

# NEW BUSINESS

# Capital Outlay Note Resolution

Resolution No. 2022- 064

RESOLUTION OF THE GOVERNING BODY OF  
CLAIBORNE COUNTY, TENNESSEE,  
AUTHORIZING THE ISSUANCE, SALE, AND PAYMENT OF  
CLAIBORNE COUNTY HIGHWAY CAPITAL OUTLAY NOTE  
NOT TO EXCEED \$200,000

WHEREAS, the Governing Body of the Claiborne County, Tennessee, (the "Local Government") has determined that it is necessary and desirable to issue capital outlay notes in order to provide funds for the following public works project: Construction of Claiborne County Highway Department Office and Garage Building (the "Project"); and

WHEREAS, the Governing Body has determined that the Project is a public works project within the meaning of the Act (as defined below); and

WHEREAS, under the provisions of Parts I, IV and VI of Title 9, Chapter 21, Tennessee Code Annotated (the "Act"), local governments in Tennessee are authorized to finance the cost of this Project through the issuance and sale of interest-bearing capital outlay notes upon the approval of the Comptroller of the Treasury or Comptroller's designee; and

WHEREAS, the Governing Body finds that it is advantageous to the Local Government to authorize the issuance of capital outlay notes to finance the cost of the Project;

NOW THEREFORE, BE IT RESOLVED by the Governing Body of Claiborne County, Tennessee, as follows:

**Section 1.** For the purpose of providing funds to finance the cost of the Project, the chief executive officer of the Local Government is hereby authorized in accordance with the terms of this resolution, and upon approval of the Comptroller of the Treasury or Comptroller's designee, to issue and sell interest-bearing capital outlay notes in a principal amount not to exceed Two-Hundred Dollars (\$200,000 (the "Notes"). The Notes shall be designated "Claiborne County Highway" Capital Outlay Notes, Series 2022"; shall be numbered serially from 1 upwards; shall be dated as of the date of issuance; shall be in denomination(s) as agreed upon with the purchaser; shall be sold at not less than 99% of par value plus accrued interest if any; and shall bear interest at a rate or rates not to exceed four per cent (4%) per annum, and in no event shall the rate exceed the legal limit provided by law.

**Section 2.** The Notes shall mature three (3) fiscal years after the fiscal year of issuance and, unless otherwise approved by the Comptroller of the Treasury or Comptroller's designee, the Notes shall be amortized

through mandatory redemption in amounts reflecting level debt service on the Notes or an equal amount of principal paid in each fiscal year as is agreed upon by the chief executive officer and the Purchaser. The principal amount paid in each fiscal year shall be set forth in the form of the Note. The weighted average maturity of the Notes shall not exceed the reasonably expected weighted average life of the Project which is hereby estimated to be 40 years.

**Section 3.** The Notes shall be subject to redemption at the option of the Local Government, in whole or in part, at any time, at the principal amount and accrued interest to the date of redemption, without a premium, or, if sold at par, with or without a premium of not exceeding one percent (1%) of the principal amount as determined with the purchaser.

**Section 4.** The Notes shall be direct general obligations of the Local Government, for which the punctual payment of the principal and interest on the Notes, the full faith and credit of the Local Government is irrevocably pledged, and the Local Government hereby pledges its taxing power as to all taxable property in the Local Government for the purpose of providing funds for the payment of principal of and interest on the Notes. The Governing Body of the Local Government hereby authorizes the levy and collection of a special tax on all taxable property of the Local Government over and above all other taxes authorized by the Local Government to create a sinking fund to retire the Notes with interest as they mature in an amount necessary for that purpose.

**Section 5.** The Notes shall be executed in the name of the Local Government; shall bear the signature of the chief executive officer of the Local Government and the signature of the recording officer of the Local Government and shall be payable as to principal and interest at the office of recording officer of the Local Government or at the office of the paying agent duly appointed by the Local Government. Proceeds of the Notes shall be deposited with the official designated by law as custodian of the funds of the Local Government. All proceeds shall be paid out for financing the Project pursuant to this Resolution and as required by law.

**Section 6.** The Notes will be issued in fully registered form and that at all times during which any Note remains outstanding and unpaid, the Local Government or its agent shall keep or cause to be kept at its office a note register for the registration, exchange or transfer of the Notes. The note register, if held by an agent of the Local Government, shall at all times be open for inspection by the Local Government or any duly authorized officer of the Local Government. Each Note shall have the qualities and incidents of a negotiable instrument and shall be transferable only upon the note register kept by the Local Government or its agent, by the registered owner of the Note in person or by the registered owner's attorney duly authorized in writing, upon presentation and surrender to the Local Government or its agent together with a written instrument or transfer satisfactory to the Local Government duly executed by the registered owner or the registered owner's duly authorized attorney. Upon the transfer of any such Note, the Local Government shall issue in the name of the transferee a new registered note or notes of the same aggregate principal amount and maturity as the surrendered Notes. The Local Government shall not be obligated to make any such Note transfer during the fifteen (15) days next preceding an interest payment date on the Notes or, in the case of any redemption of the Notes, during the forty-five (45) days next preceding the date of redemption.

**Section 7.** The Notes shall be in substantially the form attached as Attachment 1 with only changes as are necessary or appropriate to comply with the requirements of the purchaser thereof as determined by the chief executive officer.

**Section 8.** The Notes shall be sold through the informal bid process provided in Tenn. Code Ann. Section 9-21-609.

**Section 9.** The Notes shall not be sold until receipt of the Comptroller of the Treasury or Comptroller's Designee's written approval for the sale of the Notes.

**Section 10.** The chief executive officer is authorized to designate the Notes as qualified tax-exempt obligations for the purpose of Section 265(b) (3) of the Internal Revenue Code of 1986 if so eligible to be designated.

**Section 11.** After the sale of the Notes, and for each year that any of the Notes are outstanding, the Local Government shall prepare an annual budget and budget ordinance in a form consistent with accepted governmental standards and as approved by the Comptroller of the Treasury or Comptroller's designee. The budget shall be kept balanced during the life of the Notes and shall appropriate sufficient monies to pay all annual debt service. The annual budget and ordinance shall be submitted to the Comptroller of the Treasury or Comptroller's designee immediately upon its adoption; however, it shall not become the official budget for the fiscal year until such budget is approved by the Comptroller of the Treasury or Comptroller's Designee in accordance with Title 9, Chapter 21, Tennessee Code Annotated (the "Statutes"). If the Comptroller of the Treasury or Comptroller's designee determines that the budget does not comply with the Statutes, the Governing Body shall adjust its estimates or make additional tax levies sufficient to comply with the Statutes, or as directed by the Comptroller of the Treasury or Comptroller's designee.

**Section 12.** All orders or resolutions in conflict with this Resolution are hereby repealed insofar as such conflict exists and this Resolution shall become effective immediately upon its passage.

**BE IT ALSO RESOLVED** this resolution shall take effect from and after its passage, the public welfare requiring it.

Duly passed and approved this 16<sup>th</sup> day of May 2022.

