BUSINESS OPPORTUNITIES PRESENTATION

June 23, 2021

CITY OF KNOXVILLE

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CITY OF KNOXVILLE

12th Annual Business Breakfast

CITY OF KNOXVILLE

INDYA KINCANNON, MAYOR

June 2021

Annual Business Breakfast

Engineering Department Presentation

CITY OF KNOXVILLE
INDYA KINCANNON, MAYOR

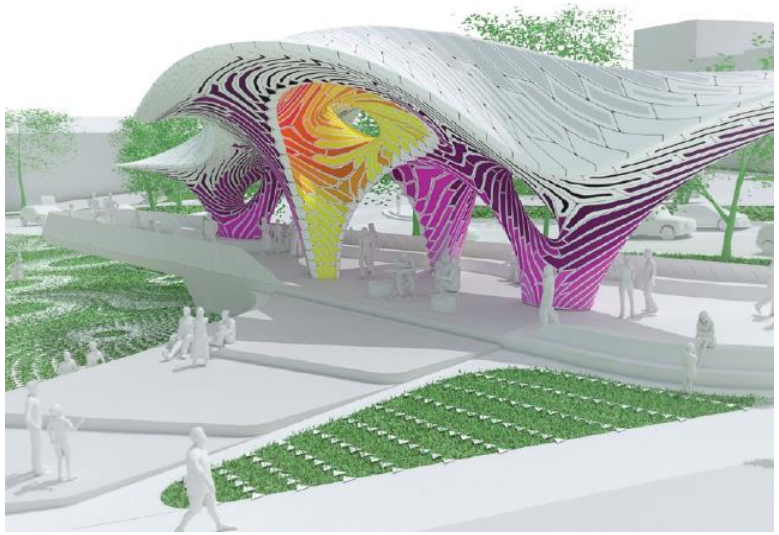
Coker Avenue Sidewalk Project

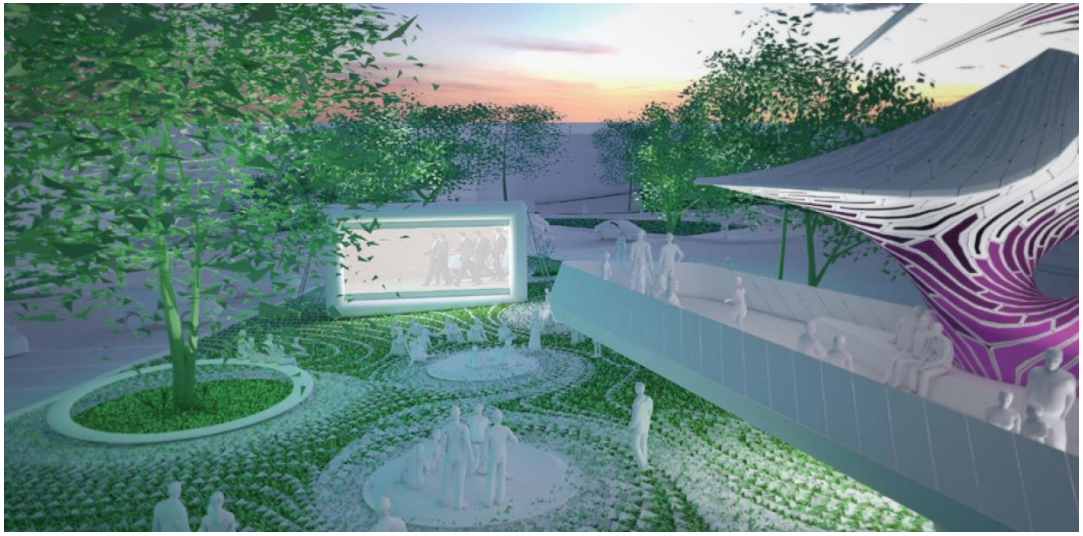
Designer: City of Knoxville

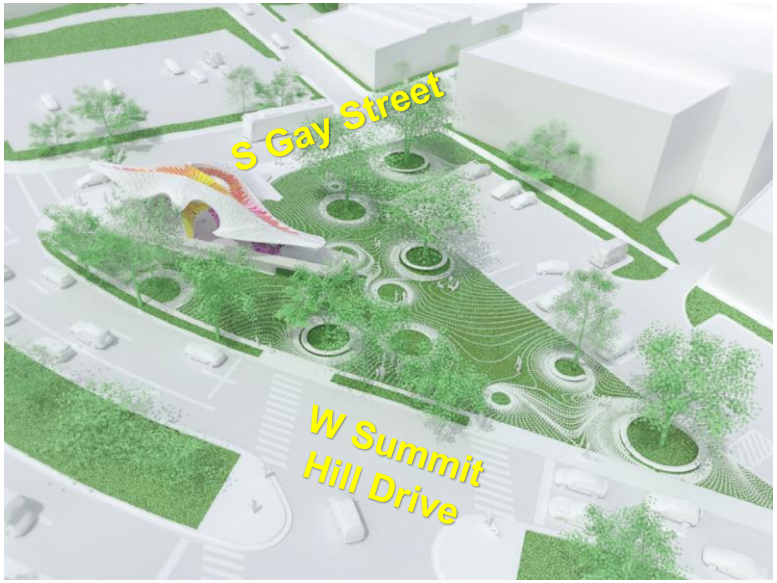
Design & ROW Phase: Ongoing

Bid & Award Phase: Spring 2021

Construction Phase: Summer 2021 – Fall 2021







Cradle of Country Music Park Project

Designer: 678 PA & THEVERYMANY

Design & ROW Phase: Ongoing

Bid & Award Phase: Spring 2021

Construction Phase: Summer 2021 – Winter 2022

Atlantic Avenue Sidewalk Project

Designer: Cannon & Cannon, Inc.

Design & ROW Phase: Complete

Bid & Award Phase: Summer 2021

Construction Phase: Fall 2021 – Fall 2022

Fort Kid Playground Project

Designer: Hedstrom Landscape Architecture

Design & ROW Phase: Complete

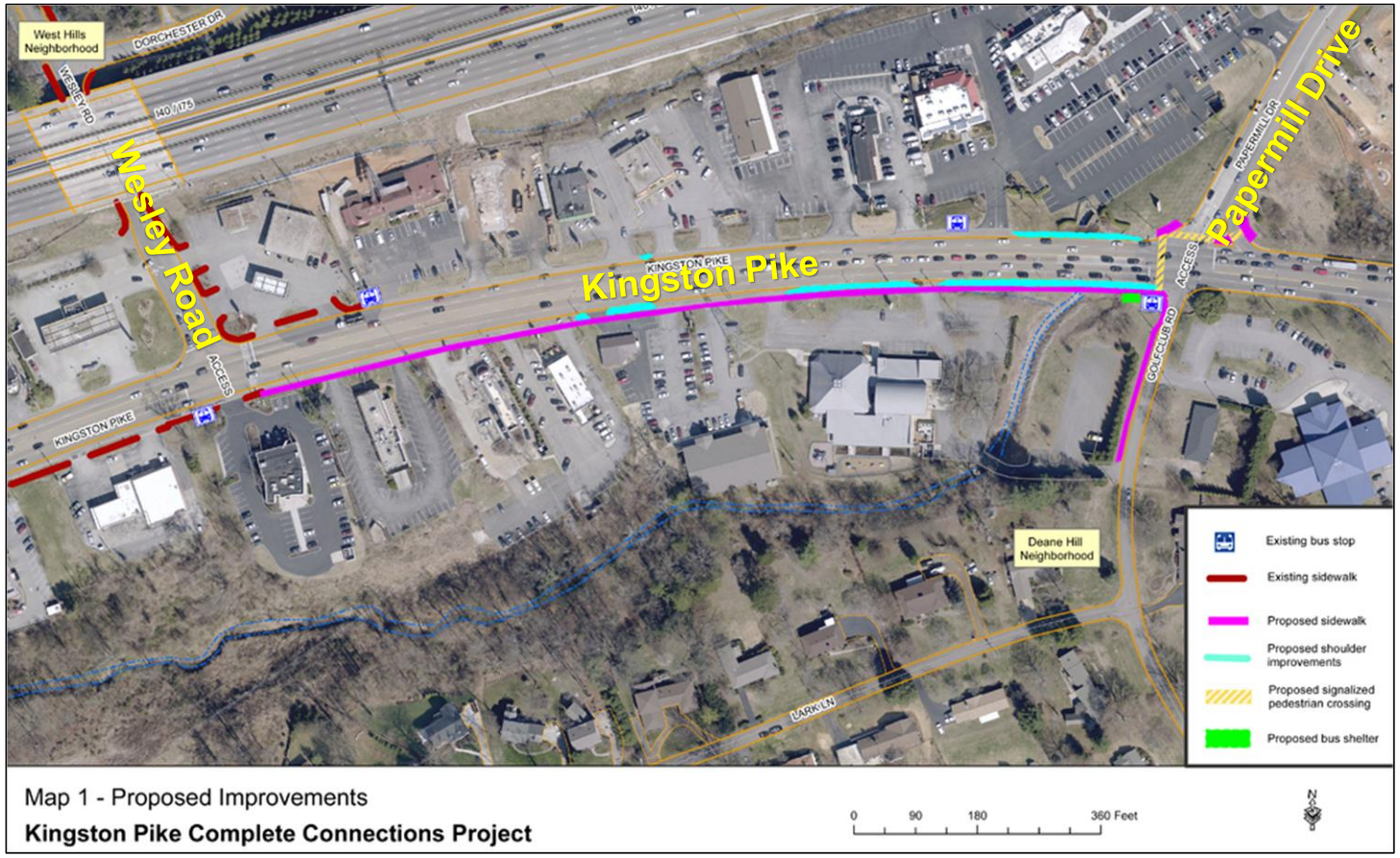
Bid & Award Phase: Summer 2021

Construction Phase: Fall 2021 – Spring 2022

September 2020 – Preliminary concept developed by Hedstrom Landscape Architecture

CITY OF KNOXVILLE
INDYA KINCANNON, MAYOR

Kingston Pike Complete Connections Project



Designer:
CDM Smith, Inc.

Design & ROW Phase:
Ongoing

Bid & Award Phase:
Summer 2021

Construction Phase:
TBD

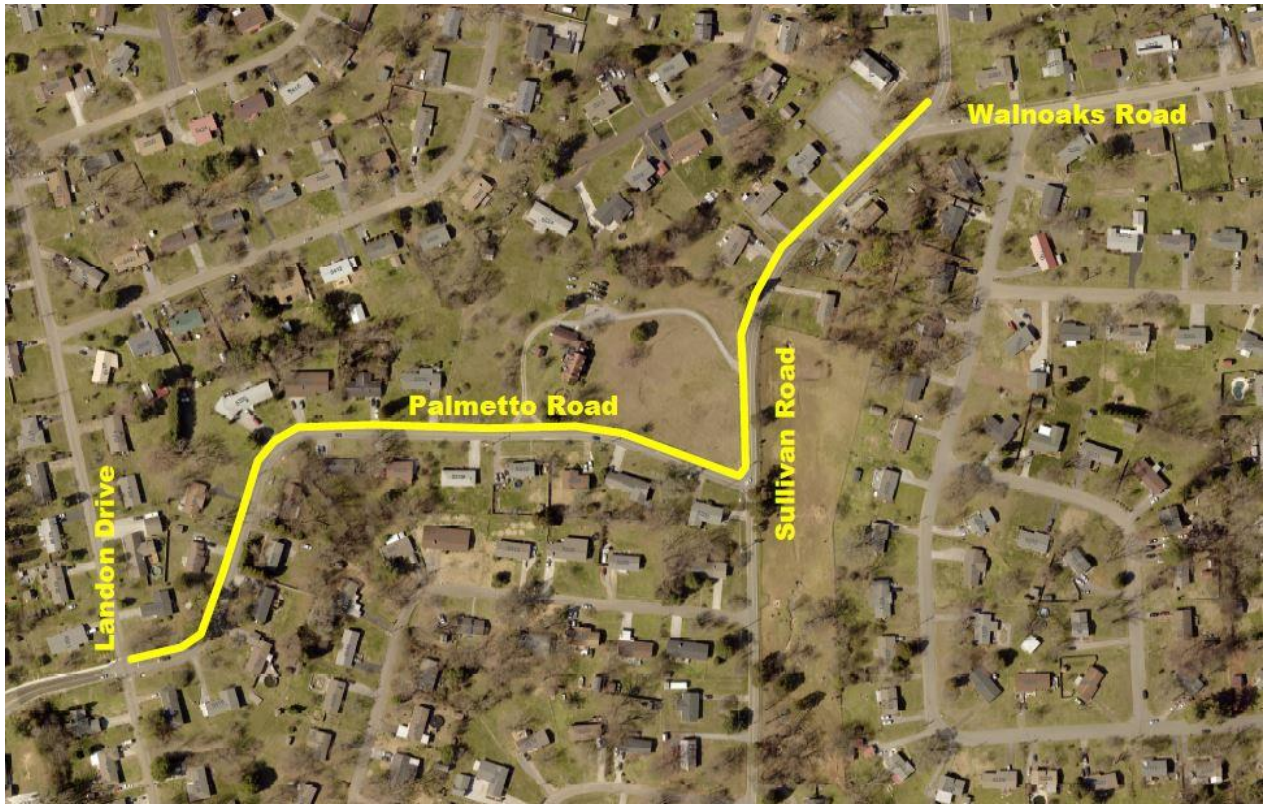
Palmetto Road & Sullivan Road Sidewalk Phase II Project

