

# KNOXVILLE'S COMMUNITY DEVELOPMENT CORPORATION

Date: February 22, 2019

To: Board of Commissioners

From: Benjamin M. Bentley, Secretary

Subject: **AGENDA**  
Board Meeting of the Board of Commissioners  
**Thursday, February 28, 2019, 5:00 p.m.**  
KCDC Main Office, 901 N. Broadway  
Knoxville, Tennessee 37917

1. Call to Order.
2. Approval is requested of minutes for the regular meeting held on January 22, 2019. [\(Item 2 Attachment\)](#)
3. Motion to add, delete or postpone agenda items.
4. Reports of officers and special presentations.

## NEW BUSINESS

### DEVELOPMENT/STRATEGIC PLANNING (Joyce Floyd)

5. Approval is requested to authorize Change Order 4 to Contract C18002 for Merit Construction, Inc. for the Five Points Phase 3 infrastructure contract. [\(Item 5 Attachment\)](#)

### HOUSING (Sean Gilbert)

6. Approval is requested to authorize Contract C19109 to Bonitz Flooring Group, Inc. for replacement flooring at Love Towers. [\(Item 6 Attachment\)](#)

Unfinished Business

Public Forum

Adjournment

The next meeting of the KCDC Board of Commissioners will be  
**Thursday, March 28, 2019 @ 5:00 p.m.**

# KNOXVILLE'S COMMUNITY DEVELOPMENT CORPORATION

## BOARD MEETING MINUTES

The Board of Commissioners of Knoxville's Community Development Corporation (KCDC) met on **January 22, 2019**, at 901 N. Broadway, Knoxville, Tennessee.

**Present:** Chair John Winemiller  
Vice Chair Bob Whetsel  
Commissioner Bruce Anderson  
Commissioner Robyn McAdoo  
Commissioner Kimberly Henry  
Commissioner Sylvia Cook

**Absent:** Treasurer Gloria Garner

The Chair called the meeting to order and declared a quorum present at 5:03 p.m.

Approval of the minutes for the meeting held on November 29, 2018. Commissioner Anderson moved to approve. Commissioner Henry seconded the motion. All other Commissioners present voted "Aye."

### NEW BUSINESS

#### REDEVELOPMENT/LEGAL MATTERS (Brad Peters)

Approval is requested to grant a Certificate of Completion and Release to Debra Haynes for the property located at 1106 Texas Avenue (#081ID040). Commissioner McAdoo moved to approve. Commissioner Whetsel seconded the motion. All other Commissioners present voted "Aye."

Resolution authorizing the acquisition of 750 Stone Street (#094DP005) in accordance with the Downtown North/I-275 Redevelopment and Urban Renewal Plan. Commissioner Anderson moved to approve. Commissioner Henry seconded the motion. All other Commissioners present voted "Aye." Resolution No. 2019-01 is attached.

Approval is requested to sell the property at 515 Douglas Avenue (094FQ022) to Bentley Marlow for use as a back yard to his three adjoining properties. Commissioner McAdoo moved to approve. Commissioner Cook seconded the motion. All other Commissioners present voted "Aye."

Resolution approving amendment to PILOT lease between KCDC and Rosewood L.P. to extend the term of the lease in accordance with the revised Mayor support letter. Commissioner Anderson moved to approve. Commissioner Henry seconded the motion. All other Commissioners present voted "Aye." Resolution No. 2019-02 is attached.

Resolution approving Development Agreement for Young High Pike and Hollywood Road Projects between KCDC and Elmington Capital Group, LLC. Commissioner Anderson moved to approve. Commissioner McAdoo seconded the motion. All other Commissioners present voted "Aye." Resolution No. 2019-03 is attached.

Resolution authorizing the formation of Young High GP Corporation relating to the development of Young High Flats. Commissioner McAdoo moved to approve. Commissioner Henry seconded the motion. All other Commissioners present voted "Aye." Resolution No. 2019-04 is attached.

Resolution regarding a Payment in Lieu of Taxes (PILOT) transaction with ECG Young High LP in accordance with the terms of the Mayor support letter. Commissioner Whetsel moved to approve. Commissioner McAdoo seconded the motion. All other Commissioners present voted "Aye." Resolution No. 2019-05 is attached.