\_\_\_\_\_  
COUNTY MAYOR

DAVID MUNDY

SPONSOR

ATTESTED:

\_\_\_\_\_  
(Recording Officer)





**OFFICE OF THE COUNTY MAYOR**

April 8, 2022

Tennessee Comptroller of the Treasury  
Division of Local Government Finance  
Nashville, TN

To Whom It May Concern:

Claiborne County Government is seeking approval, from the State of Tennessee-Division of Local Government Finance, to obtain a capital outlay note for \$200,000 and repay this in three (3) years.

The purpose of this capital outlay note will be to construct a new building to house the Claiborne County Highway Department office and garage.

This note is feasible and in the best interest of the local government. Claiborne County Government can repay the proposed indebtedness together with all other obligations of the local government. The repayment of this note would be from Debt Service (Fund 151) with the Claiborne County Highway Department (Fund 131) repaying the Debt Service.

Thank you for your time and consideration on this matter.

Sincerely,

A handwritten signature in black ink, appearing to read "Joe Brooks", is written over a horizontal line.

Joseph Brooks, Mayor  
Claiborne County Government

**INFORMAL BID FORM**  
**CLAIBORNE COUNTY, TENNESSEE**  
**NOT TO EXCEED \$200,000**  
**GENERAL OBLIGATION CAPITAL OUTLAY NOTE, SERIES 2022**

As required by Title 9, Chapter 21, Part 609, Tenn. Code Ann., this information is being submitted to the Comptroller's Division of Local Government Finance to request approval to issue the above notes by the informal bid process based upon the following:

1. The informal bid process is feasible.
2. The informal bid process is in the best interest of our local government.
3. Our local government will be able to amortize the notes together with all other outstanding obligations.
4. Financial institutions were contacted by telephone or in writing and presented our local government with the interest rates as detailed below:

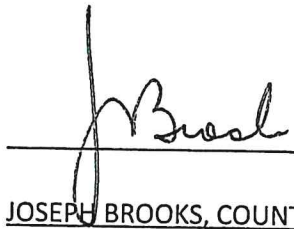
<u>Financial Institution/Lender</u>	<u>Interest Rate Quoted</u>
Commercial Bank	2.50%
Hearthside Bank	2.88%
First State Bank	3.73%

**Issuance Costs**

☐ There are no issuance costs associated with these notes.

☒ There are issuance costs, and they are itemized on the attached schedule:

Signed:

  
\_\_\_\_\_

Name & Title: JOSEPH BROOKS, COUNTY MAYOR

ATTACHMENT #1  
SCHEDULE OF BID ISSUANCE COSTS

	COMM BANK	HEARTHSIDE	FIRST STATE
FINANCIAL ADVISOR	\$0.00	\$0.00	\$0.00
LEGAL COUNSEL	\$0.00	\$0.00	\$0.00
REGISTRATION	\$0.00	\$0.00	\$0.00
PAYING AGENT	\$0.00	\$0.00	\$0.00
RATING AGENCY	\$0.00	\$0.00	\$0.00
UNDERWRITER	\$0.00	\$0.00	\$500.00
REMARKETING AGENT	\$0.00	\$0.00	\$0.00
ADVERTISING	\$0.00	\$0.00	\$0.00
OTHER	\$0.00	\$0.00	\$0.00
TOTAL	\$0.00	\$0.00	\$500.00

BANKING INFORMATION FOR  
HIGHWAY CAPITAL OUTLAY NOTES

Commercial Bank – Bid and Amortization Schedule

Hearthside Bank – Bid Only – No Amortization Schedule sent by Bank

First State Bank – Bid and Amortization Schedule





# COMMERCIAL BANK

March 31, 2022

Claiborne County Finance Department  
P O Box 317  
Tazewell, TN 37879

ATTN: Sue Tuttle

Please accept this letter as our bid for a Capital Outlay Note for the Claiborne County Government in the amount of \$ 200,000. The purpose of the Note is to construct a building for the Claiborne County Highway Department. The terms are as follows:

Amount of Capital Outlay Note: \$ 200,000

Interest Rate: 2.50%

Amortization Schedule for 3 years

No fees for issuance or Access

Quote is effective for 60 days from this letter to allow State and County approval.

If we can be of further service please contact me at 423-526-8120 or by email at [lfultz@cbtn.com](mailto:lfultz@cbtn.com). We appreciate your relationship.

Sincerely,

Linda Fultz  
Vice President/Loan Officer

4-7-22 6:46PM

Sue Tuttle

Life. Made Better.

# AMORTIZATION SCHEDULE

App. Date 04-12-2022	Application No.	Loan Amount 200,000.00	Branch 1	Collateral 0	Officer CB\LFULTZ	Init.
References in the boxes above are for Lender's use only and do not limit the applicability of this document to any particular loan or item.						

**Applicant:** COUNTY OF CLAIBORNE

**Lender:** COMMERCIAL BANK \*  
HARROGATE  
6710 Cumberland Gap Parkway  
Harrogate, TN 37752

Disbursement Date: April 12, 2022  
Interest Rate: 2.500

Repayment Schedule: Balloon  
Calculation Method: 365/360 U.S. Rule

Payment Number	Payment Date	Payment Amount	Interest Paid	Principal Paid	Remaining Balance
1	04-12-2023	68,500.37	5,069.44	63,430.93	136,569.07
2	04-12-2024	68,500.37	3,471.13	65,029.24	71,539.83
3	04-12-2025	73,353.17	1,813.34	71,539.83	0.00
<b>TOTALS:</b>		210,353.91	10,353.91	200,000.00	

**NOTICE:** This is an estimated loan amortization schedule. Actual amounts may vary if payments are made on different dates or in different amounts.



# Hearthside Bank

April 5, 2022

Sue Tuttle  
Claiborne County Finance Department  
P.O. Box 317  
Tazewell, TN 37879

Mrs. Tuttle,

Hearthside Bank is pleased to submit a bid for the three year \$200,000.00 Capital Outlay Note as described in your March 31, 2022 invitation letter. Our bid is a fixed rate of 2.88% with no fee, subject to the following conditions:

Receipt of:

1. Properly drawn and executed note
2. Properly drawn and executed resolution authorizing the borrowing
3. Certification that the borrowing meets the requirements as a tax free issue
4. Authorization from State of Tennessee Director of Local Finance for the issuance of the Capital Outlay Note
5. Certification that the County has satisfactorily met the requirements of parts 1, 4, and 6 of Tennessee Code Annotated Title 9, Chapter 21 as outlined in the approval letter issued by the State of Tennessee Comptroller of the Treasury.

This bid is effective for 30 days from date of issuance.

Thank you for the opportunity to be of financial service to Claiborne County and we look forward to working with you.