Designer: City of Knoxville

Design & ROW Phase: Ongoing

Bid & Award Phase: Summer 2021

Construction Phase: Fall 2021 – Winter 2022



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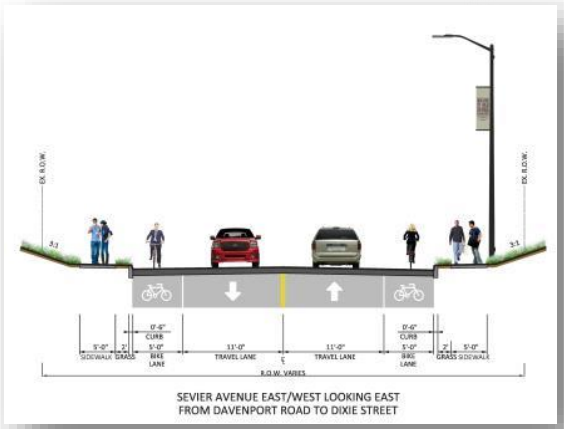
Sevier Avenue Improvements Project

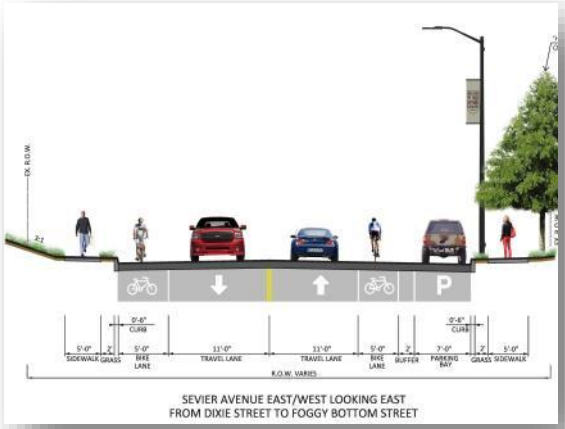
Bid & Award Phase:
Summer 2021

Construction Phase:
Fall 2021 –
Winter 2023



Designer: Vaughn & Melton Consulting Engineers, Inc.

Design & ROW Phase:
Ongoing



Texas Avenue Sidewalk Project

Designer: Cannon & Cannon, Inc.

Design & ROW Phase: Ongoing

Bid & Award Phase: Summer 2021

Construction Phase: Fall 2021 – Spring 2022

KNOXVILLE'S URBAN WILDERNESS

Urban Wilderness Gateway Amenities Project

Designer: Vaughn & Melton Consulting Engineers, Inc.

Design & ROW Phase: Ongoing

Bid & Award Phase: Summer 2021

Construction Phase: Fall 2021 – Fall 2022

CITY OF KNOXVILLE
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West Hills Park Tennis Court Addition Project

Designer: Lose Design

Design & ROW Phase: Ongoing

Bid & Award Phase: Summer 2021

Construction Phase: Fall 2021

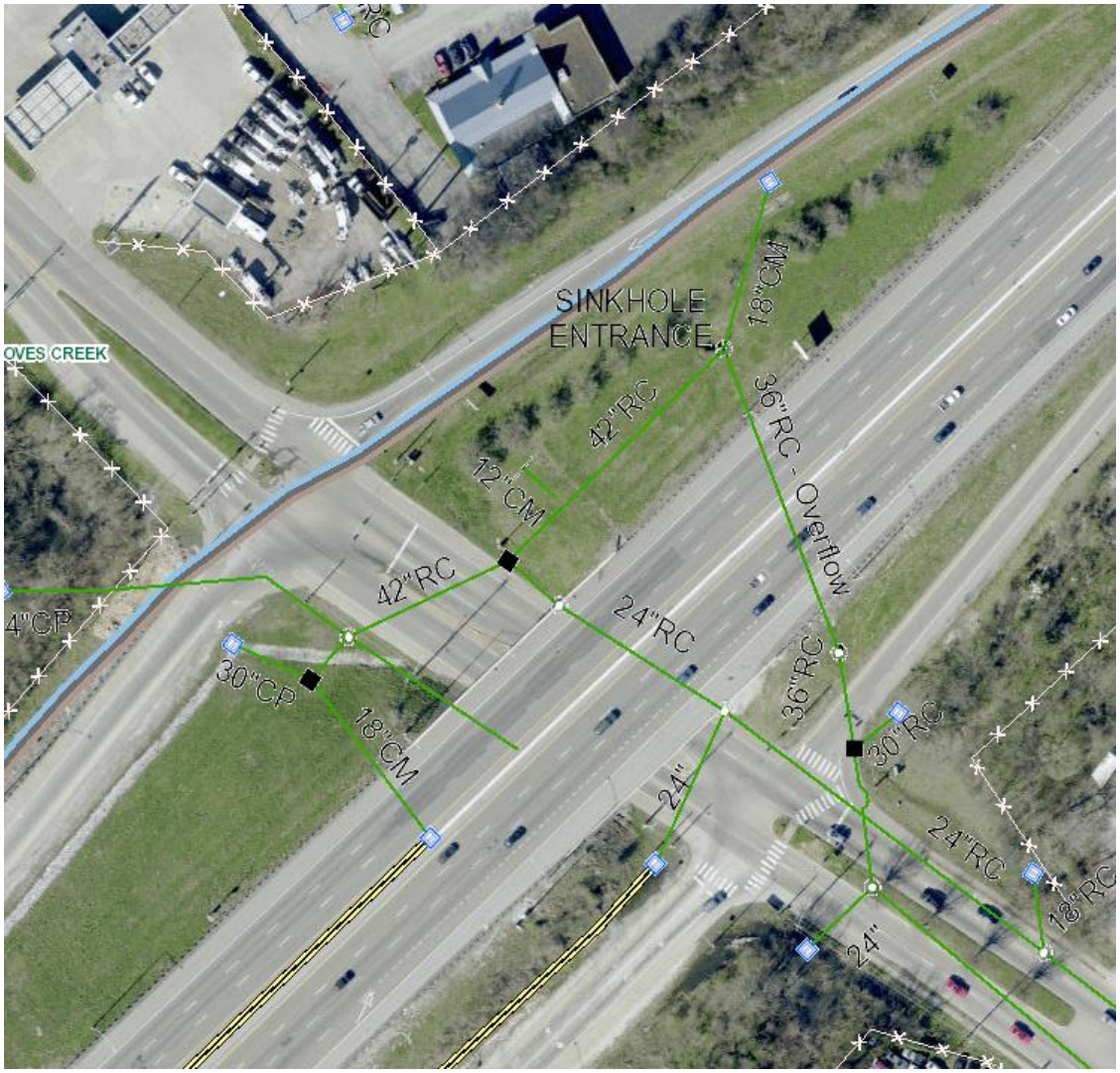
Cherry Street Sinkhole Water Quality Improvements Project

Designer: AECOM

Design Phase: Summer 2021

Bid & Award Phase: Fall 2021

Construction Phase: Winter 2022



Cured-In-Place Pipe Project, Phase IV

Designer: TBD

Design Phase:
Summer 2021

Bid & Award Phase:
Fall 2021

Construction Phase:
Winter 2022

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Interstate High Mast Lighting Installation Project

Designer: Fulghum, MacIndoe & Associates Design & ROW Phase: Fall 2021

Bid & Award Phase: Fall 2021 Construction Phase: Winter 2022

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Gay Street "Street Furniture" Replacement

Designer: TBD Design & ROW Phase: Summer 2021

Bid & Award Phase: Fall 2021 Construction Phase: Spring 2022

Liberty Street Multimodal Project

Designer: Barge Design Solutions, Inc.

Design & ROW Phase: Ongoing

Bid & Award Phase: Fall 2021

Construction Phase: Winter 2022 - Spring 2022

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Streetlight and Traffic Signal Pole Inspection and Evaluation Process

Bid & Award Phase: Fall 2021 Construction Phase: Fall 2021

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Streetlight Asset Management System Project

Bid & Award Phase: Fall 2021 Construction Phase: Fall 2021

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Streetlight Tree Trimming Project

Bid & Award Phase: Fall 2021 Construction Phase: Fall 2021

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Streetlight Utility Damage Prevention Project

Bid & Award Phase: Fall 2021 Construction Phase: Fall 2021

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INDYA KINCANNON, MAYOR

Summit Hill Pole Replacement

Designer: TBD Design & ROW Phase: Summer 2021

Bid & Award Phase: Fall 2021 Construction Phase: Spring 2022

2021 Third Creek Greenway Repairs Project

Designer:
Civil & Environmental Consultants, Inc.

Design & ROW Phase:
Ongoing

Bid & Award Phase:
Fall 2021

Construction Phase:
Winter 2022 – Spring 2022

Future Water Quality Projects

Designer: TBD

Design Phase:
Fall 2021

Bid & Award Phase:
Winter 2022

Construction Phase:
Spring 2022

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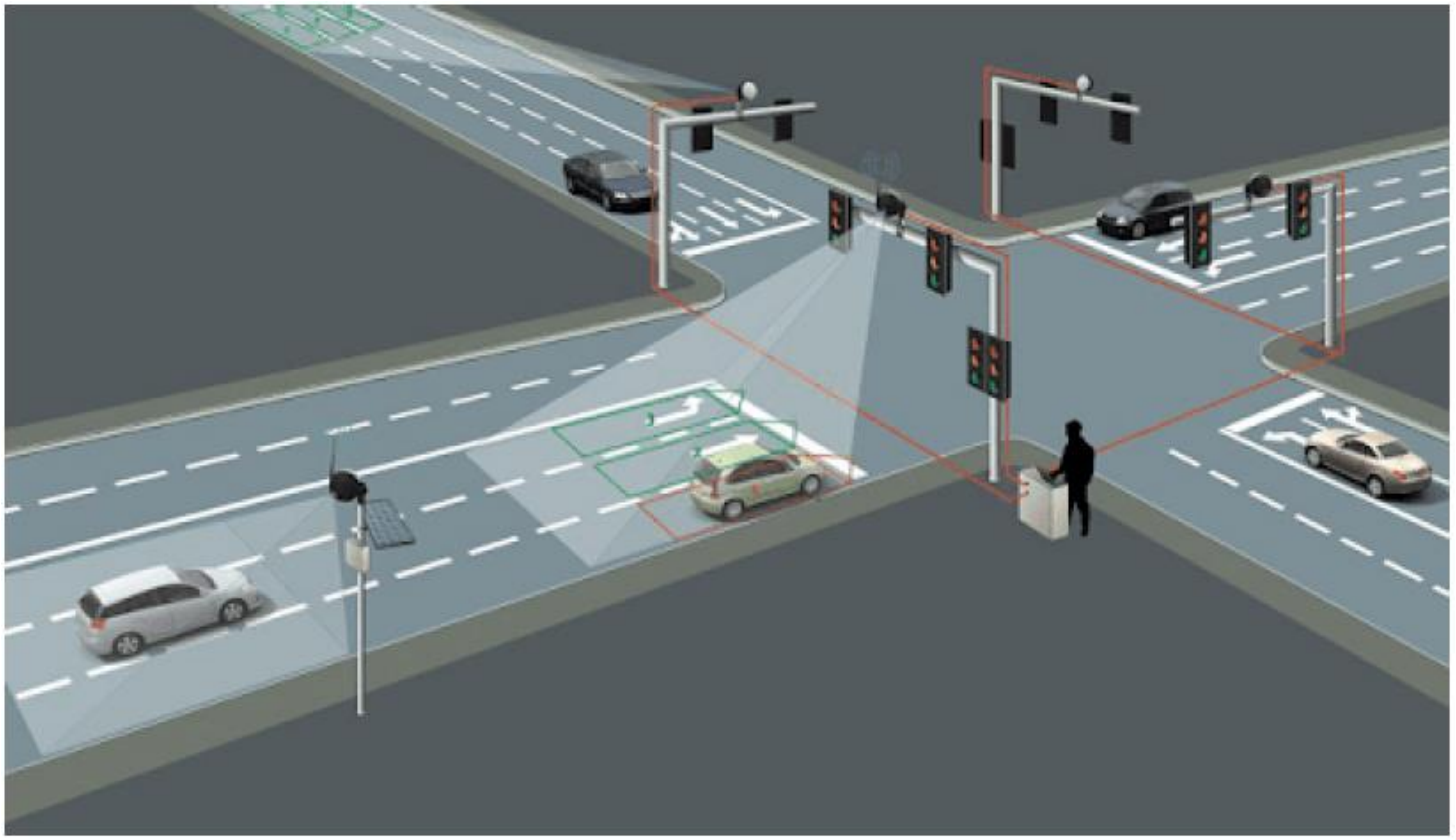
Kingston Pike, Broadway and Chapman Highway Advanced Traffic Management System Project