Resolution authorizing the formation of Hollywood GP Corporation relating to the development of the Flats at Pond Gap. Commissioner Whetsel moved to approve. Commissioner McAdoo seconded the motion. All other Commissioners present voted "Aye." Resolution No. 2019-06 is attached.

Resolution regarding a Payment in Lieu of Taxes (PILOT) transaction with ECG Pond Gap LP in accordance with the terms of the Mayor support letter. Commissioner Anderson moved to approve. Commissioner McAdoo seconded the motion. All other Commissioners present voted "Aye." Resolution No. 2019-07 is attached.

#### STRATEGIC PLANNING/DEVELOPMENT (Joyce Floyd)

Resolution authorizing the formation of Bell Street Corporation and Bell Street, LP relating to the redevelopment of Austin Homes. Commissioner McAdoo moved to approve. Commissioner Cook seconded the motion. All other Commissioners present voted "Aye." Resolution No. 2019-08 is attached.

Approval is requested to award Contract C19013.A for the infrastructure work at the Five Points Phase 4 site to Merit Construction, Inc. Commissioner Henry moved to approve. Commissioner McAdoo seconded the motion. All other Commissioners present voted "Aye."

#### PUBLIC FORUM

None

#### UNFINISHED BUSINESS

None

#### ADJOURNMENT

With no further business to come before the Board, the Chair declared the meeting adjourned at 5:42 p.m.

\_\_\_\_\_  
John T. Winemiller, Chair

Approved:

**ATTEST:**

\_\_\_\_\_  
Benjamin M. Bentley, Secretary

Approved:

**DRAFT**



BOARD ACTION FORM

<b>MEETING DATE</b>	February 28, 2019
<b>AGENDA ITEM DESCRIPTION</b>	Approval is requested to authorize Change Order 4 to Contract C18002 for Merit Construction, Inc. for the Five Points Phase 3 Infrastructure Contract.
<b>SUBMITTED BY</b>	<b>Name &amp; Title:</b> Joyce Floyd, VP Strategic Planning & Development <b>Department:</b> Executive Management
<b>MEETING TYPE</b>	<input checked="" type="checkbox"/> Regular <input type="checkbox"/> Special
<b>AGENDA CLASSIFICATION</b>	<input type="checkbox"/> Resolution <input checked="" type="checkbox"/> Regular
<b>BUDGET / FINANCIAL IMPACT</b>	<b>Budgeted:</b> <u>\$3,676,653 Total</u> <b>Expenditure:</b> <u>81,605.97</u> <b>Source of Funds:</b> City of Knoxville Capital Funds
<b>APPROVAL/REVIEWS</b>	<input checked="" type="checkbox"/> Department Head /Vice President <input checked="" type="checkbox"/> Budget/Finance <input type="checkbox"/> Legal Counsel <b>Name of Reviewer:</b> _____ <input checked="" type="checkbox"/> Executive Director/CEO <input checked="" type="checkbox"/> Other - <b>Name &amp; Title:</b> _____
<b>STAFF RECOMMENDED ACTIONS</b>	Approve: <input checked="" type="checkbox"/> Deny: <input type="checkbox"/> Defer: <input type="checkbox"/>
<b><u>BACKGROUND</u></b>	
<p><b>1. What's the objective of the requested action?</b> Approval of Change Order 4 for additional cost for Phase 3 Infrastructure work related to the addition of work items for the site around the office and Boys &amp; Girls Club. Merit's total contract would increase to \$2,364,660.44. (\$2,283,054.47 + \$81,605.97)</p> <p><b>2. Why is the action needed now?</b> In order to proceed with the Five Points Phase 3 Infrastructure work.</p> <p><b>3. Who are the parties involved and what are their roles (if appropriate)?</b> Merit Construction (general contractor); KCDC (owner); Partners Development (owner's representative)</p> <p><b>4. What are the long term and short term exposures to KCDC?</b> None. All Infrastructure Improvements are being paid with the funds committed by the City of Knoxville.</p>	
<b>HISTORICAL / TRANSACTIONAL INFORMATION (who, when, where)</b>	Budget for Phase 3 Infrastructure approved from COK totals \$3,676,653 with a \$551,374 contingency included. With this change order and additional scope of work added, total is appx. \$150,000 under budget without using any contingency funds.
<b>ATTACHMENTS</b>	Change Order and scope of work by vendor