Sincerely,

James H. McCune  
VP/Market Manager

4-7-22 6:45pm

Sue Tuttle



Middlesboro | Harlan | New Tazewell | Jacksboro | Harrogate | Knoxville | [hearthsidebank.com](http://hearthsidebank.com)

MEMBER  
FDIC

*Always within reach*

FSB

# First State Bank *of the Southeast*

Locations - Middlesboro, Pineville, Williamsburg, Lexington, KY - New Tazewell, TN

April 4, 2022

Claiborne County Finance Dept.  
1775 N. Broad Street  
PO Box 317  
Tazewell, TN 37879

**Re: Bid - \$200,000 Capital Outlay Note**  
Construction of building for Claiborne  
County Highway Department

**Date submitted: April 4, 2022**

To Whom It May Concern:

In response to your solicitation of bids for a \$200,000 Capital Outlay Note for the construction of a building for the Claiborne County Highway Department, First State Bank of the Southeast is pleased to offer the following:

**Amount:** \$200,000

**Rate:** 3.73%

**Amortization Schedule for 3 years:** \$5,886.18/month  
(Schedule attached)

**Access Fees:** one-time \$500 bank fee

If anyone has questions or needs additional information about this bid, please feel free to contact me at 423-626-6112 or email at [Wade.Bevins@ourfsb.bank](mailto:Wade.Bevins@ourfsb.bank) I hope our bid is favorable and am eager for the opportunity to work with you on this project.

Sincerely,

*Wade T. Bevins*

Wade T. Bevins  
EVP/Chief Lending Officer

4-7-22 6:48pm.

*Sue T. [Signature]*

*David M. [Signature]*  
*James [Signature]*  
*Stacy [Signature]*  
*Buffy [Signature]*

www.ourfsb.bank

*James [Signature]*

Chantrel C. Vass

Kim Lantz

Mike Campbell

*Mitchell [Signature]*



Payment Number	Payment Date	Payment Amount	Principal Amount	Interest Amount	Loan Balance
1	06/01/2022	\$5,886.18	\$5,243.79	\$642.39	\$194,756.21
2	07/01/2022	\$5,886.18	\$5,280.81	\$605.37	\$189,475.40
3	08/01/2022	\$5,886.18	\$5,277.60	\$608.58	\$184,197.80
4	09/01/2022	\$5,886.18	\$5,294.55	\$591.63	\$178,903.25
5	10/01/2022	\$5,886.18	\$5,330.09	\$556.09	\$173,573.16
6	11/01/2022	\$5,886.18	\$5,328.67	\$557.51	\$168,244.49
7	12/01/2022	\$5,886.18	\$5,363.22	\$522.96	\$162,881.27
2022 Year Totals			\$37,118.73	\$4,084.53	
Accumulated Totals			\$37,118.73	\$4,084.53	
8	01/01/2023	\$5,886.18	\$5,363.01	\$523.17	\$157,518.26
9	02/01/2023	\$5,886.18	\$5,380.24	\$505.94	\$152,138.02
10	03/01/2023	\$5,886.18	\$5,444.82	\$441.36	\$146,693.20
11	04/01/2023	\$5,886.18	\$5,415.00	\$471.18	\$141,278.20
12	05/01/2023	\$5,886.18	\$5,447.05	\$439.13	\$135,831.15
13	06/01/2023	\$5,886.18	\$5,449.89	\$436.29	\$130,381.26
14	07/01/2023	\$5,886.18	\$5,480.91	\$405.27	\$124,900.35
15	08/01/2023	\$5,886.18	\$5,485.01	\$401.17	\$119,415.34
16	09/01/2023	\$5,886.18	\$5,502.63	\$383.55	\$113,912.71
17	10/01/2023	\$5,886.18	\$5,532.10	\$354.08	\$108,380.61
18	11/01/2023	\$5,886.18	\$5,538.06	\$348.12	\$102,842.55
19	12/01/2023	\$5,886.18	\$5,566.52	\$319.66	\$97,276.03
2023 Year Totals			\$65,605.24	\$5,028.92	
Accumulated Totals			\$102,723.97	\$9,113.45	
20	01/01/2024	\$5,886.18	\$5,573.73	\$312.45	\$91,702.30
21	02/01/2024	\$5,886.18	\$5,591.64	\$294.54	\$86,110.66
22	03/01/2024	\$5,886.18	\$5,627.44	\$258.74	\$80,483.22
23	04/01/2024	\$5,886.18	\$5,627.67	\$258.51	\$74,855.55
24	05/01/2024	\$5,886.18	\$5,653.51	\$232.67	\$69,202.04
25	06/01/2024	\$5,886.18	\$5,663.90	\$222.28	\$63,538.14
26	07/01/2024	\$5,886.18	\$5,688.69	\$197.49	\$57,849.45
27	08/01/2024	\$5,886.18	\$5,700.37	\$185.81	\$52,149.08
28	09/01/2024	\$5,886.18	\$5,718.68	\$167.50	\$46,430.40
29	10/01/2024	\$5,886.18	\$5,741.85	\$144.33	\$40,688.55
30	11/01/2024	\$5,886.18	\$5,755.50	\$130.68	\$34,933.05
31	12/01/2024	\$5,886.18	\$5,777.59	\$108.59	\$29,155.46
2024 Year Totals			\$68,120.57	\$2,513.59	
Accumulated Totals			\$170,844.54	\$11,627.04	
32	01/01/2025	\$5,886.18	\$5,792.54	\$93.64	\$23,362.92
33	02/01/2025	\$5,886.18	\$5,811.14	\$75.04	\$17,551.78
34	03/01/2025	\$5,886.18	\$5,835.26	\$50.92	\$11,716.52
35	04/01/2025	\$5,886.18	\$5,848.54	\$37.64	\$5,867.98
36	05/01/2025	\$5,886.22	\$5,867.98	\$18.24	\$0.00
2025 Year Totals			\$29,155.46	\$275.48	
Accumulated Totals			\$200,000.00	\$11,902.52	

# BID ISSUANCE COSTS

	COST	COMMENTS
FINANCIAL ADVISOR		
LEGAL COUNSEL		
REGISTRATION		
PAYING AGENT		
RATING AGENCY		
UNDERWRITER	500 <sup>00</sup>	FIRST STATE BANK
REMARKETING AGENT		
ADVERTISING		
OTHER		
TOTAL	500 <sup>00</sup>	

Claiborne County Board of Education

RESOLUTION

2022-069

May 12, 2022

WHEREAS, the Claiborne County Board of Education has received \$ 17,509.02 dollars in insurance recovery for Bus 74 and this needs to be added to the General Purpose Budget

WHEREAS, this resolution involves no local tax dollars.

BE IT THEREFORE RESOLVED by the Claiborne County Commission in session May 16, 2022 that the Claiborne County Board of Education be authorized to amend the General Purpose Budget by adjusting the following line items.

REVENUE

INCREASE

Account Code No.

49700

Insurance Recovery

\$ 17,509.02


EXPENDITURES

Account Code No.

