bid & Award Phase: Spring 2018
Construction Phase: Summer 2018

Gleason Drive Sidewalk Project

Design: City of Knoxville
Design Phase & ROW Phase: Summer 2017 – Spring 2018
Bid & Award Phase: Spring 2018
Construction Phase: Fall 2018
Jackson Avenue Ramps Project

Designer: Vaughn & Melton Consulting Engineers, Inc.
Design Phase & ROW Phase: Winter 2017 – Spring 2018
Bid & Award Phase: Spring 2018    Construction Phase: Summer 2018 - Fall 2019

Magnolia Avenue Streetscapes Project, Phase I

Designer: Barge Design Solutions, Inc.
Design Phase & ROW Phase: Summer 2016 – Spring 2018
Bid & Award Phase: Spring 2018 – Summer 2018
Construction Phase: Summer 2018 – Summer 2019
Neighborhood Traffic Safety Design Consulting

Designer: TBD
Bid & Award Phase: Spring 2018  Construction Phase: Ongoing

Video Detection with Advanced Features

Designer: City of Knoxville
Design Phase: Spring 2018
Bid & Award Phase: Spring / Summer 2018  Construction Phase: Summer 2018
Citywide Pavement Marking Contract
Designer: City of Knoxville
Design Phase: Spring 2018
Bid & Award Phase: Summer 2018
Construction Phase: Fall 2018

Citywide Sidewalk Study
Designer: City of Knoxville
Design Phase: Spring 2018
Bid & Award Phase: Summer 2018
Construction Phase: N/A
**Engineering and Redevelopment – Annual Business Breakfast – June 13, 2018**

**2019 Curb Cuts Project**

*Designer: City of Knoxville*

*Design Phase: Spring 2018*

*Bid & Award Phase: Summer 2018*

*Construction Phase: Fall 2018*

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**E Caldwell Avenue at Cornelia Street Looking North**

*Before Construction*

**E Caldwell Avenue at Cornelia Street Looking North After Construction**

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**Mechanicsville Fire Station #5 Renovations Project**

*Designer: Dollar and Ewers*

*Design Phase: Spring 2018*

*Bid & Award Phase: Summer 2018*

*Construction Phase: Fall 2018*

---

**Mechanicsville Fire Station #5 – 419 Arthur Street**
Fire Headquarters
Roof Project

Designer: Sanders Pace Architecture

Design Phase: Complete
Bld & Award Phase: Summer 2018
Construction Phase: Fall 2018

I-275 Business Park Access Improvements Project

Designer: CDM Smith
Design Phase & ROW Phase: Winter 2017 – Spring 2018
Bld & Award Phase: Summer 2018 Construction Phase: Fall 2018 - Fall 2019
600 Block of Market Street

Project

Designer: City of Knoxville

Design Phase & ROW Phase: Winter 2017 – Spring 2018

Bid & Award Phase: Summer 2018

Construction Phase: Fall 2018 – Winter 2019

Middlebrook Pike at Lake Brook Boulevard Sidewalk Project

Designer: QK4

Design Phase & ROW Phase: Spring 2018

Bid & Award Phase: Summer 2018

Construction Phase: Fall 2018 – Winter 2019
Mineral Springs Bridge Replacement Project
Designer: Alfred Benesch & Company
Design Phase & ROW Phase: Winter 2017 – Spring 2018
Bid & Award Phase: Summer 2018
Construction Phase: Fall 2018 – Fall 2019

Pavement Marking On-Call
Designer: City of Knoxville
Design Phase: N/A
Bid & Award Phase: Summer 2018
Construction Phase: Summer 2018
Prosser Road Impound Building Project
Designer: Thomas Caldwell, Architect
Design Phase: Winter 2017 - Spring 2018
Bid & Award Phase: Summer 2018       Construction Phase: Fall 2018 – Winter 2019

South Waterfront Greenway – East of Suttree Landing Park
Design Phase: Fall 2018 – Summer 2019
Suttree Landing Pavilion and Boat Dock Project
Designer: Studio Four Design, Inc.
Bid & Award Phase: Summer 2018
Construction Phase: Fall 2018 - Summer 2019

2019 Sidewalk Replacement Project
Designer: City of Knoxville
Design Phase & ROW Phase: Winter 2018 – Summer 2018
Bid & Award Phase: Fall 2018       Construction Phase: Winter 2019 – Spring 2019
2019 Resurfacing Project
Designer: City of Knoxville
Design Phase: Spring 2018 – Summer 2018
Bid & Award Phase: Fall 2018  Construction Phase: Spring 2019 – Fall 2019

New Pavement Along Baxter Avenue
Milling Along Cherokee Boulevard

Citywide Traffic Signal Loop Detector Contract
Designer: City of Knoxville
Bid & Award Phase: Fall 2018  Construction Phase: Spring 2019
Park City / Parkridge Fire Station #4 Renovations Project

Designer: City of Knoxville

Design Phase: Spring 2018 – Summer 2018

Bid & Award Phase: Fall 2018

Construction Phase: Winter 2019 – Spring 2019

Kingston Pike Complete Connections Project

Designer: CDM Smith

Design Phase & ROW Phase: Spring 2018 – Summer 2018

Bid & Award Phase: Fall 2018

Construction Phase: Winter 2019 – Summer 2019
Myrtlewood Drive Bridge Approach Repair Project

Designer: TBD

Design Phase & ROW Phase: Spring 2018 – Summer 2018

Bid & Award Phase: Fall 2018

Construction Phase: Winter 2019

 Interstate 640 – Looking North toward the Myrtlewood Drive Bridge

N Central Street Corridor Landscaping

Designer: Hedstrom Design, LLC

Bid & Award Phase: Fall 2018

Construction Phase: Spring 2019 – Summer 2019
Old Broadway
Sidewalks Project

Designer: CDM Smith

Design Phase & ROW Phase:
Spring 2018 – Summer 2018

Bid & Award Phase:
Fall 2018

Construction Phase:
Winter 2019

Palmetto Road Sidewalk Project

Designer: City of Knoxville

Design Phase & ROW Phase: Summer 2017 – Fall 2018

Bid & Award Phase: Fall 2018

Construction Phase: Winter 2019 – Spring 2019
Streetlight Tree Trimming

Bid & Award Phase: Fall 2018
Construction Phase: Fall 2018

Transfer Station Fire Damage Repairs Project

Designer: TBD
Design Phase: Summer 2018
Bid & Award Phase: Fall 2018    Construction Phase: Winter 2019
8” Mainline Crawler with Camera Head