# **AIA** Document G701™ – 2017

## Change Order

<b>PROJECT: (Name and address)</b> KCDC Phase 3 - Infrastructure Improvements Knoxville, TN 37915	<b>CONTRACT INFORMATION:</b> Contract For General Construction, Contract # C18002 Date: August 31, 2017	<b>CHANGE ORDER INFORMATION:</b> Change Order Number: 004  Date: January 15, 2019
<b>OWNER: (Name and address)</b> Knoxville's Community Development Corp 901 Broadway, NE Knoxville, TN 37917	<b>ARCHITECT: (Name and address)</b> Civil & Environmental Consultants  2704 Cherokee Farm Way Suite 101	<b>CONTRACTOR: (Name and address)</b> Merit Construction, Inc.  10435 Dutchtown Road Knoxville, TN 37932

**THE CONTRACT IS CHANGED AS FOLLOWS:**  
*(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)*

Site revisions per ASIs 2, 4, 5, and 6



- Breakdown as follows:
1. Keck Enterprises - \$18,364.03
  2. Rogers Group - \$8,000.00
  3. Trowel Trades - \$38,967.00
  4. Ryan Steel - \$11,800.00
  5. Merit Construction - \$4,474.94

The original Contract Sum was	\$ 2,072,000.00
The net change by previously authorized Change Orders	\$ 211,054.47
The Contract Sum prior to this Change Order was	\$ 2,283,054.47
The Contract Sum will be increased by this Change Order in the amount of	\$ 81,605.97
The new Contract Sum including this Change Order will be	\$ 2,364,660.44

The Contract Time will be increased by One Hundred Thirty-Two (132) days.  
 The new date of Substantial Completion will be February 28, 2019.

**NOTE:** This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

**NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.**

Civil & Environmental Consultants <hr/> <b>ARCHITECT (Firm name)</b>  <hr/> <b>SIGNATURE</b> Greg Prosser, Principal <hr/> <b>PRINTED NAME AND TITLE</b> 1-16-19 <hr/> <b>DATE</b>	Merit Construction, Inc <hr/> <b>CONTRACTOR (Firm name)</b>  <hr/> <b>SIGNATURE</b> Patrick O'Hara, Vice President <hr/> <b>PRINTED NAME AND TITLE</b> 1-16-19 <hr/> <b>DATE</b>	Knoxville's Community Development Corp. <hr/> <b>OWNER (Firm name)</b> <hr/> <b>SIGNATURE</b> <hr/> <b>PRINTED NAME AND TITLE</b> <hr/> <b>DATE</b>
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**Contract C18002- Change Order #4**  
**Value- \$81,605.97**

**Keck Enterprises- Value \$18,364.03**

**Scope of work:**

- ASI-2 scope: Change curb inlet to area drain. Install underground drainage lines to collect existing roof leaders from BGC building.
- ASI-4: Demolish existing porch slab, sidewalks and planter at front of Boys & Girls Club to accommodate revised design.
- ASI-6: Install new area drain to collect existing roof leaders from maintenance building. Extend to site infrastructure.
- Demolish +/- 750 SqFt of road to properly transition the grade between the existing and new portions of the Kenner extension. (COK required)

**Rogers Group- Value \$8,000.00**

**Scope of work:**

- ASI-2: Expanded the paved area behind the KCDC leasing office (both heavy duty & light duty asphalt). Widened the parking lot access road, provided wheel stops and additional striping, reduced the amount of extruded curb.
- Placed 750 SqFt of road profile (asphalt) to properly transition the grade between the existing and new portions of the Kenner extension. (COK required).

**Trowel Trades- Value \$38,967.00**

**Scope of work:**

- ASI-2: Revised sidewalk layout around Boys & Girls club, revised parking lot entrance design at McConnell. Concrete dumpster pad behind leasing office.
- ASI-4: New steps/ADA ramp and revised porch, sidewalk configuration at main entry of Boys & Girls Club.
- ASI-5: Revised sidewalk configuration at Kenner Ave and McConnell intersection.