Designer: Kimley-Horn and Associates, Inc. Design & ROW Phase: 90% Complete

Bid & Award Phase: Winter 2022 – Spring 2022



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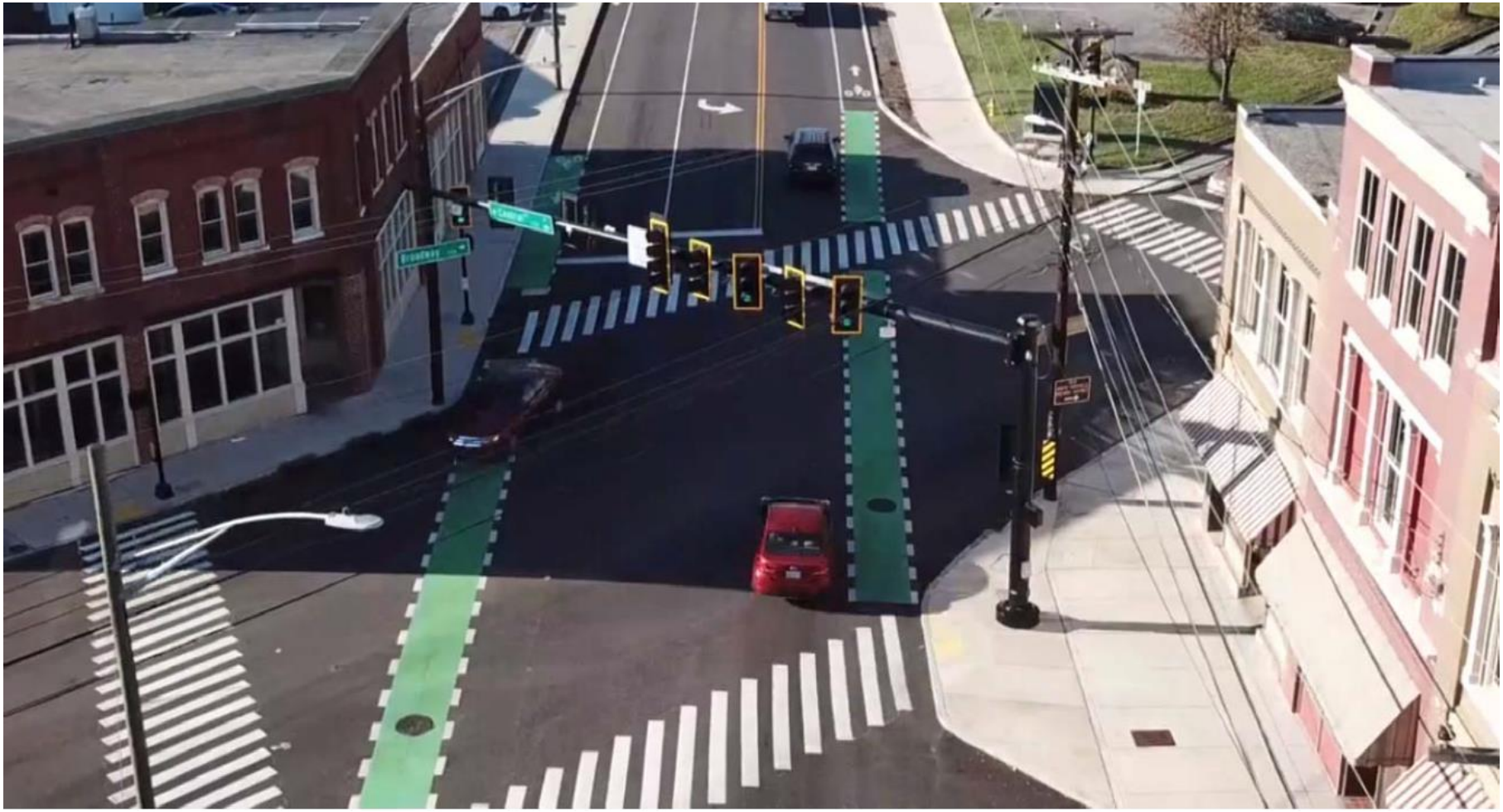
Pedestrian & Bicycle Pavement Marking Project

Bid & Award Phase: Winter 2022 Construction Phase: Spring 2022



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Lancaster Drive Sidewalk Project

Designer: City of Knoxville

Design & ROW Phase: Ongoing

Bid & Award Phase: Spring 2022

Construction Phase: Summer 2022 – Winter 2023

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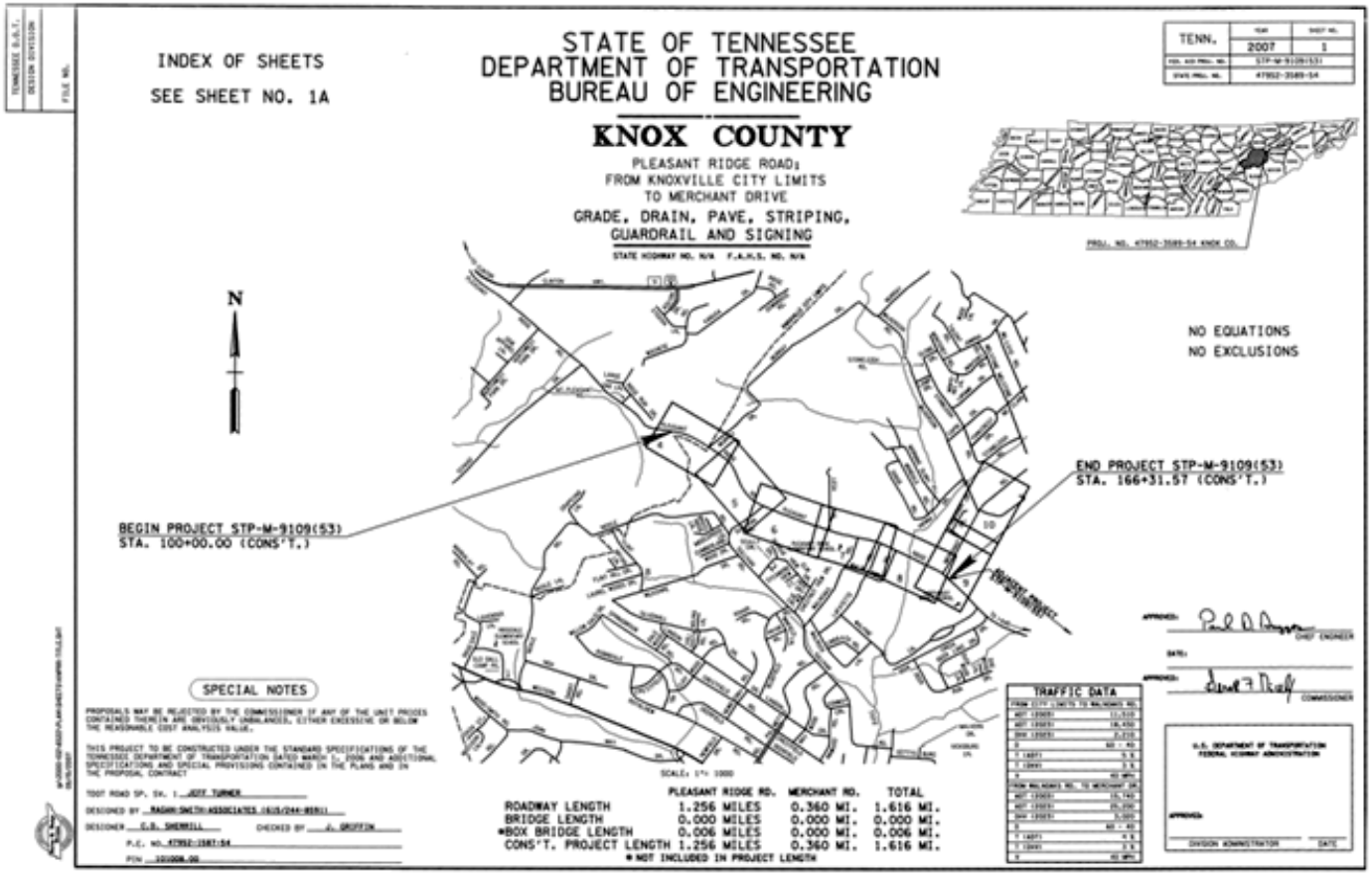
Pleasant Ridge Road Phase II Project

Designer: Gresham Smith

Design & ROW Phase: Ongoing

Bid & Award Phase: Spring 2022

Construction Phase: Summer 2022 – Winter 2023



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Burlington Streetscapes Project

Designer: TBD Design & ROW Phase: Spring 2021 – Spring 2022

Bid & Award Phase: Summer 2022 Construction Phase: Fall 2022 – Spring 2023

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Middlebrook Pike Advanced Traffic Management System Project

Designer: Gresham Smith

Design & ROW Phase: Spring 2022

Bid & Award Phase: Summer 2022

Construction Phase: Winter 2023 – Spring 2023

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INDYA KINCANNON, MAYOR

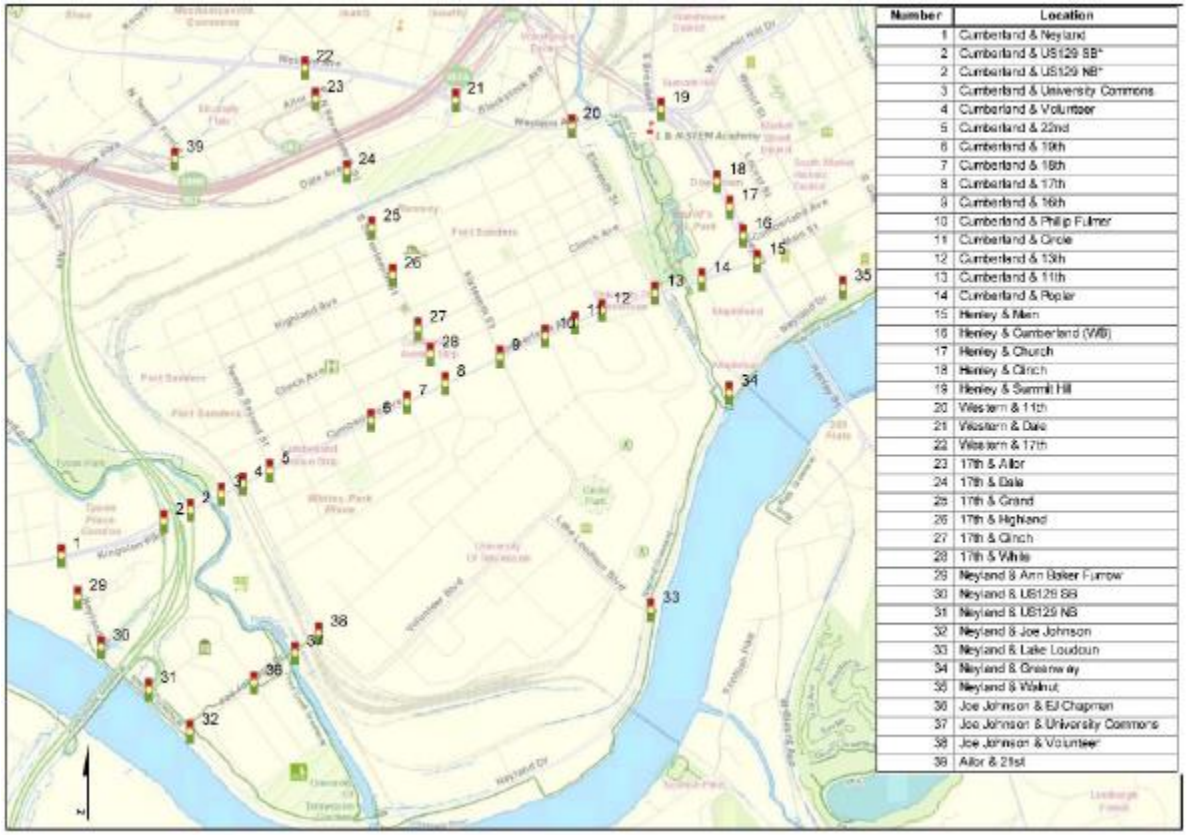
UT Area Signal Improvements Project

Designer: Gresham Smith

Design & ROW Phase: Spring 2022

Bid & Award Phase: Summer 2022

Construction Phase: Winter 2023 – Spring 2023



Number	Location
1	Cumberland & Neyland
2	Cumberland & US129 SB*
2	Cumberland & US129 NB*
3	Cumberland & University Commons
4	Cumberland & Volunteer
5	Cumberland & 22nd
6	Cumberland & 19th
7	Cumberland & 18th
8	Cumberland & 17th
9	Cumberland & 16th
10	Cumberland & Philip Fulmer
11	Cumberland & Circle
12	Cumberland & 13th
13	Cumberland & 11th
14	Cumberland & Poplar
15	Henley & Main
16	Henley & Cumberland (WB)
17	Henley & Church
18	Henley & Clinch
19	Henley & Summit Hill
20	Western & 11th
21	Western & Dale
22	Western & 17th
23	17th & Allor
24	17th & Dale
25	17th & Grand
26	17th & Highland
27	17th & Clinch
28	17th & White
29	Neyland & Ann Baker Pumpw
30	Neyland & US129 SB
31	Neyland & US129 NB
32	Neyland & Joe Johnson
33	Neyland & Lake Loudoun
34	Neyland & Greenway
35	Neyland & Walnut
36	Joe Johnson & EJ Chapman
37	Joe Johnson & University Commons
38	Joe Johnson & Volunteer
39	Allor & 21st