Bid & Award Phase: 2018

(To be bid with Computer and Cable Feeder)

Computer and Cable Feeder for Crawler with Camera Head

Bid & Award Phase: 2018

(To be bid with 8” Mainline Crawler and Camera Head)
Cal Johnson Recreation Center Renovation Project

Designer: Community Tectonics Architects
Design Phase: Summer 2018 – Fall 2018
Bid & Award Phase: Winter 2019       Construction Phase: Spring 2019

Cumberland Estates Recreation Center Roof Replacement Project

Designer: TBD
Design Phase: Summer 2018 – Fall 2018
Bid & Award Phase: Winter 2019       Construction Phase: Spring 2019
General Streetlight Maintenance Contract

Bid & Award Phase: Winter 2019

Construction Phase: Spring 2019

Loves Creek Greenway Project

Designer: Fulghum MacIndoe & Associates

Design Phase & ROW Phase: Spring 2018 – Fall 2019

Bid & Award Phase: Winter 2019 Construction Phase: Spring 2019 – Summer 2019
Magnolia Avenue Streetscapes Project, Phase II
Designer: Barge Design Solutions, Inc.
Bid & Award Phase: Winter 2019
Construction Phase: Summer 2019

Milton Roberts Recreation Center Roof Replacement Project
Designer: TBD
Design Phase: Summer 2018
Bid & Award Phase: Winter 2019
Construction Phase: Spring 2019
**Pleasant Ridge Road Phase II Project**

Designer: Gresham Smith & Partners

Design Phase & ROW Phase: Spring 2017 – Fall 2018


---

**Traffic Signal Infrastructure Maintenance**

Designer: City of Knoxville

Design Phase: N/A

Bid & Award Phase: Winter 2019    Construction Phase: Winter 2019
Urban Wilderness Gateway Project

Designer: Vaughn & Melton Consulting Engineers, Inc.

Design Phase:
Fall 2017 – Fall 2018

Bid & Award Phase: Winter 2019

Construction Phase: Spring 2019 – Fall 2019

Woodland Avenue Bridge & Boyds Bridge Pike Bridge Expansion Joint Repair Project

Designer: TBD

Design Phase: Fall 2018

Bid & Award Phase: Winter 2019

Construction Phase: Spring 2019
**Cradle of Country Music Park Project**

- **Designer:** TBD
- **Design Phase:** Summer 2018 – Winter 2019
- **Bid & Award Phase:** Spring 2019
- **Construction Phase:** Summer 2019

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**Sevier Avenue Streetscapes Project**

- **Davenport Road to Island Home Avenue**
- **Designer:** Vaughn & Melton Consulting Engineers, Inc.
- **Right-of-Way Phase:** Spring 2018 – Spring 2019
- **Bid & Award Phase:** Spring 2019 - Summer 2019
- **Construction Phase:** Summer 2019 – Fall 2020
Wilson Avenue Sidewalk Project

Designer: City of Knoxville

Design Phase & ROW Phase: Summer 2017 – Spring 2019
Bid & Award Phase: Spring 2019  Construction Phase: Summer 2019 – Fall 2019

Amherst Road Slope Stabilization Project

Designer: TBD

Design Phase & ROW Phase: Summer 2018 – Spring 2019
Bid & Award Phase: Summer 2019
Construction Phase: Summer 2019 – Fall 2019
Buffat Mill Road Sidewalk Project
Designer: City of Knoxville
Design Phase & ROW Phase: Summer 2017 – Spring 2019
Bid & Award Phase: Summer 2019
Construction Phase: Fall 2019 – Winter 2020

Liberty Street
Multimodal Project
Designer: Barge Design Solutions, Inc.
Design Phase & ROW Phase: Spring 2018 – Spring 2019
Bid & Award Phase: Summer 2019
Construction Phase: Summer 2019 – Fall 2019
Second Creek Greenway Project

Designer: CDM Smith

Design Phase & ROW Phase:
Fall 2017 – Summer 2019

Bid & Award Phase:
Fall 2019

Construction Phase:
Fall 2019 – Winter 2020

Northwest Greenway Connector Project

Designer:
Barge Design Solutions, Inc.

Design Phase & ROW Phase: Spring 2017 – Fall 2019

Bid & Award Phase:
Winter 2020

Construction Phase:
Spring 2020 - Summer 2020
Atlantic Avenue Sidewalk Project
Designer: Cannon & Cannon, Inc.
Design Phase & ROW Phase: Summer 2018 – Spring 2020
Bid & Award Phase: Summer 2020
Construction Phase: Fall 2020 – Spring 2021
This project will consist of a new shared use path extending First Creek Greenway from near Cecil Avenue to near Woodland Avenue.

Broadway Streetscapes Project
Designer: Barge Design Solutions, Inc.
Design Phase & ROW Phase:
Summer 2018 – Spring 2020
Bid & Award Phase: Summer 2020
Construction Phase:
Fall 2020 – Fall 2021
This project will consist of a new shared use path extending First Creek Greenway from near Cecil Avenue to near Woodland Avenue.
Future Water Quality Projects

Designer: TBD
Design Phase & ROW Phase: TBD
Bid & Award Phase: TBD
Construction Phase: TBD

Engineering Department Tool and Supplies To Be Purchased

Fiscal Year July 2018 – June 2019

- **Equipment and Electronics** – CCTV Camera Repairs, CCTV Camera Upgrades, Digital Cameras, Pole Camera Upgrades and Tablet Data Usage

- **Personal Protection Equipment** – Clothing, Hard Hats, Leather Gloves, Safety Glasses, Safety Vests and Waders

- **Supplies** – Hand Cleaner, Hydrocarbon Absorbent Booms, Hydrocarbon Absorbent Pads, Nitrile Gloves, Oil Dry (Absorbent), Rebar, Rope and Wooden Stakes

- **Tools** – Flashlights, Manhole Lid Lifters, Marking Paint, Measuring Tapes, Measuring Wheels, Picks, Shovels and Sledgehammers

- **Water Quality Monitoring** – Ampules for Test Kits, Lab Work (State and ESC) and Test Kits for Dry Weather Screening
Knoxville Police Department
Projects 2018/2019

<table>
<thead>
<tr>
<th>Date</th>
<th>Project</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>2018</td>
<td>Police K9 Facility</td>
<td></td>
</tr>
<tr>
<td>2019</td>
<td>Public Safety Building</td>
<td></td>
</tr>
</tbody>
</table>
## Knoxville Police Department
### Contracts 2018/2019