141-72710-453

Vehicle Parts

\$ 17,509.02



Dr. Linda Kock  
Claiborne County Schools

Shawn Peters

Commission Sponsor

Kelly Harvey

Kelly Harvey  
School Finance Director

CLAIBORNE COUNTY  
BOARD OF EDUCATION

RESOLUTION

*2022-070*

May 12, 2022

WHEREAS, the Claiborne County Board of Education needs to amend the **Federal Projects Budget** in order to adhere to the latest state approved grant budgets for ESSER 2.0, Esser 3.0 and IDEA


Whereas, under the new state reporting requirements for Federal Projects, the county budget is required to match the state budget to the penny and

Whereas, the state continues to amend their budgets throughout the year, we are therefore required to bring each of these changes before county commission as they occur, in order to receive these federal funds

WHEREAS, this resolution involves no state or local tax dollars

BE IT THEREFORE RESOLVED by the Claiborne County Commission in session on May 16, 2022 that the Claiborne County Board of Education be authorized to amend the **Federal Projects Budget** by adjusting the following line items.

Account No.		<u>INCREASE</u>	<u>DECREASE</u>
<b><u>EXPENDITURES</u></b>			
Account No.			
71100/429	Instructional Supplies	\$ 1,000.00	
71100/471	Software	\$ 207,500.00	
71100/722	Reg. Inst Equipment		\$ (100,000.00)
72120/735	Health Equipment	\$ 10,000.00	
72210/204	State Retirement	\$ 1,000.00	
72210/790	Other Equipment	\$ 20,000.00	
72220/312	Contracted Services	\$ 25,000.00	
72220/399	Other Contracted Serv		\$ (25,000.00)
72250/471	Software	\$ 6,170.00	
72610/720	Plant Operation Equipment	\$ 346,410.00	
72710/729	Transportation Equipment	\$ 194,197.17	
76100/707	Building Improvements		\$ (619,438.30)
76100/720	Plant Operation Equipment	\$ 52,000.00	
76100/799	Other Capital Outlay		\$ (118,838.87)

  
Dr. Linda Keck  
Director of Schools

Shawn Peters  
Commission Sponsor

Kelly Harvey  
Kelly Harvey  
School Finance Director



CLAIBORNE COUNTY  
BOARD OF EDUCATION

RESOLUTION

*2022-071*

May 12, 2022

WHEREAS, the Claiborne County Board of Education needs to amend the Federal Projects Budget in order to adhere to the latest state approved grant budgets for Esser 3.0


Whereas, under the new state reporting requirements for Federal Projects, the county budget is required to match the state budget to the penny and

Whereas, the state continues to amend their budgets throughout the year, we are therefore required to bring each of these changes before county commission as they occur, in order to receive these federal funds

WHEREAS, this resolution involves no state or local tax dollars

BE IT THEREFORE RESOLVED by the Claiborne County Commission in session on May 16, 2022 that the Claiborne County Board of Education be authorized to amend the Federal Projects Budget by adjusting the following line items

Account No.		<u>INCREASE</u>	<u>DECREASE</u>
<u>EXPENDITURES</u>			
Account No.			
71100/188	Bonus Payments		\$ (105,000.00)
71100/201	Social Security		\$ (11,137.02)
71100/204	Retirement		\$ (41,288.47)
71100/471	Software		\$ (200,000.00)
71100/722	Reg. Instr. Equipment	\$ 10,000.00	
72210/790	Other Equipment	\$ 20,000.00	
72250/471	Software	\$ 110,000.00	
72610/720	Plant Operation Equipment		\$ (308,410.00)
72710/729	Transportation Equipment		\$ (175,771.68)
76100/399	Other Contracted Serv.	\$ 118,838.87	
76100/707	Building Improvements	\$ 635,768.30	
76100/720	Plant Operation Equipment		\$ (52,000.00)

  
\_\_\_\_\_  
Dr. Linda Keck  
Director of Schools

*Shawn Peters*  
\_\_\_\_\_  
Commission Sponsor

*Kelly Harvey*  
\_\_\_\_\_  
Kelly Harvey  
School Finance Director

**COUNTY CLERK  
OFFICE EQUIPMENT UPDATE  
RESOLUTION 2022- 072**

**WHEREAS**, it appears that the computer program equipment in the County Clerk's office is in need of updating and,

**WHEREAS**, this equipment in the office is necessary for daily operations, including transactions for Vehicle Services (applications, renewals, scanning, electronic transmissions), Dept. of Revenue (sales tax); Business License applications, Marriage License, TWRA transactions, Bookkeeping, Commission minutes, etc. and,

**WHEREAS**, the current provider (Business Information Systems) of computer equipment and programs in the County Clerk's office can upgrade this equipment as well as the programs and has provided a quote of Sixteen Thousand Six Hundred Fifty (\$16,650.00) Dollars and,

**WHEREAS**, pursuant to T.C.A. 67-4-724, the County Clerk's office has monies available in a reserve and restricted account generated by business tax returns earmarked for computer hardware purchases or other usual and necessary computer-related expenses at the discretion of the County Clerk and so,

**BE IT THEREFORE RESOLVED** that the amount of Sixteen Thousand Six Hundred Fifty (\$16,650.00) Dollars be approved for the purchase of this upgraded equipment and that same be paid from Fund 101, County Clerk's Reserve Acct. (#34515) and transferred into Acct. 52500-435, County Clerk's office supplies.

**BE IT FURTHER RESOLVED** that this resolution shall take place from and after it's passage, the public welfare requiring it.

**PASSED and APPROVED** this 15<sup>th</sup> day of May, 2022.

\_\_\_\_\_  
County Mayor

\_\_\_\_\_  
Kim Large  
County Commissioner Sponsor

ATTEST:

\_\_\_\_\_  
County Clerk

# PROPOSAL

i3-BIS, LLC  
DBA: Business Information Systems  
333 Industrial Park Road  
Piney Flats, TN 37686

Proposal Number: SAQ11904  
Proposal Date: 05/02/22  
Page: 1  
Date and Time: 05/02/22 4:13:21

Sell

To: CLAIBORNE TN COUNTY CLERK  
PO BOX 173  
TAZEWELL, TN 37879

Ship Via  
Ship Date 05/02/22  
Terms Net 20

Customer ID CLA010  
SalesPerson Stoney Hale/David Casaday

Description	Unit	Qty	Unit Price	Total Price
Clerk Printer				
HP LJ Enterprise M610DN	EA	1.00	1,850.00	1,850.00
>> HP M610 550 Sheet Tray	EA	1.00	0.00	
>> Printer Install	hour	1.00	0.00	
Hardware Dept Travel Cost	EACH	2.00	100.00	200.00

Amount Subject to Sales Tax 0.00	Amount Exempt from Sales Tax 2,050.00
--	---

Subtotal:	2,050.00
Invoice Discount:	0.00
Total Sales Tax:	0.00
Total:	2,050.00

# PROPOSAL

i3-BIS, LLC  
DBA: Business Information Systems  
333 Industrial Park Road  
Piney Flats, TN 37686

Proposal Number: SAQ11707  
Proposal Date: 02/18/22  
Page: 1  
Date and Time: 03/10/22 3:35:12