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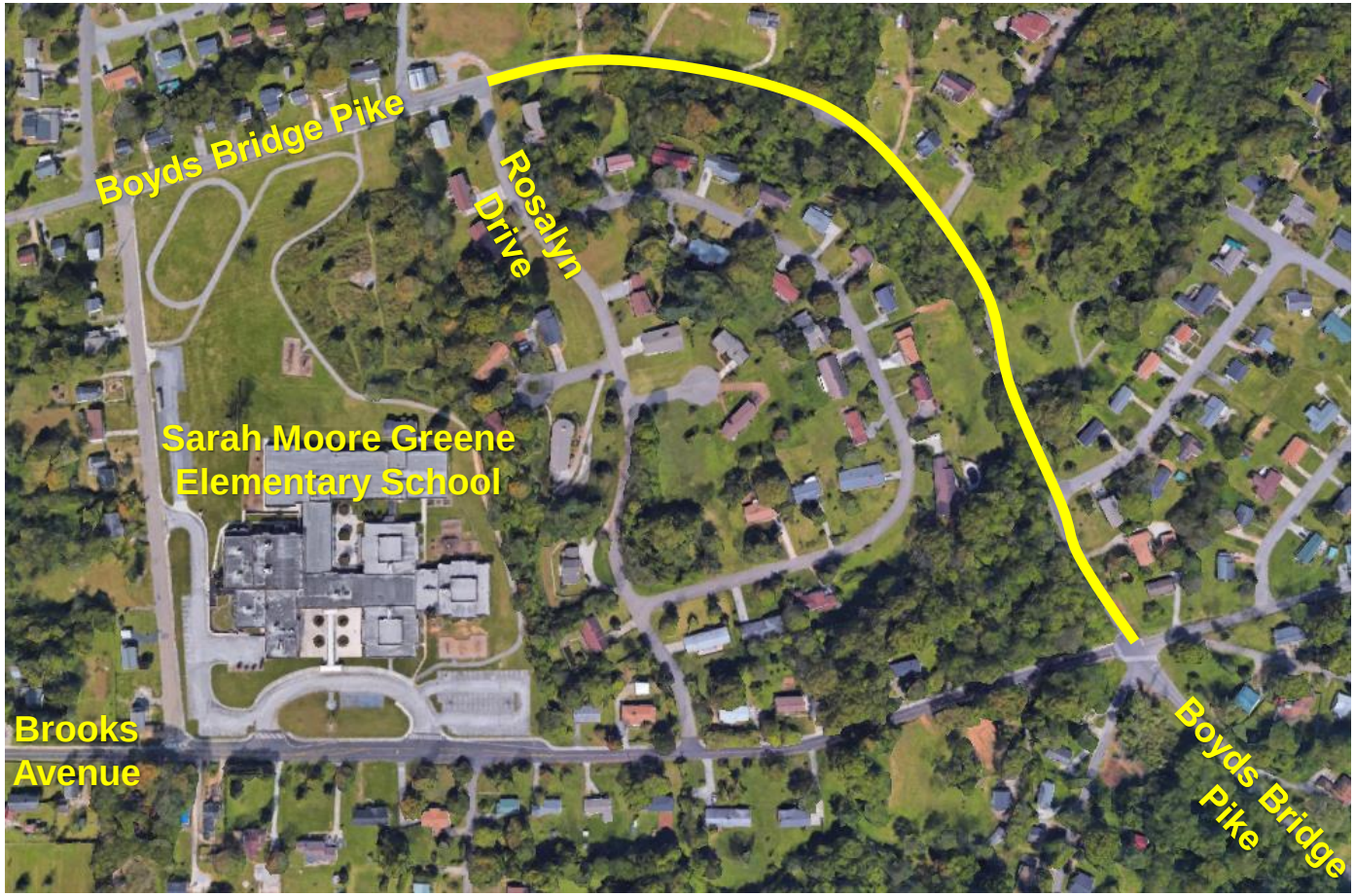
Boyds Bridge Pike Sidewalk Project

Designer: City of Knoxville

Design & ROW Phase: Ongoing

Bid & Award Phase: Fall 2022

Construction Phase: Winter 2023 – Spring 2023



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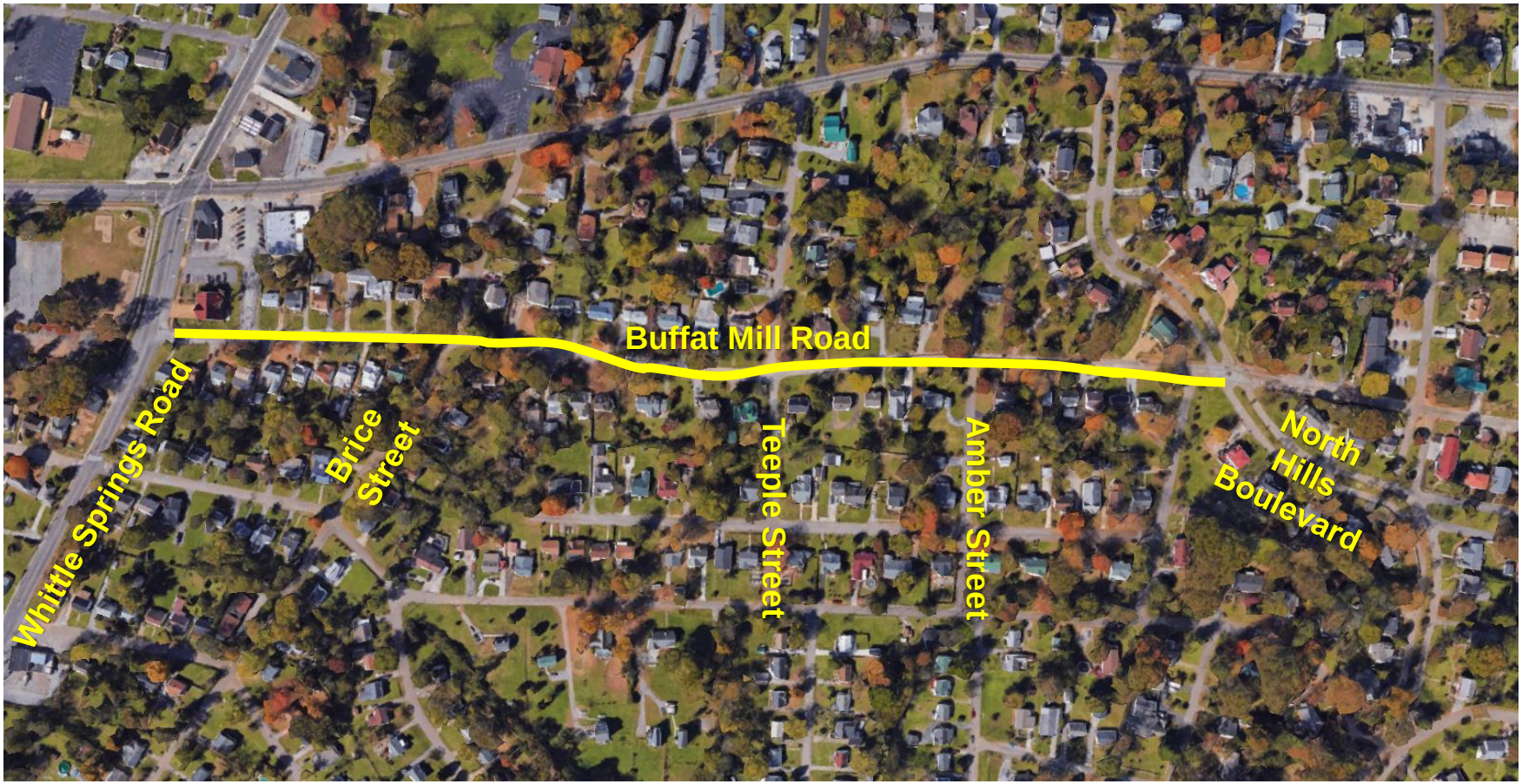
Buffat Mill Road Sidewalk Project

Designer: City of Knoxville

Design & ROW Phase: Ongoing

Bid & Award Phase: Fall 2022

Construction Phase: Winter 2023 – Summer 2023



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INDYA KINCANNON, MAYOR

Knoxville Bicycle and Pedestrian // Woodland Avenue Concept Not for Construction

Kimley»Horn

E Woodland Avenue Complete Street Project

Designer: Kimley-Horn and Associates, Inc. Design & ROW Phase: Ongoing

Bid & Award Phase: Fall 2022 Construction Phase: Winter 2023 – Summer 2023

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.

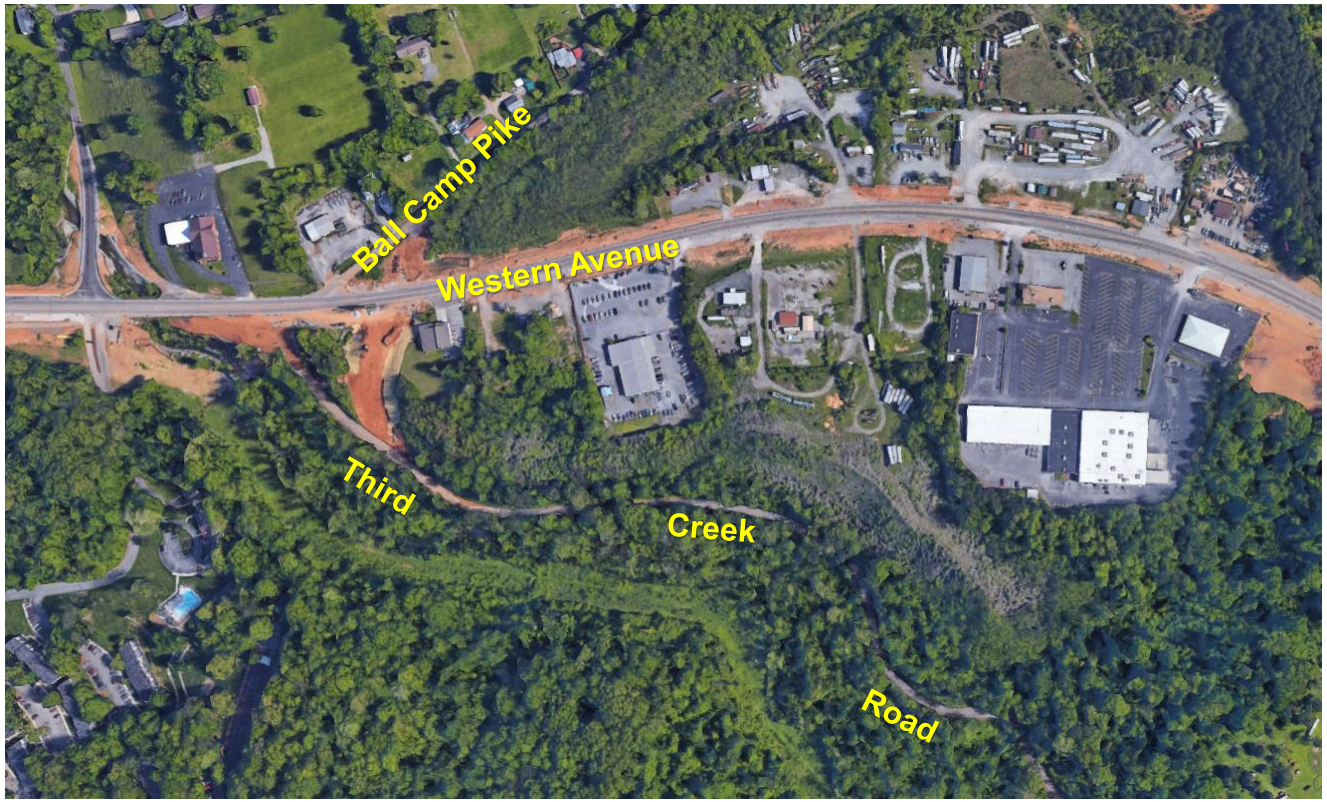
Design & ROW Phase: Ongoing

Bid & Award Phase: Winter 2023

Construction Phase: Spring 2023 – Fall 2023

CITY OF KNOXVILLE
INDYA KINCANNON, MAYOR

Northwest Greenway Connector Extension Project



This new greenway connection will extend the Northwest Connector Greenway along Third Creek Road from Western Avenue southward to Middlebrook Pike.

Designer:
CDM Smith, Inc.