<table>
<thead>
<tr>
<th>Date</th>
<th>Contract</th>
</tr>
</thead>
<tbody>
<tr>
<td>March 2019</td>
<td>Janitorial Services for off-site facilities 5th Ave., Training Academy, Safety City,</td>
</tr>
<tr>
<td>Aug 2018</td>
<td>Pest Control for 7 police facilities</td>
</tr>
<tr>
<td>Sept 2018</td>
<td>Janitorial services for East District precinct and Safety Education offices</td>
</tr>
<tr>
<td>June 2019</td>
<td>Janitorial for Safety Building</td>
</tr>
<tr>
<td>March 2019</td>
<td>Mowing/Landscape services for Safety City</td>
</tr>
<tr>
<td>April 2019</td>
<td>• Elevator Service for Safety Building</td>
</tr>
<tr>
<td></td>
<td>• Mowing Service for KPD Training Facility</td>
</tr>
<tr>
<td>June 2019</td>
<td>• Water Treatment for Safety Building</td>
</tr>
</tbody>
</table>

## Knoxville Police Department
### Projects 2018/2019

<table>
<thead>
<tr>
<th>Description of Purchase</th>
<th>Estimated Annual Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Toner Cartridges</td>
<td>$30,000</td>
</tr>
<tr>
<td>Copy Paper</td>
<td>$7,000</td>
</tr>
<tr>
<td>Binders</td>
<td>$3,000</td>
</tr>
<tr>
<td>DVR/Flash drives</td>
<td>$5,000</td>
</tr>
<tr>
<td>Nitrile Gloves; hand sanitizer, Haz Mat covers</td>
<td>$15,000</td>
</tr>
<tr>
<td>Forms (printing)</td>
<td>$5,000</td>
</tr>
<tr>
<td>Misc. office supplies (folders, pens, batteries, etc.)</td>
<td>$6,000</td>
</tr>
<tr>
<td>Dog Food (396 bags per year), K9 Cleaning supplies</td>
<td>$20,000</td>
</tr>
</tbody>
</table>

**Anticipated Purchase: July 2018 & February 2019**
Knoxville Fire Department

Stan Sharp, Chief

BUSINESS BREAKFAST
June 13, 2018
Purchasing Opportunities-July 2018 thru June 2019

Station Supplies

- Janitorial Supplies (cleaners, mops, brooms, paper products, soap, trash bags, etc.)
- Vehicle Cleaning Supplies (soap, wax, polish, tire dressing, etc.)
- Materials & labor for Fire Station Remodeling
Station Equipment

- Furniture (couches, recliners, TV’s)
- Kitchen (stoves, refrigerators)
- Chairs (kitchen, office & folding)
- Lawn Equipment (push & riding mowers, weed eaters, shop vacs, blowers)
- Storage Units (metal lockers, combustible storage cabinets)

Office Supplies

- Paper (letter & legal size, envelopes, note pads, letter & legal size pads, post-its, etc.)
- Writing Utensils (pens, pencils, sharpies, dry-erase markers)
- Printing Services (business cards, envelopes & letterhead paper, forms)
Medical Supplies & Equipment

- Medicines (aspirin to advanced medications)
- EMS equipment (IV fluid, bandaging, needles, etc.)
- Equipment for glucose monitoring
- Equipment Bags
- Pulse Oximeters

Public Education

- Red children’s fire helmets
- Fire education activity books & coloring books
- Badges, sticker sheets, rulers, jar openers
Lakeshore Park Admin. Building

5930 Lyons View Pike
Department Overview

• Staff: 51 (45 Full-time, 6 Perm. Part-Time)
  – Plus, 6 Interns & hundreds of part-time hourly staff

• 3 Areas
  – Administration
  – Athletics
  – Recreation (including pools, arts & crafts, etc.)

• Operating Budget: 7.4 Million
Administration

- Office supplies
- Safety equipment for playgrounds, parks, etc.
- Maintenance
  - Plumbing, Electrical, Parking Lot Striping, Critter Control, Signs, Fencing
- Park Equipment
  - Grills, Tables, Water Fountains, Mulch, Wood Chips

Note: Public Service Department provides in-house service to parks and facilities
Athletics

• Sports Equipment
  – Balls, Bases, Soccer Goals
• Maintenance
  – Chemicals, Fertilizer, Sand
• Facility Supplies
  – Concessions Items
• Tournament Supplies
  – Trophies, T-Shirts

Recreation

• Facility equipment
  – tables, chairs, games, scoreboards, kitchen appliances
• Aquatics
  – safety equipment, chemicals, uniforms
• Arts & Crafts
  – supplies for classes, facility
Contracts

- Bus Transportation
- Janitorial
- Pest Control
- Portable restrooms
- Security (locking & unlocking restrooms & parks)
- Gym Floor Refinishing
- Uniforms

2018-2019- Capital Projects Funded

- $500,000 for Greenways
- $400,000 for ballfields, playgrounds, tennis/pickleball courts
  - Court resurfacing, crack repairs, lighting, fences, etc.
- $10 million for Urban Wilderness
- $450,000 Harriet Tubman Park improvements
- $100,000 Ed Cothren Pool Upgrade and Resurfacing.
2018-2019 Potential Purchases

• Outdoor Scoreboards
• Playgrounds
• Weight Room Flooring
• Security Cameras
• Ballfield Lighting

Questions & Answers

Contact Information:
Sheryl Ely or Aaron Browning
(865) 215-1700
elsey@knoxvilletn.gov
abrowning@knoxvilletn.gov
PUBLIC SERVICE 101

► The City of Knoxville’s Public Service Department has 292 employees and a total annual budget of approximately $35 million.
► The PSD is the “behind the scenes” service provider for our customers.
► The department is broken up into 7 functional areas:
  o Administration
  o Neighborhood Services (Zones 1-6)
  o Construction
  o Horticulture
  o Urban Forestry
  o Facilities
  o Solid Waste
CAPITAL PROJECTS 2018/2019

► Project: **Roof/HVAC Program**

► Schedule: Multi-Year Program = $400,000
► Needs: Often smaller projects requiring:
  ▪ Parts suppliers
  ▪ Contractors to complete the work or portions of a job
  
► Four re-roofing projects are tentatively scheduled for 18/19: Fire Station Headquarters, Cumberland Estates Recreation Center, Milton Roberts Recreation Center, and Ridley Helton Storage Shed

CAPITAL PROJECTS 2018/2019

► Project: **Fire Station Maintenance Program**

► Schedule: Multi-Year Program = $300,000
► Needs: Renovations will include: structural repairs, painting, electrical upgrades, asbestos abatement, fixtures, bathroom, kitchen, & living space upgrades, concrete repairs, etc. Fire Station #18 is an example of recently upgraded facilities.
► Fire Station #4 (2300 Linden Avenue) is scheduled for 18/19.
OTHER PROJECTS 2018/2019

► Project: Solid Waste Transfer Station Repairs
► Schedule: Fall/Winter 2018/19
► Needs: Outside paneling repair, ventilation fan repair, some electrical work, painting, lighting, etc.

