

MONTGOMERY VILLAGE CORPORATION

Date: December 27, 2018

To: Board of Directors

From: Tracee Pross, Secretary/Treasurer

Subject: **AGENDA**
Special Meeting of the Board of Directors
Wednesday, January 2, 2019 1:30 p.m.
KCDC Main Office, 901 N. Broadway
Knoxville, Tennessee 37917

1. Call to Order.
2. Approval is requested for the minutes of the special meeting held on September 27, 2018. ([Attachment](#))

HOUSING (Sean Gilbert)

3. Approval is requested to award Contract C19011 for Montgomery Village Apartment Complex renovations to The Franklin Group. ([Attachment](#))
4. Adjourn

MONTGOMERY VILLAGE CORPORATION

SPECIAL MEETING MINUTES

The Board of Directors of Montgomery Village Corporation met on **September 27, 2018**, in the KCDC Board Room, 901 N. Broadway, Knoxville, Tennessee.

Director Winemiller declared a quorum present and called the meeting to order at 5:28 p.m. Those Directors present and absent were:

Present: Director John Winemiller
Director Bob Whetsel
Director Gloria Garner

Absent:

Approval of the minutes for the special meeting held on August 30, 2018. **Director Whetsel made the motion to approve. Director Garner seconded the motion and all Directors present voted "Aye."**

Resolution relating to financing of improvements. **Director Whetsel made the motion to approve. Director Garner seconded the motion and all Directors present voted "Aye." Resolution No. 2018-02 is attached.**

Resolution relating to first restated and amended bylaws. **Director Whetsel made the motion to approve. Director Garner seconded the motion and all Directors present voted "Aye." Resolution No. 2018-03 is attached.**

With no more business to come before the Board, the meeting adjourned at 5:32 p.m.

Benjamin M. Bentley, President

Approved:

ATTEST:

Tracee B. Pross, Secretary/Treasurer

Approved:



BOARD ACTION FORM

MEETING DATE	January 2, 2019
AGENDA ITEM DESCRIPTION	Approval is requested to award Contract C19011 for renovations to the Montgomery Village Apartment Complex with The Franklin Group LLC.
SUBMITTED BY	Name & Title: Sean Gilbert, Senior Vice President of Housing Department: Housing
MEETING TYPE	<input type="checkbox"/> Regular <input checked="" type="checkbox"/> Special
AGENDA CLASSIFICATION	<input type="checkbox"/> Resolution <input checked="" type="checkbox"/> Regular
BUDGET / FINANCIAL IMPACT	Budgeted: <u>\$4,710,000.00</u> Expenditure: <u>\$4,710,000.00</u> Source of Funds: FHA Loan
APPROVAL/REVIEWS	<input checked="" type="checkbox"/> Department Head /Vice President <input type="checkbox"/> Budget/Finance <input type="checkbox"/> Legal Counsel Name of Reviewer: _____ <input checked="" type="checkbox"/> Executive Director/CEO <input checked="" type="checkbox"/> Other - Name & Title: <u>Procurement Dir.</u>
STAFF RECOMMENDED ACTIONS	Approve: <input checked="" type="checkbox"/> Deny: <input type="checkbox"/> Defer: <input type="checkbox"/>
<u>BACKGROUND</u>	
<p>1. What's the objective of the requested action? This award allows KCDC staff to select The Franklin Group to perform renovations at Montgomery Village to prepare it for PBRA conversion. The work under this contract is to accomplish the "Non-Critical" repairs identified at the property that hinder it from PBRA conversion. Design Innovations Architects prepared the bidding documents.</p> <p>2. Why is the action needed now? This work is necessary now to allow for work completion by November 26, 2019 as necessitated by the FHA loan terms.</p> <p>3. Who are the parties involved and what are their roles (if appropriate)? The Franklin Group will perform the work. Design Innovations Architects is the architectural firm.</p> <p>4. What are the long term and short term exposures to KCDC? The primary exposure is the project cost and that is \$4,710,000.00.</p>	
HISTORICAL / TRANSACTIONAL INFORMATION (who, when, where)	This is a critical piece in Montgomery Village's conversion to a PBRA property as previously approved by the Board.
ATTACHMENTS	Bid tabulation



Benjamin M. Bentley, President

901 N. Broadway ♦ Knoxville, TN 37917
 865.403.1100 ♦ Fax 865.403.1117
 800.848.0298 (Tennessee Relay Center)
 www.kcdc.org

TO: The Montgomery Village Board of Directors
FROM: Tracee B. Pross, Secretary
DATE: December 27, 2018
SUBJECT: Authorization to award Contract C19011 to The Franklin Group LLC, for renovations services at Montgomery Village.

KCDC's Procurement Policy requires written formal solicitations (publicly advertised and opened) in all cases where the aggregate cost of the item(s) or service(s) requested is \$25,000 or more. Staff requests Board approval of the following recommendation.

Scope of Work	Renovation Services at Montgomery Village C19011		
Funding Source	FHA Loan		
Total Award Amount	\$4,710,000.00		
Review Committee	Jack Canada, Supportive Maintenance Manager Sean Gilbert, Senior Vice President of Housing Scott Falvey, Design Innovation Architects (KCDC's Architect for the project) Terry McKee, IT and Procurement Director		
Nature of Solicitation	Formal Sealed Bids		
	Company	Total Cost	Recommended
	BESCO	\$6,984,065.00	No
	NCI	\$6,690,108.71	No
	The Franklin Group	\$4,710,000.00	Yes
This solicitation was distributed to:			
KCDC's Web Page	KCDC's Registered Vendors		
Associated Construction Women*	Associated General Contractors of Tennessee		
Black Contractors Association+	Construction Market Data		
Dodge Data & Analytics	Hispanic Chamber of Commerce+		
Knox County's Supplier Diversity Office+	Knoxville Area Urban League+		
Knoxville Builder's Exchange	Knoxville Chamber Partnership		
Knoxville's Diversity Business Committee+	SCORE		
SERC	Tennessee Small Business Development Center		
Tennessee Minority Supplier Development Council+	Small Business Administration*		
U.S. Department of Commerce Minority Business Development Agency+			
KCDC Procurement's Facebook, LinkedIn and Twitter pages			

* Denotes an organization promoting/assisting Woman Owned Businesses

+ Denotes an organization promoting/assisting Disadvantaged or Minority Owned Businesses

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