Design & ROW Phase:
Spring 2021 – Spring 2022

Bid & Award Phase:
Winter 2023

Construction Phase:
Spring 2023 – Fall 2023

CITY OF KNOXVILLE
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Chapman Highway Multimodal Project

Designer: Barge Design Solutions, Inc. Design & ROW Phase: Ongoing

Bid & Award Phase: Summer 2023 Construction Phase: Fall 2023 – Spring 2024

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Magnolia Avenue Streetscape Phase 3 Project

Designer: TBD

Design & ROW Phase: Summer 2022 – Fall 2023

Bid & Award Phase: Winter 2024

Construction Phase: Spring 2024 – Winter 2025

CITY OF KNOXVILLE
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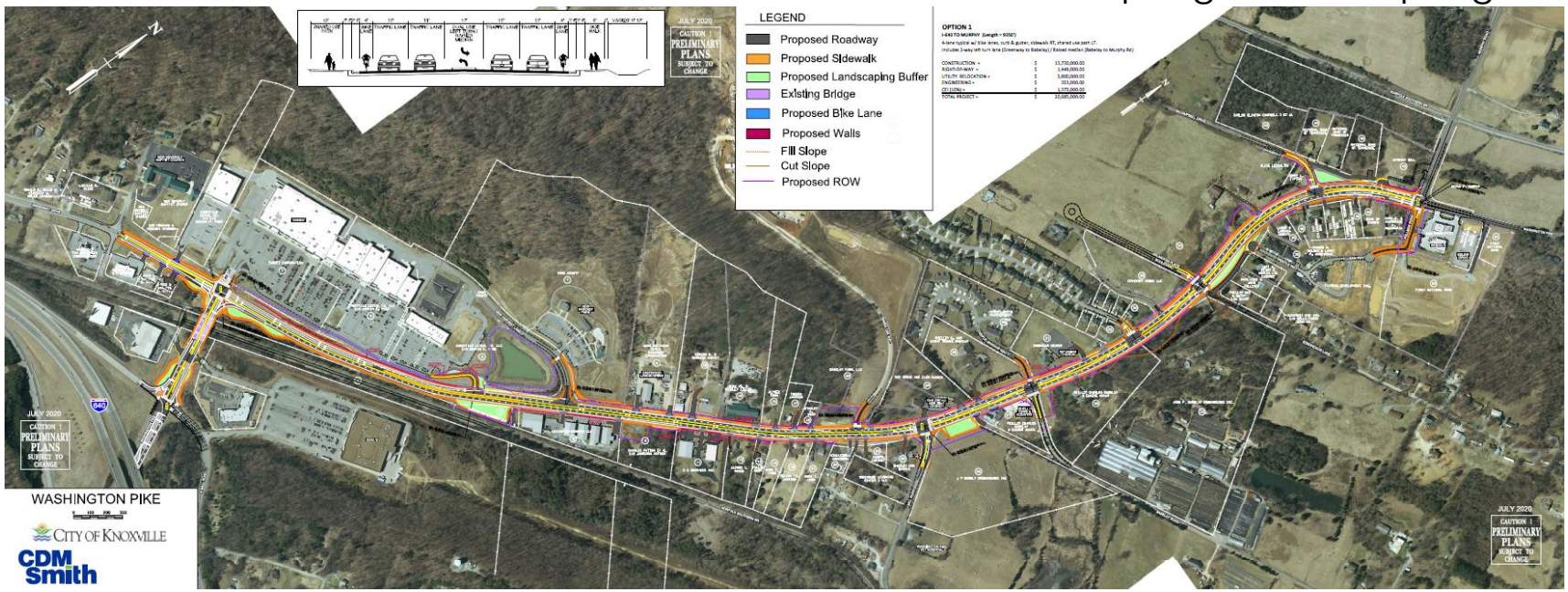
Washington Pike from I-640 to Murphy Road Project

Designer: CDM Smith, Inc.

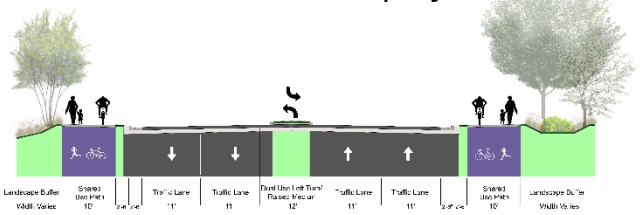
Design & ROW Phase: Ongoing

Bid & Award Phase: Winter 2024

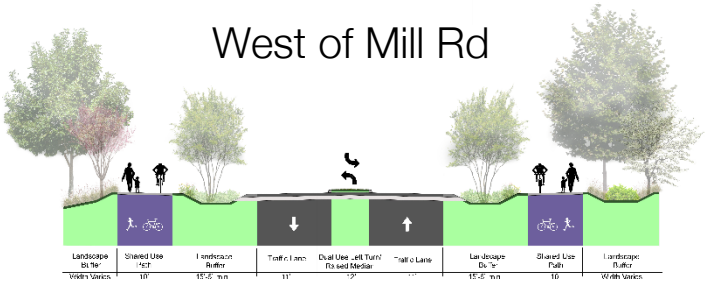
Construction Phase: Spring 2024 – Spring 2026



Mill Rd to Murphy Rd



West of Mill Rd



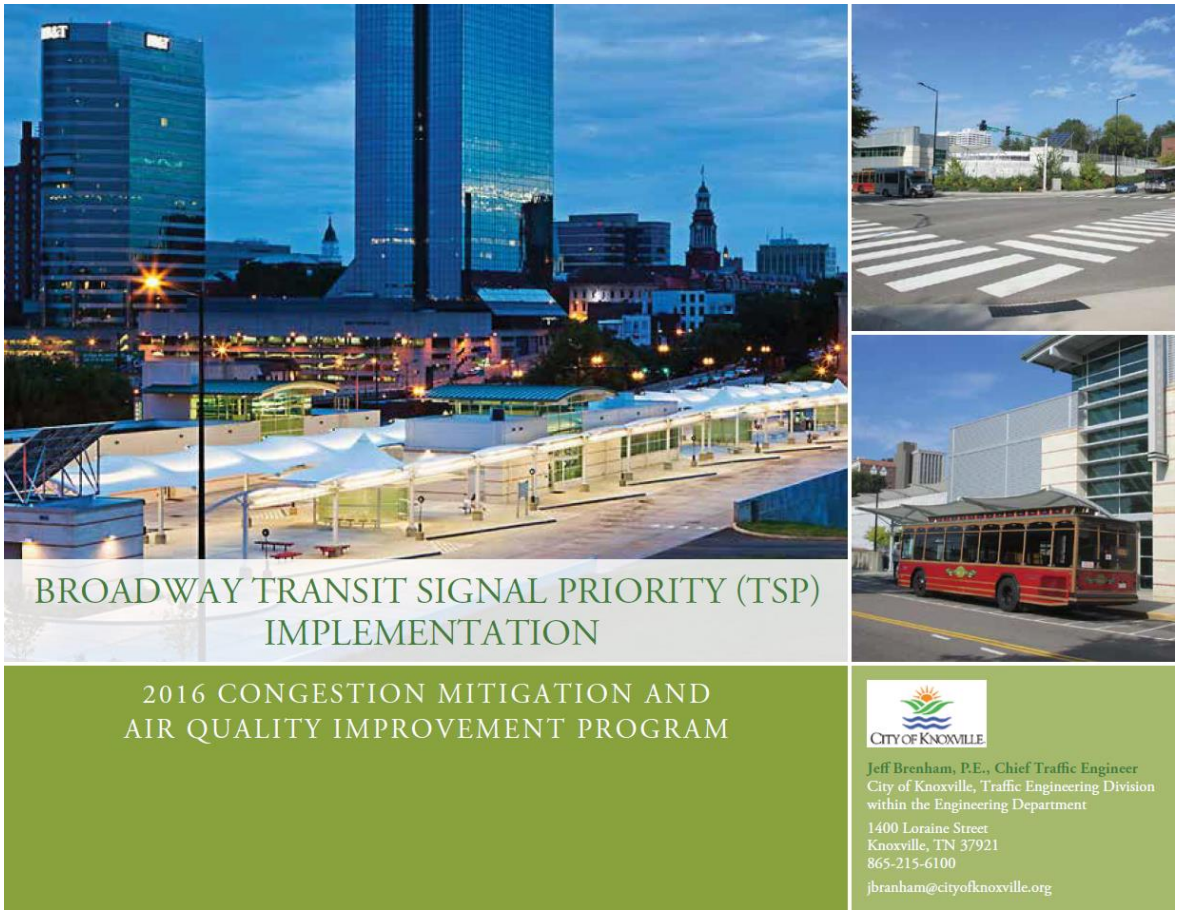
Broadway Transit Signal Priority Congestion Mitigation and Air Quality (CMAQ) Improvement Project

Designer: WSP USA

Design & ROW Phase: Ongoing

Bid & Award Phase: TBD

Construction Phase: TBD



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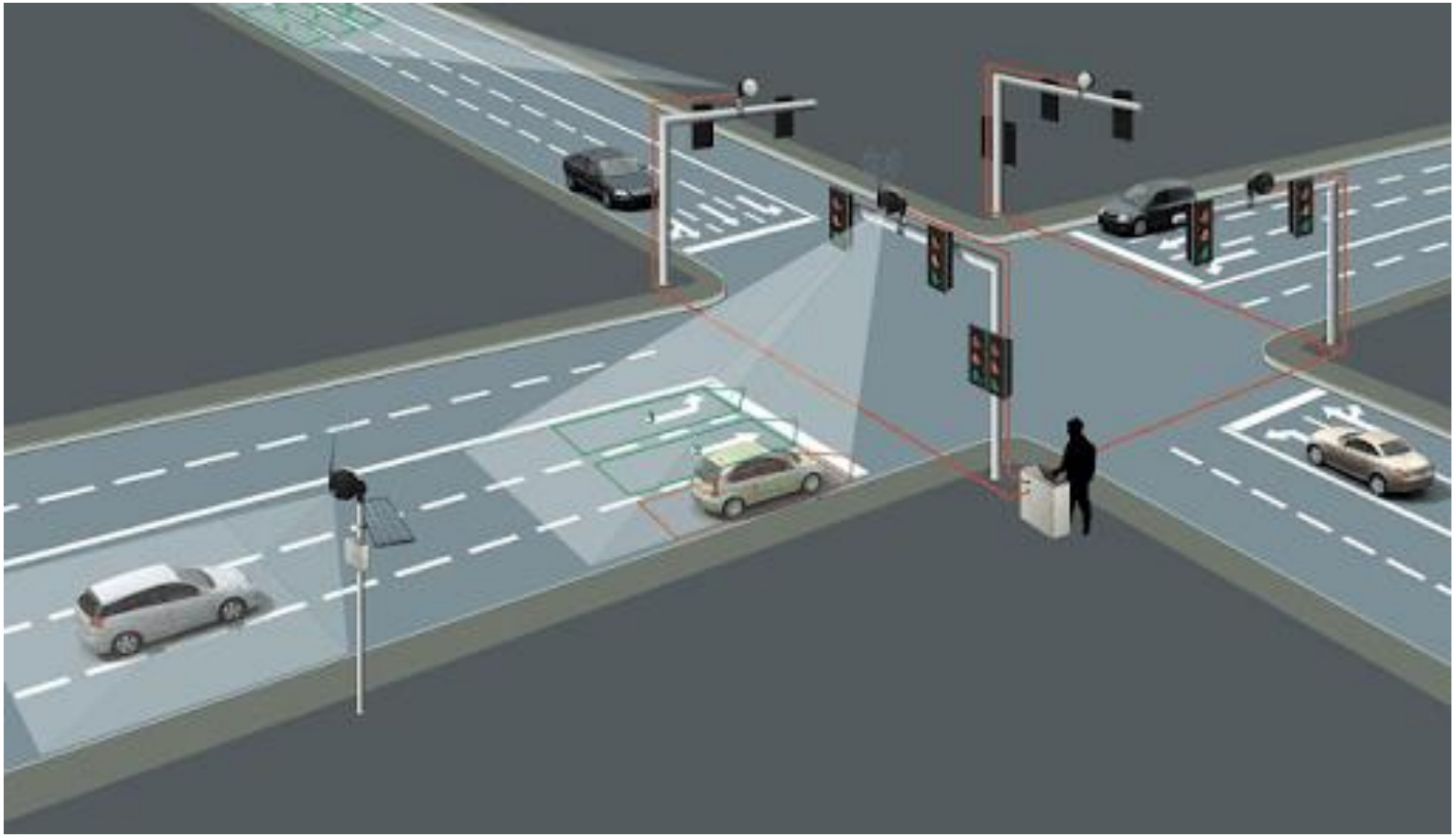


Citywide Advanced Traffic Management System Project

Designer: Kimley-Horn and Associates, Inc.