PSD CONTRACTS

► While these are not up in 2018/19, we periodically accept bids for:
  ► Mowing/Landscape
  ► Tree Planting
  ► Tree Purchasing
  ► Janitorial and Pest Control Services for PWC
  ► Uniforms
  ► Boots/shoes
► These are typically 1 year contracts with 2-1 year options.
The Public Service Department purchases several vehicles, both light and heavy through our Fleet Services Department.

If you have an interest in bidding on any of these or providing equipment demonstrations, please do not hesitate to contact our Fleet Department or Chad Weth at 215-2060 or cweth@knoxvilletn.gov.

The Public Service Department also at times competitively bids many other services such as equipment, materials, supplies, T-shirts, solid waste needs, etc.

If you have an interest in bidding on any of these services, please do not hesitate to contact Chad Weth at 215-2060 or cweth@knoxvilletn.gov.
The Public Service Department purchases several items on an ongoing basis that fall below the $5,000 purchasing thresholds.

Items include: Eye protection, first aid supplies, rakes, shovels, gloves, confined space entry protection, Gatorade, etc.

If interested, please contact Ben Buckner, Logistics and Supply Manager at 215-6040.

QUESTIONS?

Thank You!
Business Opportunities Event
June 13, 2018

Overview of Opportunities

• Homemaker’s Program
• Blighted Properties Redevelopment Program (BPRP)
• Construction/Housing Rehabilitation Program
• Commercial Façade Improvement Program
• HUD’s Section 3 Program
Homemaker’s Program

- City-owned properties acquired through Codes Enforcement or Redevelopment Programs are sold through the Homemaker’s Program.
- Opportunity: Purchase property to rehab or construct new housing.
- A list of properties, a fact sheet and applications are on the City’s website.
- Contact: Kathy Ellis, Sr. Project Specialist, at 865-215-2120.

Blighted Property Redevelopment Program (BPRP)

- Development financing (not permanent) through loans and grants to redevelop and renovate eligible vacant, blighted dwelling units, or construct new dwelling units on vacant, blighted properties.
- Opportunity: Redevelopment loans and Lead Testing and Remediation grants for developers / contractors with short term financing at 0%.
- To apply: Call Janna Cecil, Housing Manager, at 865-215-2120.
Construction/Housing Rehab Program

- Loans, grants, and technical assistance to help low-to-moderate income homeowners and landlords of affordable rental units make major repairs that meet the Neighborhood Housing Standards. Funds are also available to assist in the development of affordable rental units.

- Opportunities: Comprehensive residential rehab, new construction & lead based paint abatement contracts.
  - Note: Contracts for rehab are between Property Owner and Contractor.

- To apply to be on the “Qualified Contractor List,” call Todd Kennedy, Construction Management Supervisor, at 865-215-2120.

Commercial Façade Improvement Program

- Opportunity: Incentive program to improve the facades of certain types of buildings within targeted redevelopment areas in order to increase property values and economic viability of the area.

- Provides 80% of project costs with 20% match from property owner. Maximum of $50,000 forgivable loan. Additional restrictions may apply.

- To obtain an application or additional information, call Ken McMahon, Project Manager, at 865-215-2854.
Section 3
Housing and Urban Development Act of 1968

• Designed to direct economic opportunities to local residents and businesses.
• Provides preference to low-and very low-income residents of the local community, and the businesses that substantially employ these persons.
• HUD funds are one of the largest sources of federal investments in distressed communities.
• These funds typically result in new employment, training and contracting opportunities.
• To obtain an application or additional information, call Gwen Winfrey, Project Specialist, Sr., at 865-215-2120.

Thank You for Attending!

www.knoxvilletn.gov/development

City of Knoxville
Community Development Department
865-215-2120
Introduction to KCDC

- In 1936, to fulfill the promise for safe, decent and affordable housing the City of Knoxville established the Knoxville Housing Authority

- Today that organization is known as Knoxville’s Community Development Corporation (KCDC)

- KCDC has grown from two housing developments to overseeing twenty and has expanded its role to serve as the public housing and redevelopment authority for the City of Knoxville and Knox County
Properties Owned/Managed by KCDC

- Autumn Landing
- Austin Homes
- Cagle Terrace
- Five Points Duplexes
- Guy B. Love Towers
- Isabella Towers
- Lee Williams Senior Citizen Complex
- Lonsdale Homes
- Montgomery Village
- Nature’s Cove

Properties Owned/Managed by KCDC

- North Ridge Crossing
- Northgate Terrace
- Passport Homes
- Passport Residences
- Residences at Eastport
- Residences at Five Points
- Valley Oaks
- Verandas
- Vista
- Walter P. Taylor Homes
- Western Heights
Summary of General Information

- KCDC has 3,525 apartments
- KCDC has 132 employees
- KCDC contracts out most services
- KCDC buys items to maintain its apartments and its offices
- KCDC increasingly relies on “term bids” to meet its needs—please respond when these are posted to our website

Compete in the Procurement Process

- KCDC wants you to compete in the procurement process
- Check the opportunities on our webpage at www.kcdc.org
- Click on “Procurement” and then on “Open Solicitations”
Quotations

- Expenditures over $3,000 but under $25,000 are considered quotes
- Procurement normally assigns a quote number and posts the document to the web page as part of our outreach efforts
- At least three qualified firms must be solicited
- May not be very complex
- Formal sealed bidding rules do not apply

Formal Solicitations

- Over $25,000, KCDC uses formal bids to meet the legal requirements imposed by State and Federal Governments
- Procurement will assign a bid number and post the bid to the web page
- The length and complexity of the document will vary with the procurement need
KCDC normally requires insurance for services:

- Commercial General Liability: $2,000,000
- Automobile Liability: $1,000,000
- Workers Compensation: $500,000
- KCDC listed as an additional insured
- Same requirements for any subcontractors

KCDC normally requires bonding for construction projects only if they exceed $100,000:

- Bid Bond: 5%
- Payment Bond: 100%
- Performance Bond: 100%
Other Information

KCDC enforces “Davis Bacon” wage requirements on federally covered projects when a construction or maintenance project reaches or exceeds $2,000