Sell

To: CLAIBORNE TN COUNTY CLERK  
KAREN HURST  
PO BOX 173  
TAZEWELL, TN 37879

Ship Via  
Ship Date 02/18/22  
Terms Net 20

Customer ID CLA010  
SalesPerson Stoney Hale/David Casaday

Description	Unit	Qty	Unit Price	Total Price
Clerk Workstation				
Small Format PC	EA	8.00	1,300.00	10,400.00
>> 22" Widescreen LCD Monitor	EACH	8.00	0.00	
>> TN CLERK WORKSTATION INSTALL	EACH	8.00	0.00	
Hardware Dept Travel Cost	EACH	2.00	100.00	200.00
[ Includes 1 yr BIS maintenance ]		0.00	0.00	

Amount Subject to Sales Tax 0.00	Amount Exempt from Sales Tax 10,600.00
--	--

Subtotal:	10,600.00
Invoice Discount:	0.00
Total Sales Tax:	0.00
Total:	10,600.00

# PROPOSAL

Business Information Systems  
333 Industrial Park Road  
Piney Flats, TN 37686

Proposal Number: SAQ11715  
Proposal Date: 02/23/22  
Page: 1  
Date and Time: 02/28/22 4:19:09

Sell

To: CLAIBORNE TN COUNTY CLERK  
KAREN HURST  
PO BOX 173  
TAZEWELL, TN 37879

Ship Via  
Ship Date 02/23/22  
Terms Net 20

Customer ID CLA010  
SalesPerson Stoney Hale/David Casaday

Description	Unit	Qty	Unit Price	Total Price
Clerk Chip Readers				
ID Tech Augusta S	EA	8.00	475.00	3,800.00
>> BIS E2E key	EA	8.00	0.00	
>> Monetra CardShield Device ID	EA	8.00	0.00	
>> UniTerm Engine License #135	EA	8.00	0.00	
>> Hardware Installation	hour	8.00	0.00	
Hardware Dept Travel Cost	EACH	2.00	100.00	200.00
[ Includes 1 yr BIS maintenance ]		0.00	0.00	

Amount Subject to Sales Tax 0.00	Amount Exempt from Sales Tax 4,000.00
--	---

Subtotal:	4,000.00
Invoice Discount:	0.00
Total Sales Tax:	0.00
Total:	4,000.00



RESOLUTION AUTHORIZING FUNDS FOR DISTRICT  
TWO (2) WATER PROJECT  
RESOLUTION NO. 2022-073

WHEREAS, Claiborne County, Tennessee received American Rescue Plan funds as a result of the COVID-19 Pandemic, and;

WHEREAS, Claiborne County, Tennessee was awarded a total of Six Million Two Hundred Thousand (\$6,200,000.00) Dollars, and;

WHEREAS, Claiborne County received the first half of the money totaling Three Million One Hundred Thousand (\$3,100,00.00) Dollars, and;

WHEREAS, the Claiborne County Commission has allocated funds for essential pay, match for modernization of the Claiborne Health Department and match for additional T.D.E.C. funding for rehabbing water and sewer treatment facilities, and;

WHEREAS, the Claiborne County Commission adopted a Resolution to provide funding for projects as determined by each of the Commissioners in the Districts to be used in the discretion of each Commissioner(s) in each district for water line, sewer line, and broadband internet, and;

WHEREAS, the remaining funds available total One Million Nine Hundred Nineteen Thousand Eight Hundred Thirty Five Dollars and Thirty Five (\$1,919,835.35) Cents, and;

WHEREAS, the remaining funds for each District are approximately Two Hundred Thirteen Thousand Three Hundred Fifteen Dollars and Four (\$213,315.04) Cents.

NOW THEREFORE, BE IT RESOLVED, the Claiborne County Commission, meeting in regular session on the 16<sup>th</sup> day of May, 2022, hereby authorizes and directs the County Finance Director to pay the sum of Two Hundred Thirteen Thousand Three Hundred Fifteen Dollars and Four (\$213,315.04) Cents to install and extend waterline on Barker Road until the funds are exhausted.

BE IT FURTHERED RESOLVED, this resolution will take effect upon its passage, the public welfare requiring it.

Duly passed and approved this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

\_\_\_\_\_  
Joe Brooks, Claiborne County Mayor

ATTEST:

\_\_\_\_\_  
Karen Hurst, County Clerk

SPONSOR:

Kim Walker Large by James H. Estep, III  
Kim Walker Large, County Commissioner w/permission

Juanita Honeycutt by James H. Estep, III  
Juanita Honeycutt, County Commissioner w/permission

Nathan Epperson by James H. Estep, III  
Nathan Epperson, County Commissioner w/permission

RESOLUTION AUTHORIZING USE OF COUNTY OWNED PROPERTY  
BY HIGHWAY DEPARTMENT  
RESOLUTION NO. 2022-074

WHEREAS, Claiborne County, Tennessee owns a tract of land known as the Rock Quarry in Shawnee, Tennessee, identified as Tax Map 002, Parcel 019.00 in the Tax Assessor's records for Claiborne County, Tennessee, and;

WHEREAS, the property was formerly used by the Claiborne County Solid Waste Department as a Convenience Center, and;

WHEREAS, the property is not presently being used, and;

WHEREAS, the Claiborne County Highway Department is in need of an area for burning debris from future natural disaster events in Claiborne County, Tennessee, and;

WHEREAS, the Division of Air Pollution Control for the State of Tennessee concurs the property located at Bristol Road (Tax Map 002, Parcel 019.00) in Claiborne County, Tennessee meets the air pollution control guidelines for open burning of future natural disaster events debris.

NOW THEREFORE, BE IT RESOLVED, the Claiborne County Commission, meeting in regular session on the 16<sup>th</sup> day of May, 2022, authorizes and agrees to the use of the property owned by Claiborne County, Tennessee located at Bristol Road (Tax Map 002, Parcel 019.00) in Claiborne County, Tennessee may be used by the Claiborne County Highway Department for burning debris from future natural disaster events in Claiborne County, Tennessee.

BE IT FURTHER RESOLVED, this resolution will take effect upon its passage, the public welfare requiring it.

Duly passed and approved this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

\_\_\_\_\_  
Joe Brooks, Claiborne County Mayor

ATTEST:

\_\_\_\_\_  
Karen Hurst, County Clerk

SPONSOR:

David Mundy by James L. Estep, III  
David Mundy, County Commissioner *with permission*

RESOLUTION  
RESOLUTION NO. 2022-075

WHEREAS, request has been made to open Shoffner Cemetery Lane as a county road,  
and;

WHEREAS, T.C.A. §54-10-201 et seq. provides the procedure for opening a county road,  
and;

WHEREAS, the new road is in the Sixth (6<sup>th</sup>) Civil District of Claiborne County,  
Tennessee, and;

WHEREAS, the new road is off Indian Creek Road and extends for approximately one  
(1) tenth mile, and;

WHEREAS, the new road shall be named Shoffner Cemetery Lane, and;

WHEREAS, Claiborne County Emergency Communication District (E911) has approved  
the name, and;

WHEREAS, the new county road shall be existing as is, as presently constructed as a  
gravel road, and;

WHEREAS, the Claiborne County Road Superintendent has agreed to accept the new  
road and add to the County Road List.