Design & ROW Phase: Ongoing

Bid & Award Phase: TBD

Construction Phase: TBD

CITY OF KNOXVILLE
INDYA KINCANNON, MAYOR

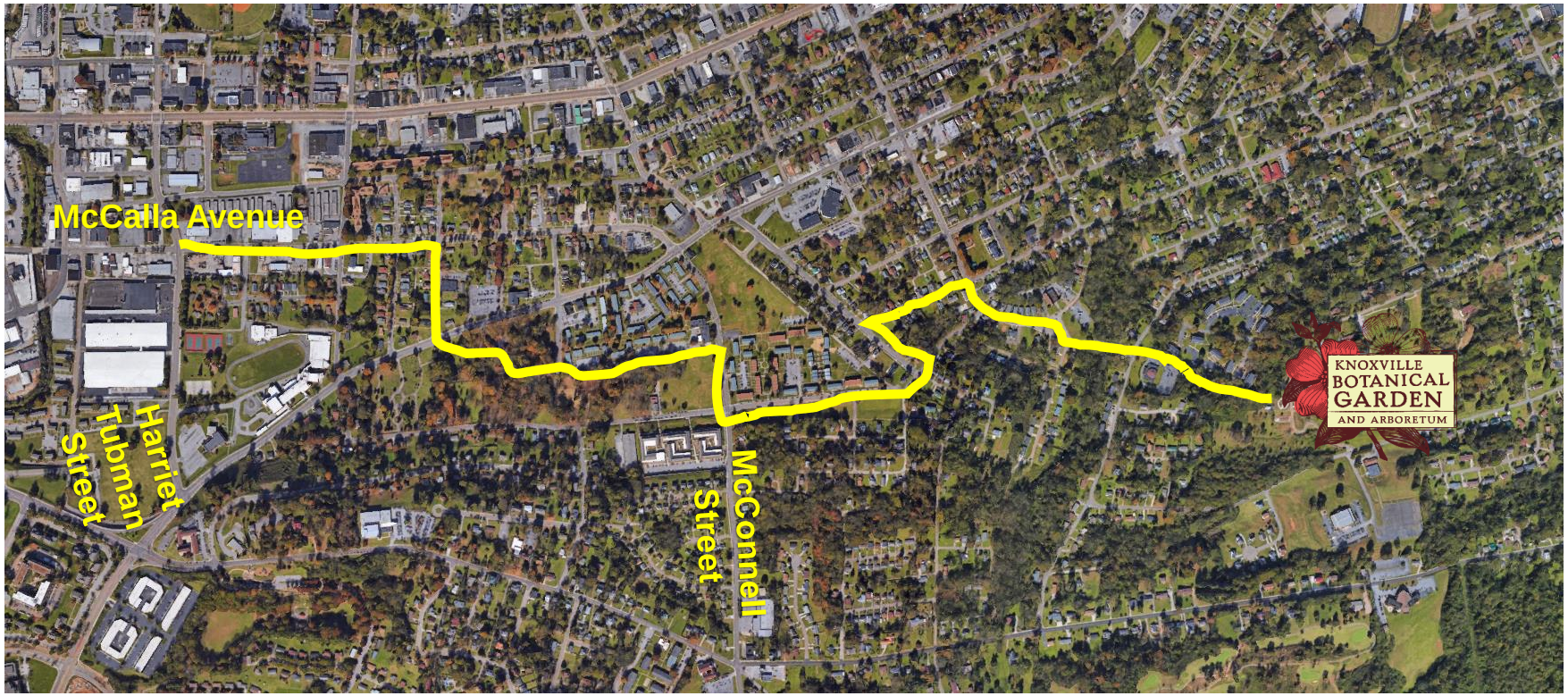
East Knox Greenway Project

Designer: Barge Design Solutions, Inc.

Design & ROW Phase: Spring 2022 – Fall 2022

Bid & Award Phase: TBD

Construction Phase: TBD



East Knox Greenway Corridor Concept Location

CITY OF KNOXVILLE
INDYA KINCANNON, MAYOR

Engineering Department Tool and Supplies To Be Purchased

Fiscal Year July 2021 – June 2022

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

12th Annual Business Breakfast

CITY OF KNOXVILLE

INDYA KINCANNON, MAYOR

W. Harold Cannon, Jr., P.E., Engineering Director
Stephen J. King, P.E., Engineering Deputy Director
Thomas V. Clabo, P.E., Civil Engineering Chief
Christopher S. Howley, P.E., Engineering Planning Chief
Jeffery W. Branham, P.E., Traffic Engineering Chief

City of Knoxville
Engineering Department

City of Knoxville
Capital Improvements Projects

Knoxville Fire Department

Stan Sharp, Chief

Business Opportunities Breakfast
June 16, 2021

KFD Locations

- 19 Fire Stations throughout the city
- Administrative Office
- EMS Office
- Training Academy
- Fire Investigations Division
- Fire Prevention Bureau

Station Supplies

- Janitorial Supplies (cleaners, mops, brooms, paper products, soap, trash bags, etc.)
- Shop supplies (WD-40, oil dry, etc.)
- Laundry chemicals
- Flags, signs, etc.

Station Equipment

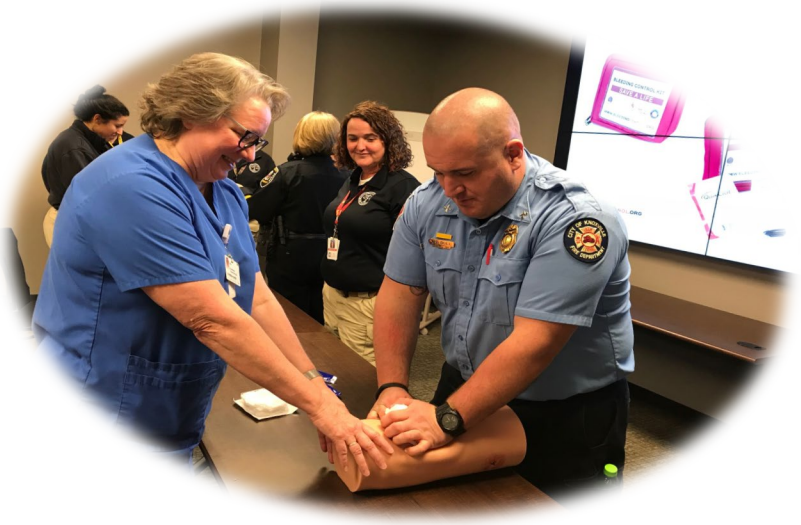
- Furniture (couches, tables, recliners, TV's)
- Kitchen (stoves, refrigerators, dishwashers)
- Chairs (kitchen, office & folding)
- Storage Units (metal lockers, combustible storage cabinets)
- Ice Machines
- Power tools, lumber, hand tools, garden hoses

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
- Zoll Cardiac Monitor accessories (pads, batteries, electrodes, etc.)



Firefighting Supplies & Equipment

- SCBA Masks
- SCBA air bottles
- Voice amplifiers
- Helmets
- Boots
- Turnout gear
- Firefighting gloves
- Extrication Tools

Vehicle Supplies

- Oil
- Diesel Exhaust Fluids
- 100% gas for small engines
- Vehicle Cleaning Supplies (soap, wax, polish, amour all, tire shine, etc.)

Public Education

- Red children's fire helmets
- Fire education activity books & coloring books
- Badges, sticker sheets, rulers

Other Services

- Fire Station Remodeling
- Bay Door Repair and Maintenance
- Carpet Cleaning
- Washer and Dryer Repairs
- Hose Inspection Services
- Training Services (trench training, extrication, etc.)
- Service and Test extinguishers
- Repair and maintenance of tools/equipment

FLEET SERVICES DEPARTMENT BREAKFAST FOR BUSINESS

CITY OF KNOXVILLE

FLEET SERVICES
Nicholas Bradshaw, 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

NICHOLAS BRADSHAW, DIRECTOR	215-2150
KERI COLLINS, ADMINISTRATIVE MANAGER	215-6249
JEFF JOHNSTON, OPERATIONS MANAGER	215-6188
NICK SPINE, STORE SYSTEMS MANAGER	215-6191
JOE HOLLOWAY, ADMINISTRATIVE TECHNICIAN	215-2529
CALLY GREENWAY, EXECUTIVE ASSISTANT	215-2684

Upcoming Contract Opportunities

- Heavy truck parts
- Pursuit tires
- Automotive filters
- Used antifreeze, oil and filter pickup
- Automotive batteries
- Collision repair
- Gasoline and diesel
- Propane
- Engine and transmission oil
- Miscellaneous truck engine parts
- Tires
- COK vehicle washing

FLEET SERVICES

Nicholas Bradshaw, Director

Additional Opportunities

- Automotive and Equipment Parts
- Office Supplies

CITY OF KNOXVILLE

Housing and Neighborhood Development

Becky Wade, Director

Business Opportunities Event

2021

Overview of Opportunities

- Homemaker's Program
- Blighted Properties Redevelopment Program (BPRP)
- Construction / Housing Rehab Programs
- Lead-Safe & Healthy Homes Program
- Commercial Façade Improvement Program
- HUD's Section 3 Program

Homemaker's Program

- 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, Project Specialist Sr., 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 for developers / contractors with short term financing at 0%.
- To apply: Call Ken McMahon, Economic & Community Dev. Project Mgr. 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.

Lead-Safe & Healthy Homes Program

- Grants and technical assistance to help income-qualified homeowners and landlords of affordable rental units identify and remediate lead-based paint hazards in pre-1978 housing.
- Grants up to $20,000 per unit.
- Opportunities: Lead-based paint abatement contracts and training opportunities.
- For more information call Todd Kennedy, Construction Management Supervisor, (865) 215-2120.
- www.knoxvilletn.gov/healthyhomes

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, Economic & Community Dev. Project Mgr. 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 Hope Ealey, Project Specialist, Sr. (865) 215-2120.

Thank You for Attending!

www.knoxvilletn.gov/development

City of Knoxville
Housing and Neighborhood Development
(865) 215-2120

KNOXVILLE AREA TRANSIT
BREAKFAST FOR BUSINESS

CITY OF KNOXVILLE

KAT CONTACT LIST

Si McMurray **Director of Procurement**	**865-215-7803**
John Hull **Director of Maintenance**	**865-215-7873**
Taybra Poore **Procurement Specialist**	**865-215-7837**

Business Opportunities

- Magnolia Facility Gate System Upgrade
- Bus Stop Shelter Concrete Pads
- Freon Recovery Machine – R407C
- Maint Shop Concrete Floor Polishing
- Bus Lot Marking, Numbering & Striping
- Bus Parts and Bus Supplies

Business Opportunities

Fiscal Year 22

KCDC
Knoxville's Community Development Corporation

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 2 housing developments to overseeing approximately 20.
- KCDC has expanded its role to serve as the public housing and redevelopment authority for the City of Knoxville and Knox County

KCDC
Knoxville's Community Development Corporation

Summary of General Information

- KCDC has approximately 3,600 apartments
- KCDC has approximately 140 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

KCDC
Knoxville's Community Development Corporation

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”

KCDC
Knoxville’s Community Development Corporation

Quotations

- Generally, expenditures over $10,000 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

KCDC
Knoxville's Community Development Corporation

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
Knoxville's Community Development Corporation

Upcoming Opportunities

The following pages list **potential** upcoming projects

- There is no guarantee that all of these opportunities will occur
- Other projects are likely to arise as needs change
- Watch KCDC's webpage for ***actual*** opportunities as they arise

KCDC
Knoxville's Community Development Corporation

Anticipated One Time Opportunities

Title
Construction of a Head Start Building at Western Heights
Modular Housing Units/Installation at Five Points
Renovations at Northgate Terrace

KCDC
Knoxville's Community Development Corporation

Anticipated Opportunities

Indefinite Quantity/Indefinite Delivery Opportunities
After Hours Answering Service
Apartment Painting Service
Fingerprinting Service
Housing Program Analysis Service
I-Core Locks & Passage Locks
Mass Mailing & Printing Service
Medical Alert Monitoring Service

KCDC
Knoxville's Community Development Corporation

Anticipated Opportunities

Indefinite Quantity/Indefinite Delivery Opportunities
Legal Services-Fair Housing & Real Estate
Legal Services-Labor & Employment
PTAC Units (as needed)
Revenue Collection Service
Section 8 Quality Standards Inspection Service
Tree Trimming & Removal Service
Uniform Rental Service
Uniform Physical Condition Standards (UPCS) Inspection Service

KCDC
Knoxville's Community Development Corporation

Anticipated Opportunities

Indefinite Quantity/Indefinite Delivery Opportunities
Title
Vacant Apartment Janitorial Service
Water Heaters
Webpage Service

KCDC
Knoxville's Community Development Corporation

Important Closing Thoughts-Part 1

- Register with KCDC as a potential vendor at https://www.kcdc.org/procurement/

- Watch our webpage for opportunities

- Read solicitation document thoroughly

- Follow the solicitation document instructions

KCDC
Knoxville's Community Development Corporation

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!

KCDC
Knoxville's Community Development Corporation

Want more information about KCDC?

Contact KCDC's Procurement Division:

Street: 901 N. Broadway, Knoxville, TN 37917

Phone: (865) 403-1133

Email: procurementinfo@kcdc.org

Web: ***www.kcdc.org*** ***Click on "Procurement"***

KCDC
Knoxville's Community Development Corporation

Have a great day!

KUB

Get On Board with KUB

June 23, 2021

Agenda

- KUB overview and KUB Procurement
- Doing business with KUB
- MBE/WBE & SBE Programs
- Upcoming opportunities
- Questions and open discussion

KUB BLUEPRINT

Our **Vision:**

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

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.