- Specific hourly pay rates for employees
- Certified payrolls
- Employee interviews

Upcoming Opportunities

The following pages list potential upcoming projects

- Due to funding, contracts, KCDC needs and other issues, there is no guarantee that all of these opportunities will actually occur
- Other projects are likely to arise as needs change
- There is no guarantee that the suggested timelines will stay accurate as they are currently presented
- Watch KCDC’s webpage for actual opportunities as they arise
### Anticipated One Time Opportunities in FY19

<table>
<thead>
<tr>
<th>Title</th>
<th>Timeline</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Love Towers</strong></td>
<td></td>
</tr>
<tr>
<td>Install Smoke Detectors in the Bedrooms</td>
<td>TBD</td>
</tr>
<tr>
<td>Reverse Swing of the 6 Trash Chute Doors</td>
<td>TBD</td>
</tr>
<tr>
<td>Various Repairs in the Billiard Room</td>
<td>TBD</td>
</tr>
<tr>
<td>to Comply With UFAS</td>
<td></td>
</tr>
<tr>
<td>Various Repairs in the Commons Area</td>
<td>TBD</td>
</tr>
<tr>
<td>Bathrooms To Comply With UFAS</td>
<td></td>
</tr>
<tr>
<td>ADA Parking Changes to Comply With UFAS</td>
<td>TBD</td>
</tr>
<tr>
<td>Modify 12 Units To Comply With UFAS</td>
<td>TBD</td>
</tr>
</tbody>
</table>

### Anticipated One Time Opportunities in FY19

<table>
<thead>
<tr>
<th>Title</th>
<th>Timeline</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Montgomery Village</strong></td>
<td></td>
</tr>
<tr>
<td>Sealing and Striping Asphalt Parking Lots</td>
<td>TBD</td>
</tr>
<tr>
<td>Installation of 380 Concrete Pads for</td>
<td>TBD</td>
</tr>
<tr>
<td>Condenser Units</td>
<td></td>
</tr>
<tr>
<td>Replace Damaged Property Sign</td>
<td>TBD</td>
</tr>
<tr>
<td>Refurbish Basketball Court</td>
<td>TBD</td>
</tr>
<tr>
<td>Replace Water Mains in 35 Buildings</td>
<td>TBD</td>
</tr>
<tr>
<td>Replace Supply Riser Water Lines and Drain</td>
<td>TBD</td>
</tr>
<tr>
<td>Lines In 380 Units</td>
<td></td>
</tr>
<tr>
<td>Install Attic Insulation</td>
<td>TBD</td>
</tr>
</tbody>
</table>
### Anticipated One Time Opportunities in FY19

<table>
<thead>
<tr>
<th>Title</th>
<th>Timeline</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Montgomery Village</strong></td>
<td></td>
</tr>
<tr>
<td>Replace Maintenance Garage Roof</td>
<td>TBD</td>
</tr>
<tr>
<td>Install Additional Video Monitoring System</td>
<td>TBD</td>
</tr>
<tr>
<td>Replace VCT Flooring in the Boy's &amp; Girl's Club</td>
<td>TBD</td>
</tr>
<tr>
<td>Replace VCT Flooring in the Rental Office</td>
<td>TBD</td>
</tr>
<tr>
<td>Replace VCT Flooring the Ministry Building</td>
<td>TBD</td>
</tr>
<tr>
<td>Replace Acoustic Ceiling Tile in the Boy's &amp; Girl's Club</td>
<td>TBD</td>
</tr>
<tr>
<td>Replace VCT Floor Tile with LVT in 380 Units</td>
<td>TBD</td>
</tr>
<tr>
<td>Replace Wall Hung Sinks with Vanity Mounted Sinks In 364 Units</td>
<td>TBD</td>
</tr>
<tr>
<td>Install I-Core Deadbolt Locks on Exterior Doors and Mechanical Rooms in 380 Units</td>
<td>TBD</td>
</tr>
<tr>
<td>Install Exterior Passage Sets on Exterior Doors in 380 Units</td>
<td>TBD</td>
</tr>
<tr>
<td>Install Fire Stops Under the Range Hoods in 380 Units</td>
<td>TBD</td>
</tr>
<tr>
<td>Install Audio/Visual Alarm Notification in 1 Unit</td>
<td>TBD</td>
</tr>
<tr>
<td>Install CO Detectors in 45 Units</td>
<td>TBD</td>
</tr>
<tr>
<td>Install Audio/Visual Alarm Notification in 1 Unit</td>
<td>TBD</td>
</tr>
</tbody>
</table>
### Anticipated One Time Opportunities in FY19

<table>
<thead>
<tr>
<th>Title</th>
<th>Timeline</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Passport Homes and Residences</strong></td>
<td></td>
</tr>
<tr>
<td>Install Audio/Visual Alarm Notification in 1 Unit</td>
<td>TBD</td>
</tr>
<tr>
<td>Install CO Detectors in 45 Units</td>
<td>TBD</td>
</tr>
<tr>
<td>Install Audio/Visual Alarm Notification in 1 Unit</td>
<td>TBD</td>
</tr>
</tbody>
</table>

### Anticipated One Time Opportunities in FY19

<table>
<thead>
<tr>
<th>Title</th>
<th>Timeline</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Western Heights</strong></td>
<td></td>
</tr>
<tr>
<td>Exterior Buildings &quot;Clean Brick, Tuck Point, Apply Paint&quot;</td>
<td>TBD</td>
</tr>
<tr>
<td>Mold Remediation Interior Wall Repair</td>
<td>TBD</td>
</tr>
<tr>
<td>Sanitary Sewer Replacement</td>
<td>TBD</td>
</tr>
<tr>
<td>Water Line Replacement</td>
<td>TBD</td>
</tr>
</tbody>
</table>
Anticipated Opportunities in FY19

<table>
<thead>
<tr>
<th>Title</th>
<th>Timeline</th>
</tr>
</thead>
<tbody>
<tr>
<td>Computer Training Services</td>
<td>Fall</td>
</tr>
<tr>
<td>Custodial Services Main Office Building</td>
<td>Winter</td>
</tr>
<tr>
<td>Fingerprinting Services</td>
<td>Winter</td>
</tr>
<tr>
<td>Fire Extinguisher Services</td>
<td>Spring</td>
</tr>
<tr>
<td>Flexible Spending Account &amp; HRA Administration Services</td>
<td>Winter</td>
</tr>
<tr>
<td>Industrial Supplies</td>
<td>Fall</td>
</tr>
<tr>
<td>Roofing Services</td>
<td>Summer</td>
</tr>
<tr>
<td>Windows, Glass and Parts</td>
<td>Summer</td>
</tr>
</tbody>
</table>

Important Closing Thoughts-Part 1

- Register with KCDC as a potential vendor
- Watch our webpage for opportunities
- Read solicitation document thoroughly
- Follow the solicitation document instructions
Important Closing Thoughts-Part 2

- Ask questions
- Attend Pre-Bid conferences
- Submit bids/quotes on time and as our forms specify
- Need more information? Please ask!
- Need me to review your bid paperwork-just ask?
- Want a presentation for your group? Ask me!