**Ryan Steel- Value \$11,800.00**

**Scope of work:**

- ASI-2: New steel bollards at dumpster pad behind KCDC leasing office.
- ASI-4: New steel railing at steps and ramp at front of Boys & Girls Club.

**Merit Construction- Value \$4,474.94**

**Scope of work:**

- Coordination/bond.



BOARD ACTION FORM

<b>MEETING DATE</b>	February 22, 2019
<b>AGENDA ITEM DESCRIPTION</b>	Approval is requested to award contract C19019 to Bonitz Flooring Group Inc. for flooring services at Love Towers.
<b>SUBMITTED BY</b>	<b>Name &amp; Title:</b> Sean Gilbert, Senior Vice President of Housing <b>Department:</b> Housing
<b>MEETING TYPE</b>	<input checked="" type="checkbox"/> Regular <input type="checkbox"/> Special
<b>AGENDA CLASSIFICATION</b>	<input type="checkbox"/> Resolution <input checked="" type="checkbox"/> Regular
<b>BUDGET / FINANCIAL IMPACT</b>	<b>Budgeted:</b> \$200,000.00 <b>Expenditure:</b> \$187,297.00 <b>Source of Funds:</b> HUD Capital funds
<b>APPROVAL/REVIEWS</b>	<input checked="" type="checkbox"/> Department Head /Vice President <input checked="" type="checkbox"/> Budget/Finance <input type="checkbox"/> Legal Counsel <b>Name of Reviewer:</b> _____ <input checked="" type="checkbox"/> Executive Director/CEO <input checked="" type="checkbox"/> Other - <b>Name &amp; Title:</b> Procurement Dir.
<b>STAFF RECOMMENDED ACTIONS</b>	<b>Approve:</b> <input checked="" type="checkbox"/> <b>Deny:</b> <input type="checkbox"/> <b>Defer:</b> <input type="checkbox"/>
<b><u>BACKGROUND</u></b>	
<p><b>1. What's the objective of the requested action?</b> This award allows KCDC staff to select Bonitz Flooring Group Inc. to replace existing deteriorated VCT tile in the common areas and hallways in preparation for RAD conversion. The new flooring is luxury vinyl plank flooring and presents a higher quality look and requires less maintenance effort.</p> <p><b>2. Why is the action needed now?</b> KCDC is preparing to convert this property through the RAD conversion process and these capital funds go away with the conversion. Thus this work must occur very soon.</p> <p><b>3. Who are the parties involved and what are their roles (if appropriate)?</b> Bonitz Flooring Group Inc. will perform the work and KCDC's staff will oversee the administrative portion of the work work.</p> <p><b>4. What are the long term and short term exposures to KCDC?</b> The short and long term exposures to KCDC are paying the contractor. There are no on-going costs associated with this project.</p>	
<b>HISTORICAL / TRANSACTIONAL INFORMATION</b> (who, when, where)	The existing flooring has in place for at least 20 years and it is worn and damaged. This expenditure will replace the flooring and increase the visual appeal of the property.
<b>ATTACHMENTS</b>	Bid tabulation form





**Benjamin M. Bentley, Executive Director/CEO**

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

**TO:** The KCDC Board

**FROM:** Benjamin M. Bentley, Secretary

**DATE:** February 22, 2019

**SUBJECT:** Authorization to award Contract C19009 to Bonitz Flooring Group Inc. for flooring services at Love Towers.

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.

<b>Scope of Work</b>	Flooring replacement services for Love Towers
<b>Funding Source</b>	Capital Funds
<b>Total Award Amount</b>	\$187,297.00
<b>Review Committee</b>	Jack Canada, Supportive Maintenance Manager Terry McKee, IT and Procurement Director
<b>Nature of Solicitation</b>	Formal Sealed Bids

<b>Company</b>	<b>Cost</b>	<b>Recommended for Approval</b>
<b>Bonitz Flooring Group Inc.</b>	<b>\$187,297.00</b>	<b>Yes</b>
Continental Flooring Company	\$238,091.00	No
Ceiling & Floor Restorations, Inc.	\$259,800.00	No

<b>This solicitation was distributed to:</b>	
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 EBOP Office+	SCORE
SERC	Tennessee Small Business Development Center
Tennessee Minority Supplier Development Council+	Small Business Administration*
U.S. Department of Commerce Minority Business Development Agency+	

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