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:**

Customer Satisfaction	System Performance	Financial Performance	Safety Performance

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

General Information

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

Procurement Guidelines

- Small Purchases: Purchases between $0-$4,999 require no competition
- Purchases between $5,000-$24,999 Buyers/Contract Specialist obtain at least three written quotations
- Purchases $25,000 and up: Buyers/Contract Specialists advertise and conduct a competitive bidding process
  - Request for Bids (RFB)
  - Request for Proposals (RFP)

Areas of Responsibility

- **John Piotrowski**, Manager of Procurement
  - Phone: (865) 558-2266
  - Email: John.Piotrowski@kub.org
- **Daniel Kembel**, Contract Services and Purchasing Supervisor
  - Phone: (865) 558-2290
  - Email: Daniel.Kembel@kub.org
- **Nikitia Thompson**, Minority Business Enterprises/Women Business Enterprises Program Coordinator
  - Phone: (865) 606-1105
  - Email: Nikitia.Thompson@kub.org

Contract Services Staff

- **Zachary Breeding**, Contract Specialist
  - Phone: (865) 558-2489
  - Email: Zachary.Breeding@kub.org
  - Capital Construction, Service Agreements, Professional Service Agreements,
- **Shari Hurst**, Contract Specialist
  - Phone: (865) 558-2461
  - Email: Shari.Hurst@kub.org
  - Capital Construction, Service Agreements, Professional Service Agreements
- **Abigail Morgan**, Contract Specialist
  - Phone: (865) 594-7341
  - Email: Abigail.Morgan@kub.org
  - Capital Construction, Service Agreements, Professional Service Agreements, Pre-Qualification

Purchasing Staff

- **Jermon Bishop**, Buyer
  - Phone: (865) 558-2546
  - Email: Jermon.Bishop@kub.org
  - Utility Materials, Products, and MBE/WBE/SBE
- **Michele Daniel**, Buyer
  - Phone: (865) 558-2407
  - Email: Michele.Daniel@kub.org
  - IT Software and Professional Service Agreements

Professional Services

- Design Services
  - Construction drawings
  - Architectural services
  - Permitting
- Consulting
  - Auditing/Training/HR
  - IT/Computer systems
  - Legal services

Materials and Supplies

- Supply Agreements cover materials bought frequently such as:
  - Electric materials
  - Water & wastewater materials
  - Poles (wood, steel, ductile iron)
  - Transformers
  - Safety supplies
  - Vehicles/bucket trucks
  - Rental equipment
  - Concrete
  - Tools
  - IT hardware

Construction and Services

- Century II
  - Capital improvement projects for all KUB utilities
  - Launched in May 2007
- Service Agreements
  - Facilities maintenance
  - General hauling
  - Lawn and landscape services
  - Paving services

Doing Business with KUB

- Register on BidSync.com
  - Access to Bid Invitation and documents
  - User friendly
- Connect on Twitter @KUBbiz
  - Real time tweets on the go
- www.KUB.org/Procurement
- Connect with the buyer
- Connect with prime contractors at pre-bid meetings

Top 5 Things To Do

- Register on www.BidSync.com
- Read the entire document and follow directions
- Identify key dates (pre-bid meetings, due dates)
- Submit bids on time (KUB sets specific dates and times for responses)
- Ask questions/contact Buyer

Common Mistakes

- Missed opportunities
  - KUB website & BidSync
  - Twitter
- Review all bid specifications and requirements
  - Terms and conditions
  - Mandatory pre-bid meetings
- Incomplete bid submittals/missing information

When You Are Not Successful

- Contact the buyer
  - Review bid submittals
- Evaluate the risk factors
- Understand what it will take to be successful
- Ask about other upcoming bidding opportunities
- Don’t get discouraged!

When You Are Successful

- Supply the product or service as requested in the bid
- Deliver on time
- Make sure licensing and insurance are up to date
- Follow up with Procurement or Project Manager concerning performance
- When you are successful, KUB is successful

Construction Pre-Qualification

- Prime contractors for utility construction projects and certain service contracts are pre-qualified with KUB
  - Electric, natural gas, water, wastewater, vegetation management & paving
- Pre-qualification application forms are located on www.kub.org/about/procurement/contractor-prequalification
- KUB has partnered with Avetta to manage compliance

Small Business Program

- Companies with fifty (50) or fewer employees and less than $10 million in annual revenue
- For projects between $10,000 and $100,000
- Bonding requirements waived & insurance limits relaxed
- All bidders must complete the Small Business Affidavit
- Bidders must perform at least 51% of the awarded job
- Please reach out to smallbiz@kub.org for additional information

MBE/WBE Program

- Individual company outreach
- Creating Awareness
- Community events
- Partnerships with other government entities
- Monitoring and reporting
- MBE/WBE vendor database

Quarterly Newsletter

Fall/Winter
2020 Edition

Inside KUB Procurement

www.kub.org/procurement
Email: Diversity@KUB.org

KUB Supplier Diversity

KUB BLUEPRINT

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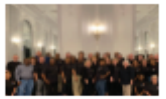
Our Mission:
Our mission is to act as good stewards of our communities' resources: utility assets, customer dollars, and the environment. We work to safeguard those resources and enhance their value for the people of the communities we serve and generations to come.

Special Edition: Vendor Spotlight

Barr Technical Services
★ Woman-Owned Business
Rebecca Rupp owns Barr Technical Services, which provides LED lights to KUB.



Diversified Supply
Minority-Owned Business
Diversified Supply has provided various items through multiple bids for KUB's construction groups.

LH Global Resources
★ Woman-Owned Business
Provided Pandemic-Related Services
LH Global Resources is owned by Letonia Hardin and recently won the Bard HVAC supply agreement.

Bradford Catering
★ Provided Pandemic-Related Services
Bradford Catering delivered meals to KUB employees during the pandemic.

Lambert's Health Care
★ Provided Pandemic-Related Services
Lambert's Health Care provided thermometers to KUB during the pandemic.

CEW Advertising
Woman-Owned Business ★
Provided Pandemic-Related Services
Carol Wilson owns CEW Advertising, which provides KUB with hand sanitizer, stress balls, name badges, and more.

Edison Electric
Minority-Owned Business ★
Prime Contractor
Edison Electric was recently prequalified to work electric construction projects for KUB.

Sweet P's
Provided Pandemic-Related Services ★
Sweet P's provided meals to KUB employees during the pandemic.

Expoquip
Woman-Owned Business ★
Minority-Owned Business
Provided Pandemic-Related Services
Jorge and Deana Sanabria own Expoquip, which provided masks to KUB during the pandemic.

Accurate Contracting
Minority-Owned Business ★
Reggie Bazel owns Accurate Contracting Services, which provides KUB with electrical work for water heater installation.

★ = Locally owned businesses

Inside KUB Procurement

www.kub.org/procurement
Email: Diversity@kub.org

KUB Supplier Diversity

Quarterly Newsletter
January-March 2021

KUB BLUEPRINT

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.

KUB's New Small Business Program

It's now easier than ever for small businesses to work with KUB! Companies with fifty (50) or fewer employees and less than $10 million in annual revenue can more easily participate in bid opportunities that fall between $10,000 and $100,000, made available through the Small Business Program.

Program Highlights and Important Information:

- All bonding requirements will be waived.
- Insurance requirements and limits will be relaxed.
- All bidders must sign a verification form called the Small Business Affidavit for a bid to be accepted.
- Bidders must perform at least 51% of the awarded job.
- Qualifying bid opportunities may include vehicle purchases, materials and equipment; small construction projects, and plant equipment maintenance.

Please reach out to smallbiz@kub.org for additional information.

How To Do Business With KUB

- Register at www.bidsync.com.
- Check www.kub.org for upcoming bids.
  - » Scroll down to "About Us".
  - » Click "Procurement".
  - » Click "View open bids and request for proposals".
- Attend upcoming outreach and networking events.
- Make contact with Procurement buyers that purchase your service or goods.
- If you are a Women or Minority Business Enterprise, reach out to KUB's MBE/WBE coordinator Nikitia Thompson at Nikitia.Thompson@kub.org.

Vendor Spotlight

Marcus Hall
Marc Nelson Denim

Q: How did you start your business?

A: I started my company November 2011. My mother taught me how to sew at age 11 or 12, and I took tailoring in high school. In 2010, I decided I loved making things and wanted to use the resources I knew of from when the Levi's plant was here on Cherry Street. I loved the pride that the East Knoxville community had from making a product sold all over the world right here in Knoxville.

Q: What other services do you provide?

A: We offer rebranding and restaurant outfitting and sell men's apparel. We make aprons for companies including Dollywood and The Oliver Hotel.

Q: What advice would you give new small businesses?

A: Stay as small as possible until you absolutely need growth. Use your local chamber for contacts and info. Establish a board of advisors outside of your work environment to give you honest advice.

Follow us on Twitter @KUBbiz

Follow KUB Procurement to receive real-time information on new bids!

COVID-19 Update

KUB is currently not allowing visitors on campus without prior approval. KUB bid openings are held via Microsoft Teams with a link provided on all bid invitations.

Upcoming Construction Projects

- Capital Construction Projects (Summer/Fall 2021)
  - Kendal Rd BPS – valve and flow meter replacement
  - Legacy Point BPS upgrades – electrical upgrades
  - John Sevier WWLS Grinders – station upgrade
  - Galvanized Replacement Project – Phase 2
  - Fourth Creek – Milam Circle SSO Elimination
  - First Creek – Mini Basins 17A1a & 17A1b
  - Second Creek – Mini Basins 05A2a
  - Valencia Road Sewer Shortline
- Properties Projects (Summer/Fall 2021)
  - Hilton Rd Booster Pump Station/PRV
  - Beaumont Tank Painting, piping, calve and safety upgrades
  - Richmond Hill Reservoir – roof replacement and site upgrades

Upcoming Service & Supply Agreement Opportunities

- Material Supply Agreements
  - 3 Monitor Sit/Stand Supply Agreement — Winter 2021
  - Electric Materials Supply Agreement — Winter 2021
  - KUB hats Supply Agreement — Fall 2021
  - Service awards — Winter 2021

- Service Agreements
  - Specialty Gas for Labs — Summer 2021
  - Mobile Crane Inspections — Summer 2021
  - Towing Services — Summer 2021
  - Emergency Storm Agreements — Fall 2021
  - Various IT Software — Summer/Fall/Winter 2021

Questions?

CITY OF KNOXVILLE
PARKS AND RECREATION

Sheryl Ely, Director

Aaron Browning, Deputy Director

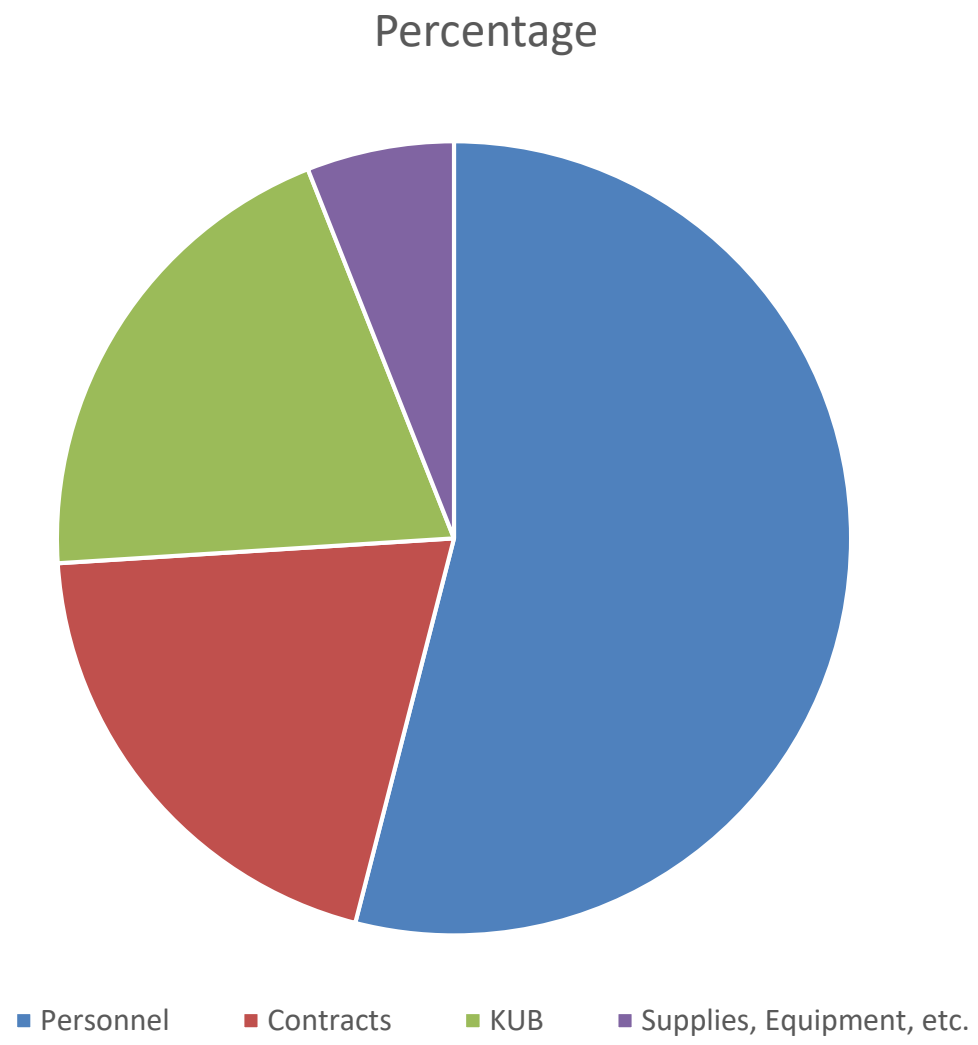
Lakeshore Park
Parks and Recreation Admin. Building
5930 Lyons View Pike