Want more information about KCDC?

Contact KCDC’s Procurement Division:
Street: 901 N. Broadway, Knoxville, TN 37917
Phone: (865) 403-1133
Email: purchasinginfo@kcdc.org
Web: www.kcdc.org Click on “Procurement”
Have a great day!
What is The PBA?

- 1971-Knox County and the City of Knoxville acted jointly to create the Public Building Authority of the County of Knox and the City of Knoxville, Tennessee (the ”PBA”). The Certificate of Incorporation of the PBA was filed with the Secretary of State of Tennessee on July 20, 1971.
- The PBA has a Board of 11 members who oversee it. The Board members are selected for representation by Mayors of both the City of Knoxville (COK-5) and Knox County (KC-6).
- Jayne Burritt is the Administrator/CEO.
- PBA performs property management, property development, telecommunications, parking management and on-street enforcement duties.
- PBA receives funding from the City of Knoxville and Knox County to carry out it purposes. PBA is a not for profit, “quasi-governmental entity” and any funds not used are returned to the City of Knoxville/Knox County annually.
- PBA can:
  - Construct, manage, operate and lease various public facilities whether owned by PBA, the COX or KC.
  - Provide specification, acquisition, maintenance, operation, supervision and consultation of the telephone and telecommunication infrastructure owned by COX and/or KC.
- For more information about PBA, visit our website at www.ktnpba.org.
**PBA PROPERTY MANAGEMENT**

*Director of Property Management, David Lively*

Provides facility support services to City of Knoxville and Knox County properties 24 hours/7 days a week.

- Custodial
- Maintenance
- Security & Life Safety
- Grounds

- With approximately 100 employees
- $13 million Operating Budget (Total PBA FY2018)
- Approximately
  - 80 properties
  - 2 million Square Feet
  - 23 Acres of Parks
  - 6,000 Downtown Parking Spaces

PBA also handles:
- Parking Management Services
- Parking Enforcement

Contact Information
865-215-8400
dively@ktnpba.org

**PBA PROPERTY DEVELOPMENT**

*Director of Property Development, Kristin Grove*

*The PBA Property Development Department employs a director, project manager, contract administrator and project coordinator.*

*Development, construction, renovation and remodeling services may be provided to a number of governmental entities like:
  - Knox County
  - City of Knoxville
  - Knox County Schools
  - Knoxville Area Transit
  - CAC, etc.

*PBA also performs Telecommunication Services.*

Contact Information:
865-215-4610
kgrove@ktnpba.org
City County Building
Completed: 1979
Square Footage: 534,000
Floors: 10 Stories
Garage Attached: 842 parking spaces

CITY COUNTY BUILDING

4th Floor Renovations
$25,000

Flag Court Repair
$50,000

Flooring Replacement
$170,000

Restroom Renovations
$40,000

WayFinding Signage
$131,000

Communications Center Renovations
$75,000
Upcoming RFPs
May 2018 – October 2019

- Pumps & Installations 5/11/18
- Interior Plant Maintenance 5/31/18
- General Construction Services 6/15/18
- HVAC Maintenance Services 9/14/18
- Plumbing Supplies 9/20/18
- Waterproofing Services 10/14/18
- Paving & Repair 11/1/18
- Plumbing Services 11/30/18
- Mowing Services 11/30/18
- Fire Monitoring 5/31/19
- Bottle Water Services 6/30/19
- Custodial Services 7/1/19
- HVAC Parts & Equipment 9/20/19
- Waterproofing Services 10/14/19

Property Development Bids

- Construction Manager @ Risk for the Knoxville Civic Auditorium & Coliseum
  - HVAC Equipment
  - Sports Lighting Fixtures
  - Painting & Prep
  - Ice Rink Renovation
- Security Cameras (Parking Garages, other COK properties)
- Worlds Fair Park Performance Lawn Renovation
- Volunteer Landing Trash Compactor
- City County Building Fitness Center
- City County Building 5th & 6th Floor Renovations
- State Street Garage Expansion
- Other projects as approved
Other Types of Projects

- REIMBURSABLE
- UNPLANNED REPAIRS
- ADDED RESPONSIBILITIES
- EMERGENCY

NEW & IMPROVED
1. Click on “Doing Business with PBA” tab at the top of the page.
2. Your options are:
   * How to be a Vendor
   * Current Solicitations
   * About PBA Procurement
   * Links
   * Contact Us

www.ktnpba.org
David Griffin
Contract & Procurement Manager
912 South Gay Street
Suite 710
Knoxville, TN 37902
Office: 865-215-4681
Fax: 865-215-4637
Email: dgriffin@ktnpba.org

Thank you
City of Knoxville Business Breakfast

June 13, 2018

KUB

Agenda

- KUB overview and KUB Procurement
- Doing business with KUB
- Doing the work
- Upcoming opportunities
- Questions and open discussion
KUB Overview and KUB Procurement

June 13, 2018

Our Vision:
KUB exists to serve its customers, improving their quality of life by providing utility services that are safe, reliable and affordable.

Our Mission:
Our mission is to act as good stewards of our communities’ resources: utility assets, customer dollars, and the environment. We work to safeguard those resources and enhance their value for the people of the communities we serve and generations to come.