NOW THEREFORE, the Claiborne County Commission meeting in regular session on  
the 16<sup>th</sup> day of May, 2022 hereby declares Shoffner Cemetery Lane, for approximately one (1)  
tenth mile from Indian Creek Road in the Sixth (6<sup>th</sup>) Civil District of Claiborne County,  
Tennessee shall be opened as a new county road and shall be added to the County Road List.

BE IT FURTHER RESOLVED, the new county road known as Shoffner Cemetery Lane  
is a gravel road and is accepted in the present existing condition, as is, with the understanding no  
additional improvements are required except, maintenance in the discretion of the County Road  
Superintendent.

BE IT FURTHER RESOLVED, this resolution shall take effect upon its passage, the  
public welfare requiring it.

Duly passed and approved this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

\_\_\_\_\_  
Joe Brooks, Claiborne County Mayor

ATTEST:

---

Karen Hurst, County Clerk

SPONSOR:

Steve Mason by James D. Estep, III  
Steve Mason, County Commissioner w/permission

Carolyn Brooks by James D. Estep, III  
Carolyn Brooks, County Commissioner w/permission

Rose Barnett by James D. Estep, III  
Rose Barnett, County Commissioner w/permission



RESOLUTION NO. 2022- 076

ARCHITECTURAL FIRM

WHEREAS, the architect services have been advertised. We received information from one firm (please see attached).

WHEREAS, an architect needs to be hired in order to develop plans for an office building. Please see attached Resolution #2022-026 from a prior meeting that pertains to the architect fee.

WHEREAS, if this architectural firm is approved, then the following budget amendment will need to be approved by Claiborne County Commission:

101-51800-335	County Buildings	\$2,500
101-51800-790	Other Equipment	\$2,500

**BE IT ALSO RESOLVED** this resolution shall take effect from and after its passage, the public welfare requiring it.

**PASSED AND APPROVED** this 16<sup>th</sup> day of May 2022.

\_\_\_\_\_  
COUNTY MAYOR

\_\_\_\_\_  
JUANITA HONEYCUTT  
SPONSOR

ATTEST:

\_\_\_\_\_  
COUNTY CLERK

REFERENCE

02/28/2022

**ITEM #19 – RES. 2022-026 – APPROVAL FOR MAYOR TO SELECT ARCHITECT (for plans of property located at corner of Montgomery and Main)**

MOTION: Commissioner Honeycutt – to approve and that the cost of no more than \$2500.00 be paid from 101-51800-335 (Architecture Acct.)

SECOND: Commissioner Nathan Epperson

MOTION TO AMEND: Commissioner Mundy – to instruct the Finance Department to advertise in the local newspaper for proposals from architect service and that these proposals be brought back before the county commission for consideration.

SECOND: Commissioner Hatmaker

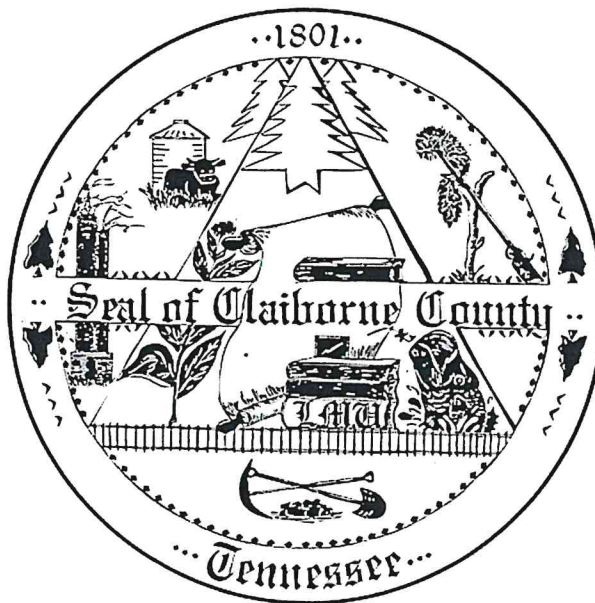
*ROLL CALL VOTE (on Motion to Amend): 21 for; 0 against / Motion carried*

*ROLL CALL VOTE (on original Motion as amended): 21 for; 0 against / Motion carried  
(Resolution as follows)*

## **Claiborne County, TN**

### **A/E QUALIFICATIONS FOR:**

# **OFFICE BUILDING PROJECT**



### **Prepared by:**

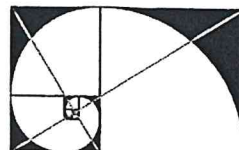
Dan Brittain, AIA

**The Architecture Collaborative, LLC**

6700 Baum Drive, Suite 23, Knoxville, TN 37919

email: [dan@tac-45.com](mailto:dan@tac-45.com)

tel: 865-342-7505



# **TAC**

The Architecture Collaborative



May 04, 2022

TO: Claiborne County, TN

Re: RFQ 623567 Public Notice Ad

Thank you for the opportunity to submit our qualifications for design services for the design of a new office building.

Thank you for your time and consideration. We hope you find that our qualifications acceptable.

Sincerely,  
**The Architecture Collaborative**

A handwritten signature in black ink that reads "Dan Brittain". The signature is written in a cursive, flowing style.

Dan Brittain, AIA  
Principal Architect

# TABLE OF CONTENTS

1. Organizational Experience / Qualifications / Technical Capabilities	page 1
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3. Project Team Members	page 11
4. Organizational Approach	page 22



# 1. ORGANIZATIONAL EXPERIENCE / QUALIFICATIONS / TECHNICAL CAPABILITIES

## The Architecture Collaborative Experience

The Architecture Collaborative, LLC (TAC) was formed in 2017 and operates as a small business that performs work primarily in East and Middle Tennessee, while holding active licenses in four states - TN, NC, AL, FL. However, the TAC staff and team members do bring with them a variety of project experience, particularly in the institutional and civic sectors. For the past three years TAC has completed, or is in the process of, a wide range of project types. They have successfully served as Architects of Record for dozens of Public HUD agencies, several multi-family apartment communities, numerous retail and office facilities, as well as several industrial projects. TAC's diverse experience allows them to draw from the various project types and incorporate creative and efficient design practices. TAC's work over the last 5 years has built a balanced project portfolio comprised of 15% - single family residential, 35% Governmental HUD projects, 15% Industrial, 20% Multi-family, 15% Office/Commercial.

Engineering Team members have many combined years of consistent project experience with Fire Stations and/or Emergency Response Centers for municipalities and have completed over 15 new Fire Station and/or Emergency response facilities. TAC also has a proven track record of working with each engineering consultants for over 20 years. Please see the detailed experience of all team members on the resume pages located in Section 3 - Team Members. Ardurra, Haines Structural Group (HSG), and Facility Systems Consultants (FSC) are all highly experienced and capable professionals with impressive portfolio of Fire Station and Emergency Response building types.