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: 8.29 Million

City of Knoxville
www.knoxvilletn.gov/recreation
Parks & Greenways By the Numbers
2,332 Acres of City Parks
Total Acres of Public Space in the City 3,102
94 City Parks
Rentable Facilities/ 15 Buildings
58.3 Miles of Soft-Surface Trails
10 After School Program & Summer Program Sites
23 Outdoor Basketball Courts
45 Tennis Courts
3 Disc Golf Courses
40 Pickleball Courts 18 Outdoor/22 Indoor
Ijams
Knoxville's Urban Wilderness
13 Community Centers
10 Community Centers
2 Senior Centers
1 Dynamic Rec Center
62 Parks with Play Structures
1 Dynamic Program
54.2 Miles of Paved Greenway
12 Rentable Shelters
9 River Access Points
"BIG BAND" IN THE PARK
1 Community Band
4 Dog Parks
11 Fishing Areas
3 Golf Courses
2 Skate Parks
1 Knoxville Arts & Fine Crafts Center
4 Play Fountains
13 Rectangle Fields
3 Open Fields with backstops
65 Diamonds/ballfields
5 Swimming Pools
3 Indoor and 2 Outdoor

Budget Overview



Administration

- Office supplies
- Printing
- Duplication Services (promotional items, signage, t-shirts)
- Safety equipment for playgrounds, parks, etc.
- Maintenance
  - Plumbing, Electrical, Parking Lot Striping, Critter Control, Signs, Fencing
- Park Equipment
  - Grills, Tables, Benches, 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 (bidding soon)
- Portable restrooms
- Security (locking & unlocking restrooms & parks as well as safety oversight at sporting events and other City events as needed)
- Gym Floor Refinishing
- Uniforms

2021-2022 Capital Projects Funded

- $500,000 for ballfields, playgrounds, tennis/pickleball courts
  - Court resurfacing, crack repairs, lighting, fences, etc
- $250,000 Fountain City Park improvements
  - ADA compliance
- $210,000 for ADA trail and stairs at Cal Johnson Park

2021-2022 Potential Purchases

- Playgrounds & Outdoor Fitness Equipment
- Court Resurfacing (tennis, basketball, pickleball)
- Park Facility Upgrades

Questions & Answers

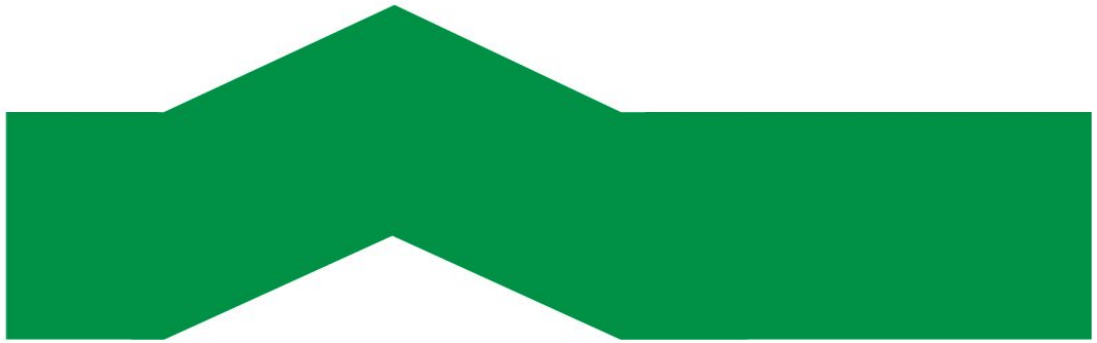
Contact Information:

Sheryl Ely or Aaron Browning

(865) 215-1700

sely@knoxvilletn.gov

abrowning@knoxvilletn.gov



PBA

Public Building Authority

KNOXVILLE BUSINESS OPPORTUNITIES

2021-2022

WHAT IS THE PBA?

Jayne Burritt
Administrator/CEO
865-215-2121
jburritt@ktnpba.org

PBA
Public Building Authority

- 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. Each Public Building Authority is granted operating authority set forth in the TCA 12-10-109, together with any authority incidental thereto or necessary for the performance of its powers.
- 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).
- PBA handles a variety of services for our clients, which include:
  - Maintenance
  - Security
  - Custodial
  - Grounds
  - Life Safety
  - Parking Services
  - Property Development
  - Telecommunications

PBA DEPARTMENTS/CONTACTS

- David Lively, Director of Facilities Operations & Engineering
  - dlively@ktnpba.org/865-215-8400
- Kristin Grove, Director of Property Development
  - kgrove@ktnpba.org/865-215-4600
- Stan Wilson, Manager of Facilities Operations & Events
  - swilson@ktnpba.org/865-215-8400
- Wade Roberts, Manager of Parking Operations
  - wroberts@ktnpba.org/865-215-2434
- Tom Dyer, Manager of Telecommunications and Information Systems
  - tdyer@ktnpba.org/865-215-4999

UPCOMING SOLICITATIONS

June 2021 – October 2021

Contract Title	Expiration Date
Chemicals and Services	08/31/2021
Construction Services	09/03/2021
Roofing Services	10/31/2021

How To Do Business with PBA

- Visit our website – www.ktnpba.org
- Select "Doing Business With PBA" from the top tabs
- You will find information on:
  - How To be a Vendor
  - Current Solicitations
  - PBA Procurement
  - Contact Information

Karen D. Smitherman, NIGP-CPP, CPPB, PMP

Manager of Procurement and Internal Controls

912 South Gay Street

Suite 710

Knoxville, TN 37902

Office: 865-215-4630

Fax: 865-215-4637

Email: ksmitherman@ktnpba.org

Knoxville Police Department

Chief Eve M. Thomas

Knoxville Police Department Projects 2021/2022

Date	Project	Cost
2020	Police K9 Facility	$4,797,295
2020	Public Safety Building	$314,920

Knoxville Police Department Contracts 2021/2022

Date	Contract
July 2022	Janitorial Services for off-site facilities 5th Ave., Training Academy, East District
Up for Bid	Janitorial for Safety Building
April 2022	Mowing/Landscape services for Safety City
	• Elevator Service for Safety Building-July 2022 • Mowing Service for KPD Training Facility –July 2022
June 2020	• Water Treatment for Safety Building
March 2022	• Janitorial for Safety City

Knoxville Police Department Projects 2021/2022

Description of Purchase	Estimated Annual Cost
Toner Cartridges	$30,000
Copy Paper	$7,000
Binders	$3,000
DVR/Flash drives	$5,000
Nitrile Gloves; hand sanitizer, Haz Mat covers	$15,000
Forms (printing)	$5,000
Misc. office supplies (folders, pens, batteries, etc.)	$6,000
Dog Food (396 bags per year), K9 Cleaning supplies	$20,000
**Anticipated Purchase : July 2021 & February 2022	

CITY OF KNOXVILLE

PUBLIC SERVICE DEPARTMENT

Mayor Indya Kincannon
David Brace, COO & Deputy to the Mayor
Chad Weth, Public Service Director
Rachel Butzler, Deputy Director

PUBLIC SERVICE 101

- The City of Knoxville's Public Service Department has 291 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:
  - **Administration**
  - **Neighborhood Services (Zones Central, North, South, East, West)**
  - **Construction**
  - **Horticulture**
  - **Urban Forestry**
  - **Facility Services**
  - **Waste and Resource Management**

CAPITAL PROJECTS 2021/2022

- Project: **Roof/HVAC Program**

- Schedule: Multi-Year Program = $300,000
- Needs: Often smaller projects requiring:
  - Parts suppliers
  - Contractors to complete the work or portions of a job

- Two re-roofing project is tentatively scheduled for 21/22: Fire Station 8 and Christenberry Recreation Center.

PSD CONTRACTS

- Tree Planting (Summer '22)
  - City plants around $40,000 worth of trees annually during winter months (November – February)

- Tree Purchasing (Summer '22)
  - City will be looking for multiple nurseries to purchase their tree stock. Nurseries will be selected based on stock provided, quantity, and quality.

PSD CONTRACTS

- Horticulture Mowing Contracts (Late Summer)
  - TDOT I-40 sites and James White Parkway
  - TDOT I-275, Alcoa and Asheville Highway sites
  - North, South, East , and West scattered sites

PSD CONTRACTS

- Other Horticulture Contracts
  - Mulch Supplier
    - Wood Chips (Fall '21)
    - Brown Hardwood Mulch (Fall '21)
    - Black Landscaping Mulch (Spring '22)
  - Landscaping Contract:
    - Suttree Landing Park (Fall/Winter '21/22)

PSD CONTRACTS

- Municipal Solid Waste Contracts
  - Scrap Metal Recycling Program (Fall '21)
  - Comprehensive Litter Abatement (Fall '21)
  - City-wide dumpster roll-off/ recycling container disposal (Winter '21/22)

PSD CONTRACTS

- One operational contract will also be out for bids:
  - Protective Boots/shoes (Spring '22)

- These all PSD Contracts are 1 year contracts with 2-1 year options.

OPERATING BUDGET

- The Public Service Department purchases several vehicles, both light and heavy through our Fleet Services Department.

OPERATING BUDGET

- 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 contact Chad Weth at 215-2060 or cweth@knoxvilletn.gov.

OPERATING BUDGET

- 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!

Doing Business with the City of Knoxville

We want to work with you!!

Welcome

We provide this presentation to guide businesses through the requirements for doing business with the City of Knoxville

Products & Services The City Purchases

- Appliances
- Architectural & Engineering
- Automation Maintenance & Services
- Automotive Repair & Parts
- Bus Parts
- Clothing
- Computers & Printers
- Construction Services
- Decorations for Special Events
- Displays
- Fuel
- Gravel/Rocks
- Heavy Equipment
- 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/Street Lights & Equipment
- Trees, Shrubs, Plants
- Vehicles, Equipment & Accessories
- AND MUCH MORE

Procurement Thresholds

- $25K and higher: Formal Solicitation: ITBs, RFPs, RFQs, & LOI's – posted a minimum of 3 weeks
- $5K - $24,999: Minimum of 3 quotes - 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

Purchasing Procedure

1. Department submits request to Purchasing
2. Purchasing posts solicitation
3. Register vendors receive notification
4. Purchasing responds to written questions, holds pre-bid meetings, & posts addenda to answer questions
5. Opens sealed submissions @ 11:00 a.m. on deadline date
6. Reviews quotes @ 2:30 p.m. on deadline date
7. Posts Bid Tabulation sheets to website
8. Evaluates submissions
9. Awards to most competitive entity for bids and posts bid tabulation; RFP awards announced at Council approval

How to Compete

- Register online as a vendor with the City
- Follow our social media BizWithCityKnox
- Review previous successful solicitations but do homework on current pricing
- Visit our website www.knoxvilletn.gov/bids AT LEAST weekly and daily during active procurement
- Attend pre-bid meetings – important for subs too if you are interested in sub-contracting work
- Make note of deadline for questions & submit written questions when unsure of requirements
- Bid/RFP openings via Zoom - attend to gain knowledge
- Get insured or bonded/stay current on insurance, certifications, licenses, bonding, etc.
- Submit bids on time – NO flexibility here
- Meet specs in bid and price your product/service competitively

BE PERSISTANT, BE PERSISTANT, BE PERSISTANT!!

Bid Notifications

Example bid notification below. IMPORTANT: Our bid notifications currently come from vendoryregistry.com. Be sure to whitelist their domain name or check your spam folder.

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

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 solitation documents on the City Of Knoxville Purchasing Web Site 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 & payment bond submission (100%) projects > $25K
- Get construction licensure – has to be on outside of envelope
  - HRA Highway, Railroad, & Airport Construction certified
    - Note the difference between full HRA and subclassifications
  - MU Municipal & Utility Construction Base & Paving license
  - CE Electrical Contracting
- 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
  - Additional coverage for Professional Liability ($2M), Pollution Liability, Environmental, Cyber Liability ($5M)

Award Process

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

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

Important tips

- **Visit www.knoxvilletn.gov/purchasing for:**
  - **Vendor Registration System** Get registered to receive automated notifications about upcoming opportunities
  - **Small Business Newsletter**
  - **Training Videos** for vendors on doing business with the City
  - **Diversity Business Directory**
  - **Outreach events for businesses**
  - **Surplus Property Sales**
  - **Purchasing Contacts**

Purchasing Website Tour

FOLLOW PURCHASING AT

Facebook.com / BizWithCityKnox Twitter.com / BizWithCityKnox

Across all departments, the City of Knoxville spends more than $78 million each year on an array of goods and services that include everything from architectural and engineering services to pest control, and from automotive 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 Quotes*
Vendor Registration
Payment Portal
Small Business & Diversity Outreach | *Small Business Newsletters*
City Surplus | *Surplus Property, Vehicle Auctions, GovDeals*
Staff Contacts

EVENTS

Diversity Business Expo
March 3, 2022

Annual Business Opportunity Breakfast is Going Virtual!
June 23, 2021
View 2020 Presentation [PDF]

Annual ETPA Business Matching & Tradeshow Event
Canceled for 2021

Annual Diversity Business Enterprise Awards Ceremony
September 2021

UPCOMING BUSINESS OPPORTUNITIES AT THE CITY:

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 below to see the forecasted business opportunities.

Click here to view the 2020 Business Opportunities Overview Presentation [PDF]

Contacts

- Purchasing Division
  - (865) 215-2070
- Small & Diversity Business Outreach Office
  - Luis Garcia, Diversity Business Specialist
    - (865) 215-2293, lgarcia@knoxvilletn.gov
  - Pamela Cotham, CPPB, Small Business & Diversity Outreach Manager
    - (865) 215-4032, pcotham@knoxvilletn.gov

Questions?