We Measure Our Success by:

<table>
<thead>
<tr>
<th>Customer Satisfaction</th>
<th>System Performance</th>
<th>Financial Performance</th>
<th>Safety Performance</th>
</tr>
</thead>
</table>

Keys to Success:

- Managing Our Utility System Infrastructure
  - Electric
  - Natural Gas
  - Water
  - Wastewater
- Improving The Customer Experience
- Managing Our Finances Effectively
- Meeting Or Exceeding Regulatory Standards
- Investing in A Skilled, Diverse Work Force
- Partnering For Economic Development
- Being Environmentally Responsible

Shared Values:
- We value the safety and well-being of our customers and employees.
- We value fairness, and try always to make decisions that provide the greatest good for the most people.
- We are in a position of trust and hold ourselves to high ethical standards.
- We improve the value of our services through efficiency, innovation and communication.
- We value the commitment and hard work of our employees.
- We are environmentally responsible in our operations and support the sustainability of our communities’ natural resources.
- We participate in the communities we serve.
### General Information

- KUB is an agency of the City of Knoxville
- Purchases made in accordance with the TCA (Tennessee State Laws)
- KUB internal
  - Procurement guidelines
  - Procurement procedures
- Different than federal purchasing
- Different than private/public company purchasing

### Procurement Guidelines

- Purchases under $1,000: Managed at department level (Purchase orders and Procards are typical)
- Purchases from $1,000 to $3,999: Buyers/Contract Specialist obtain at least three oral or written quotations
- Purchases from $4,000 to $9,999: Buyers/Contract Specialists obtain at least three written quotations
Procurement Guidelines

- Purchases $10,000 and up: Buyers/Contract Specialists advertise and conduct a competitive bidding process
  - Request for bids (RFB)
  - Request for proposals (RFP)

Areas of Responsibility

- **Daniel Kembel**, Contract Services and Purchasing Supervisor
  - Phone: (865) 558-2290
  - Email: Daniel.Kembel@kub.org

- **Craig Bogan**, Contract Specialist
  - Phone: (865) 594-7431
  - Email: Craig.Bogan@kub.org
  - Capital Construction, Service Agreements, and Professional Service Agreements

- **Shari Hurst**, Contract Specialist/Buyer
  - Phone: (865) 558-2461
  - Email: Shari.Hurst@kub.org
  - Capital Construction, Utility Materials, Products, and Supply Agreements

- **Zachary Breeding**, Contract Specialist
  - Phone: (865) 558-2489
  - Email: Zachary.Breeding@kub.org
  - Capital Construction, Service Agreements, Professional Service Agreements, and Contractor Pre-Qualification
Areas of Responsibility

- **Drew Antunes**, Buyer
  - Phone: (865) 558-2510
  - Email: Drew.Antunes@kub.org
  - IT Hardware, Software, and Professional Service Agreements

- **Jermon Bishop**, Buyer
  - Phone: (865) 558-2546
  - Email: Jermon.Bishop@kub.org
  - Office Equipment, Safety Equipment, Transportation Equipment, and Supply Agreements

- **Rebekah Taylor**, Buyer
  - Phone: (865) 558-2307
  - Email: Rebekah.Taylor@kub.org
  - Utility Materials, Products, Supply Agreements, and Properties

- **New Hire**, Buyer

Doing Business with KUB

June 13, 2018
KUB Website Bid Advertising

Open Bids and Requests for Proposals

BRAND AND REQUESTS

Solicited bid opening times vary, but are always Eastern Standard Time, and are noted in the bid documents. If you are interested in a specific bid, it is the vendor's responsibility to check back periodically before the closing date for any updates.

1300, Gas Tools and Equipment

These are attachments to documents. If you are interested in a specific bid, it is the vendor's responsibility to check back periodically before the closing date for any updates.

Additional information on solicitation times and the KUB bid process are included.

1300, Gas Tools and Equipment

These are attachments to documents. If you are interested in a specific bid, it is the vendor's responsibility to check back periodically before the closing date for any updates.

Additional information on solicitation times and the KUB bid process are included.

BidSync

www.bidsync.com
BidSync

- Vendor Registration at www.bidsync.com
- Beginning September 4, 2018, KUB will issue all bid documents online with BidSync
- Links will be available to bid documents at www.kub.org

Newsletter – Inside KUB Procurement
Construction Pre-Qualification

- Prime contractors for utility construction projects and certain service contracts are pre-qualified with KUB
  - Prior to bidding
  - Electric, Natural Gas, Water, Wastewater, Vegetation Management & Paving
- Pre-qualification application forms are located on www.kub.org

Doing the Work

June 13, 2018
Professional Services

- **Design Services**
  - Construction Drawings
  - Architectural Services
  - Permitting

- **Consulting**
  - Auditing/Training/HR
  - IT/Computer systems
  - Legal services

### Professional Services Agreement Breakdown (CY2017)

<table>
<thead>
<tr>
<th>Category</th>
<th>Amount (in Millions)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Architecture</td>
<td>$8.0</td>
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<tr>
<td>Engineering</td>
<td>$1.1</td>
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<td>Legal Services</td>
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<td>Consulting</td>
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<td>IT Support</td>
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<tr>
<td>Auditing</td>
<td>$0.1</td>
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<tr>
<td>Training</td>
<td>$1.8</td>
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</tbody>
</table>

*In Millions*
Construction Versus Materials
Purchase Order Amounts (CY 2017)

Materials and Supplies

- Stock Items (Supply Agreements)
  - Two Main Warehouses
    - Hoskins Storeroom (Electric)
    - Jackson Avenue Storeroom (Gas, Water, Wastewater)

- Non-Stock Items (Some Supply Agreements)
  - Frequently Used Materials (Supply Agreements)
  - Infrequently Used Materials (Bids & Quotes)
Materials and Supplies

- Supply Agreements cover materials bought frequently such as:
  - Electric Materials
  - Water & Wastewater Materials
  - Poles (wood, steel, ductile iron)
  - Transformers
  - Tools
  - Mill Supplies
  - Vehicles/Bucket Trucks
  - Rental Equipment
  - Concrete
  - Tools
  - IT Hardware/Software

Annual Purchase Order Amounts
Materials/Services (CY 2017)
(Does Not Include Construction)

$67

$10.6 $8.1

Materials, Chemicals, Meters, Transformers, MRO Items, Service Agreements
Safety Products, Lab Supplies, Office Sales, Office Equipment, Vehicles, Service Agreements
IT Hardware, Software, Service & Support Agreements

In Millions
Construction and Services

- Capital Improvement Projects for all KUB utilities
- Service Agreements
  - Facilities Maintenance
  - General Hauling
  - Lawn and Landscape Services
  - Paving Services

Contract Services CY2017
Purchase Orders Bid

In Millions

- Allocated: $4.8
- Electric: $32.57
- Gas: $34.9
- Water: $18.5
- Wastewater: $8.6
Upcoming Opportunities

June 13, 2018

KUB

Electric System

Customers: 205,000
Service Territory: 688 square miles
Service Lines: 5,352 miles
Infeed Substations: 9
Substations: 63
System Capacity: 3,029.5 MW
Peak Hourly Demands:
Winter: 1,332 MW (Feb. 2015)
Summer: 1,235 MW (Aug. 2007)
FY 19 Continues Century II and Improves Reliability and Supports Growth