Working together with TAC, the entire project team make a well-balanced team with combined and individual experiences. The listing of Fire Hall projects for the complete Team Members include, but are not limited to:

<b>TAC (ARCH)</b>	<b>Ardurra (CIVIL)</b>	<b>Haines (Structural)</b>	<b>FSC (MEP)</b>
*Oak Ridge FS #4 Reno.		ORNL Research & Operations Support Center	Knoxville R/M FS #27
*E-911 Jefferson County	Carrollton FS #2	Roane County ERTF	Pigeon Forge FS
		Knoxville R/M Station #27	Lenoir City Municipal & Fire Hall
	Peachtree City FS #8	San Antonio FS #12	Madisonville Fire Hall
		Northaven FS #67 (Shelby, TN)	Oak Ridge FS #4 Reno.





The Architecture Collaborative

## Team Representative Projects

# SUPERIOR STEEL OFFICE & FABRICATION FACILITY

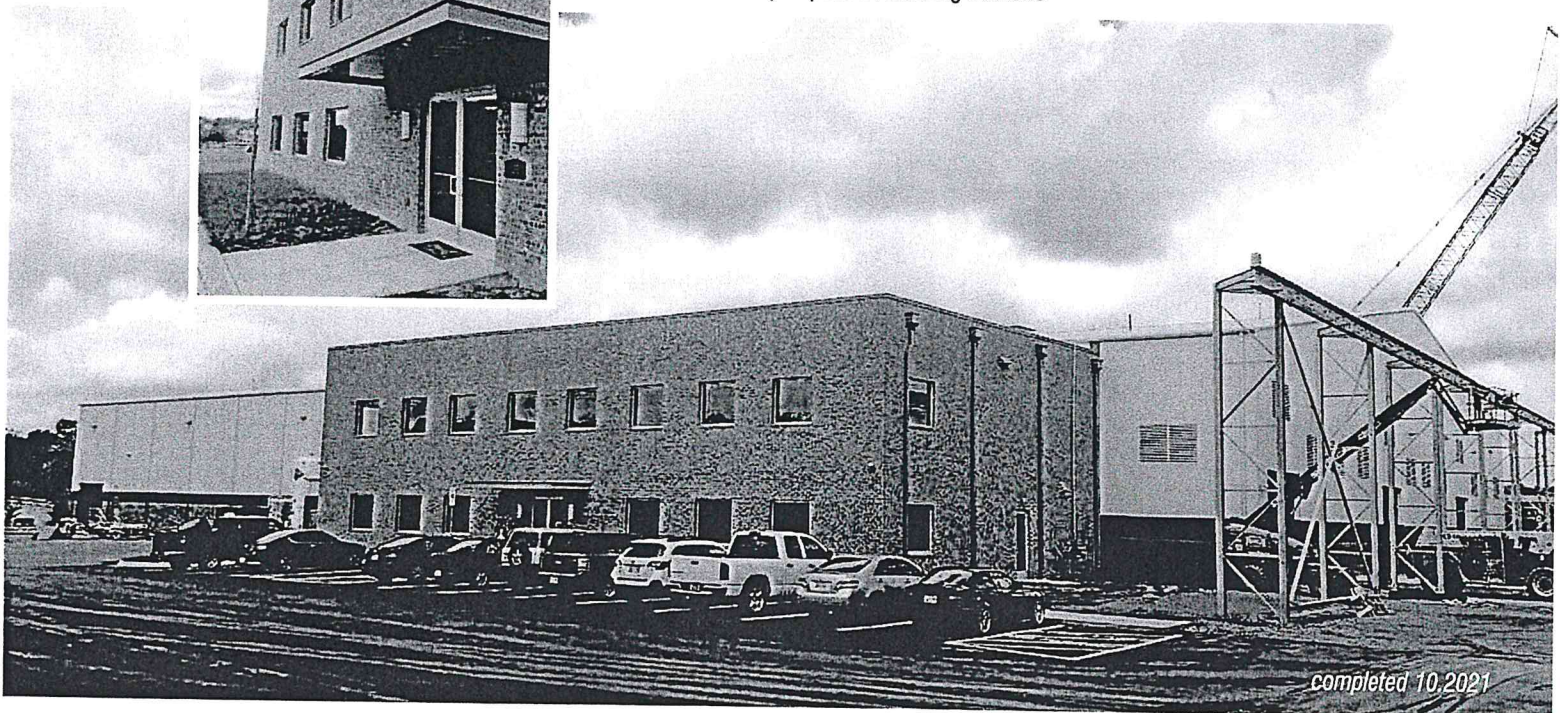
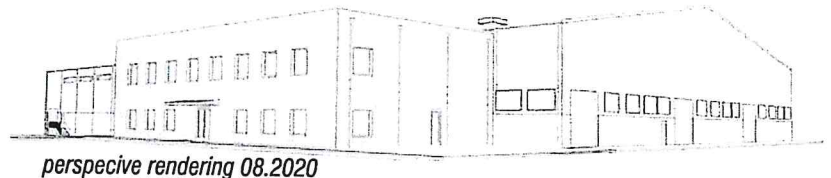
Knoxville, Tennessee

Completion: 2021  
Cost: \$4,000,000.00  
Size: 10,800 SF 2-Story Office  
58,000 SF Fabrication Shop

### TAC Team Members Involved

Architecture: The Architecture Collaborative, LLC.  
Civil: Fulghum, MacIndoe, & Associates, Inc.  
Reference: Mark Munday (owner)  
Tel. 865-740-9990  
mmunday@superstl.com

**Brief Description of Work:** Completed in December 2021 Superior Steel Office and Fabrication Facility consists of an 11-acre industrial development in Knoxville, TN at a final cost of \$4 million. The program consists of a new (2) story 10,800 SF office headquarter building with steel structure and brick façade attached to a new 58,000 SF prefabricated metal building steel paint fabrication workshop. The workshop was designed to fit specialty equipment able to paint large scale steel structural building components that are coming out of the existing primary facility in the industrial park. The site allows for semi-truck delivery inside the building of the structural components for painting. The warehouse includes ventilation and fire protection system and translucent wall panels for natural daylight. The office building includes offices for the CEO and estimators as well as break room and support services for the warehouse staff, including breakroom, bathrooms, tool room, and electrical room.