- Century II upgrades substations, transmission and distribution lines, poles, and underground cable
- Downtown network system improvements support reliability
- Supporting growing customer demand

Century II Upgrades at Three Substations

- Hendron’s Chapel
  - $1.2M includes new 25 MVA transformer
- South Knoxville
  - $1.2M includes new 25 MVA transformer
- Trentville
  - $550,000 upgrades station
Replacing Direct Buried Cable Improves Reliability

- $1.9M in FY 19 replaces 9 miles
- 38 miles will remain
- All replaced by 2024

Vegetation Management

- Annual Lump Sum Circuit Contracts
- Multi-year Unit Contracts
- Multi-year Hourly Contracts
- Data driven cost management
  - $9.4M prunes 55 circuits in FY 19
  - Covers 1,100 miles of lines
Natural Gas System

Customers
101,782

Service Territory
288 square miles

Distribution Mains
2,425 miles

Peak Capacity
157,381 dth

Peak Demand
140,204 dth (1/17/18)

FY 19 Continues Century II

- Distribution Integrity Management Program prioritizes investments
- System improvements further reliability and enable growth
Century II Steel Replacements

- Cold weather survey
- Data driven replacement
- Focused on 2-inch steel with couplings
- $5M replaces 11 miles in FY 19

<table>
<thead>
<tr>
<th>FY 19 Projects</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
</tr>
<tr>
<td>Suburban Hills: 12,000 LF</td>
</tr>
<tr>
<td>Rotherwood: 12,100 LF</td>
</tr>
<tr>
<td>West Hills: 20,200 LF</td>
</tr>
<tr>
<td>Westview: 8,200 LF</td>
</tr>
<tr>
<td>Deane Hill: 5,300 LF</td>
</tr>
<tr>
<td>Forest Oak: 1,600 LF</td>
</tr>
<tr>
<td>Total: 59,400 LF</td>
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</tbody>
</table>

Water System

Customers: 79,572

[Map of water system with labels for County Lines, City Limits, Existing Lines, Treatment Plant, Wholesale Customers, Pump Stations, and Storage Facilities]
### FY 19 Continues Century II and Improves System Resiliency

- **Century II**: water pipe, pump station, and treatment plant
- **Water plant resiliency**
  - Dual treatment trains
  - Increases flexibility
- **System improvements**: new transmission main

### FY 19 Century II Pipe Projects

- **Galvanized projects**: $1.7M
  - Workforce mix using contractors and KUB crews
  - Program 62% complete, 45 miles remaining
- **Cast iron and cement**: $1M
  - Wilson Road
  - Neyland Drive
## Roadway Improvements – $4M in FY 19

- **Magnolia Streetscapes**
  - Replaces 6- and 12-inch cast iron from 1920s
  - $800K
- **Western Ave**: $1.3M
- **I-275 at Baxter**: $520K
- **Merchants Drive/Clinton Hwy**: $400K
- **Alcoa Hwy**: $2.5M FY 19 – FY 21

## Water Pump Station Upgrades

- **McMillan Road**
  - Updating pumps, motors, and equipment
  - FY 19 and FY 20
  - $800K
- **Shady Grove**
  - Electrical, mechanical, SCADA upgrades
  - FY 19
  - $575K
Century II at MBW Water Treatment Plant

- Filter backwash improvements
  - FY 19 and FY 20
  - $3.75M
- Plant piping upgrades
  - Annual program
  - $150K in FY 19

Wastewater System

- Customers: 70,901
- Service Territory: 243 square miles
- Treatment Plants: 4
- Pump Stations: 69
- Collection Mains: 1,308 miles
- Storage Capacity: 34 MG
- Plant Capacity: 178 MGD
- Average Flow: 36.5 MGD
- Consent Decree: 2005 – 2021

MAP: County Lines, City Limits, Service Area, Existing Lines, Treatment Plants, Pump Stations, Storage Tanks
FY 19 Continues Century II and Regulatory Compliance

- Consent Decree: begin final plant upgrade at Kuwahee
- Century II: treatment plants, pipe, pump stations
- Capacity upgrades support system growth

Century II Projects at Kuwahee

- Digester heaters
  - Updating equipment
  - $6M in FY 18–19
- Sludge pumps
  - Supports CCP project
  - $5M in FY 18–19
### Using Trenchless Technology

- Reduces cost and neighborhood disruption
  - Cured-in-place liner
  - Pipe-bursting
- **Sequoyah Hills**
  - $3.4M for 5 miles
  - First of 3 phases
- I-275/Heiskell Ave: $2.2M
- Cedar Lane/Dry Gap Pike: $2.2M

### Trunkline Rehabilitation

- **Neyland Drive: $2.2M**
  - 0.5 miles of 48-inch concrete trunkline from 1970s
- **Holston Hills: $0.6M**
  - 0.6 miles of 15-inch concrete trunkline from 1960s
- **South Haven: $4.5M FY 19–FY 20**
  - 2 miles of 36- and 42-inch concrete trunkline from 1940s
Replacing Older Pump Stations

- Jones Street: $7.5M
  - Includes new force main under river
  - Pumps flow from South Knoxville
  - FY 19–FY 21
- Scottish Pike: $1.0M
- Pelham Road: $0.6M

Upcoming Service & Supply Agreement Opportunities

<table>
<thead>
<tr>
<th>Type of Service/Supply Agreement</th>
<th>Approximate Project to Market</th>
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<tbody>
<tr>
<td>VM Work Planning and Inspection Services</td>
<td>June, 2018</td>
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<tr>
<td>Plastic Fabrication Services</td>
<td>June, 2018</td>
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<tr>
<td>Machine Shop Services</td>
<td>June, 2018</td>
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<tr>
<td>Water Meter Supply Agreement</td>
<td>June, 2018</td>
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<tr>
<td>Wood Pole Supply Agreement</td>
<td>October, 2018</td>
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<tr>
<td>Tank Management Service Agreement</td>
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<tr>
<td>Gas Regulator Supply Agreement</td>
<td>October, 2018</td>
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<tr>
<td>VFD Supply Agreement</td>
<td>January, 2019</td>
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<tr>
<td>Radio Communications Supply Agreement</td>
<td>January, 2019</td>
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<tr>
<td>Tree Planting Program Service Agreement</td>
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<td>OHC Tools Supply Agreement</td>
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<tr>
<td>Glove Test Machine Service Agreement</td>
<td>March, 2019</td>
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<tr>
<td>Transformer Supply Agreement</td>
<td>March, 2019</td>
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<tr>
<td>Generator Maintenance Service Agreement</td>
<td>March, 2019</td>
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Questions?

KUB