# 1. ORGANIZATIONAL EXPERIENCE / QUALIFICATIONS / TECHNICAL CAPABILITIES

## The Architecture Collaborative Team Representative Projects

### ACE WORLD COMPANIES

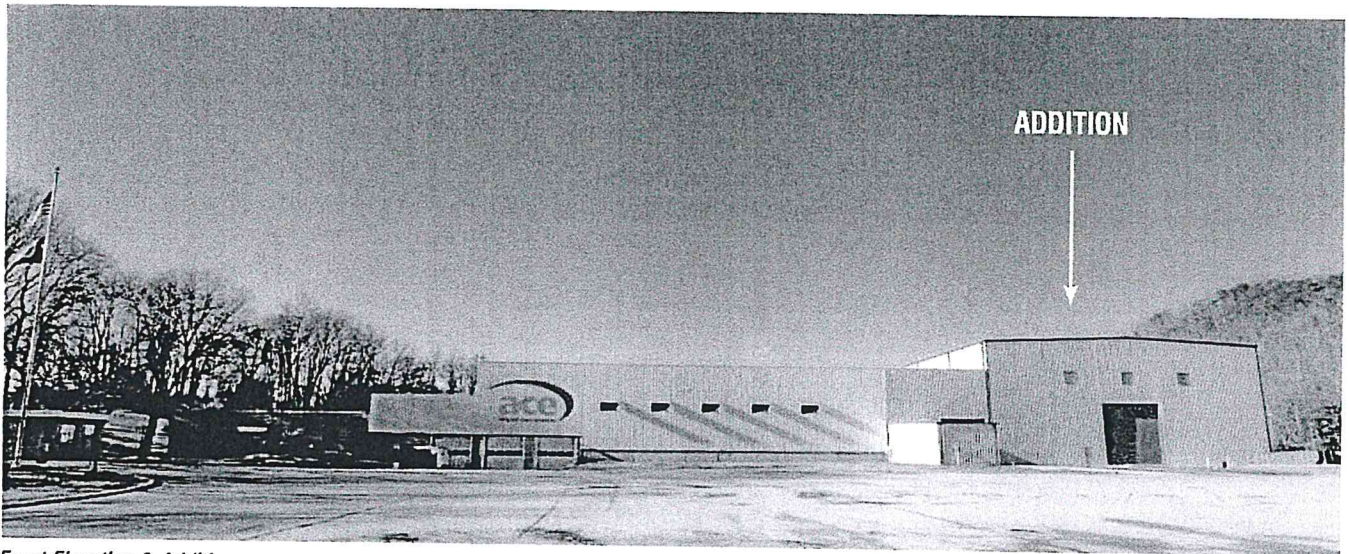
Clinton, Tennessee

Completion: March 2021  
Cost: Withheld  
Size: 185,000 SF

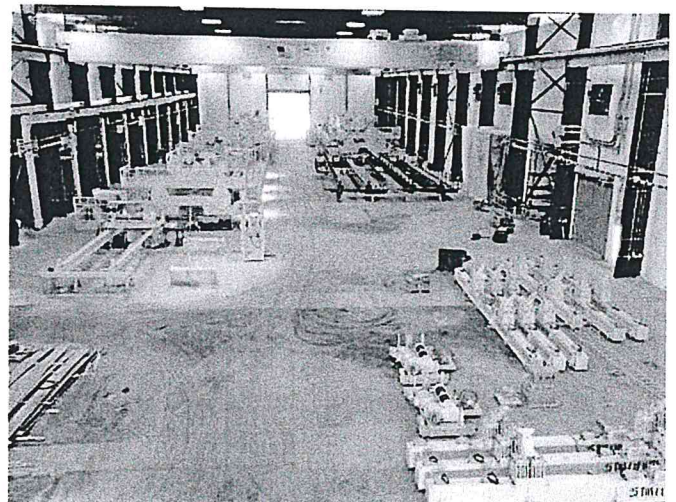
#### TAC Team Members Involved

Architecture: The Architecture Collaborative, LLC.  
Civil: Fulghum, MacIndoe, & Associates, Inc.  
Reference: Kevin Beavers (Exec. VP)  
Tel. 724-396-0273  
kbeavers@aceworldcompaies.com

**Brief Description of Work:** When looking to relocate their outdated Knoxville manufacturing facility, Ace World Companies chose TAC to help them renovate an existing 49,000 SF facility in Clinton, TN. for a 185,000 SF addition to facilitate the manufacturing of larger cranes. The recently obtained building had the adequate square footage but needed to be much taller so the decision to remove 135,000sf of the building and build it back with a 60ft tall eave height. This allowed for construction of massive 250 ton capacity rail cranes for Cape Canaveral. Connecting building systems to the existing portions of the building were part of the overall scope of work.



Front Elevation & Addition



280 Ft Girder table



# 1. ORGANIZATIONAL EXPERIENCE / QUALIFICATIONS / TECHNICAL CAPABILITIES

## The Architecture Collaborative Team Representative Projects

### \*E-911 FACILITY FOR JEFFERSON COUNTY

Jefferson City, Tennessee

Completion: 2012  
Cost: \$2,500,000.00  
Size: 12,000 SF

#### TAC Team Members Involved

Architecture: \*Dan Brittain (PA for Michael Brady, Inc.)  
Reference: Jefferson County-Director of Facilities  
David Longmire  
Tel. 865-471-1884 / 865-257-4852  
dlongmire@jeffersoncountyttn.gov

**Brief Description of Work:** A new 12,000 SF Emergency Operations Center This facility was designed to house the county's two emergency response services, the E-911 and the EMS Ambulance Centers. Both departments were originally in outdated and "run down" buildings. This project combined them into a state of the art facility. The need for 24 hour operations, enhanced security, a 125' radio tower, and the "hardening" of certain areas of the building were incorporated. The building is designed to remain in continuous operation during power outages or other disasters. Public participation activities included local government and Jefferson County Commission meetings.







# International Brotherhood of Electrical Workers Training Facility

Knoxville, TN



## Client

Studio Four Design, Inc.

## Contact

Mike Keller

[mkeller@s4dinc.com](mailto:mkeller@s4dinc.com)

## Services

Civil Engineering

## Project Type

Industrial

## Year Complete

2012

Studio Four Design, Inc. teamed with FMA to complete the construction of a training facility for the International Brotherhood of Electrical Workers (IBEW). The IBEW Training Facility is located near the intersection of Central Avenue Pike and Murray Drive in Knoxville, Tennessee.

FMA's scope of work included preliminary site layout, as well as construction plans for site layout, paving, grading, erosion control, storm drainage, water and sewer design.

FMA also completed the Stormwater Pollution Prevention Plan, a Notice of Intent and submittal to TDEC, as well as construction phase services.



# 1. ORGANIZATIONAL EXPERIENCE / QUALIFICATIONS / TECHNICAL CAPABILITIES

## The Architecture Collaborative Team Representative Projects

### \*ORNL RESEARCH OPERATIONS SUPPORT CENTER

Oak Ridge, Tennessee

Completion: August 2020  
Cost: \$15,000,000.00  
Size: 30,000 SF

#### TAC Team Members Involved

Structural: Haines Structural Group, Inc.  
Civil: Ardurra  
Reference: ORNL  
Gerry Palau  
Tel. (865)865-574-6747

**Brief Description of Work:** The facility consists of a single story 30,000 square foot building that houses the ORNL Fire Department and the DOE Security Operations Subcontractor. The facility has an 8,200-sf apparatus bay that houses up to 10 fire trucks along with 21,000 sf single story office space. The building is designed to house all necessary response features for both the protective forces and fire department, including: locker rooms, fitness room, showers, open office areas, kitchen with dining and lounge, and apparatus bay for emergency response vehicles with small maintenance area. The entry to the building also has display areas for small artifacts. The building façade is handsomely designed with brick, large windows allowing natural light, and two colors of fiber cement panels corresponding to the interior program. Haines Structural Group was the primary structural engineering consultant and Fulghum, McIndoe & Associates provided complete Civil.

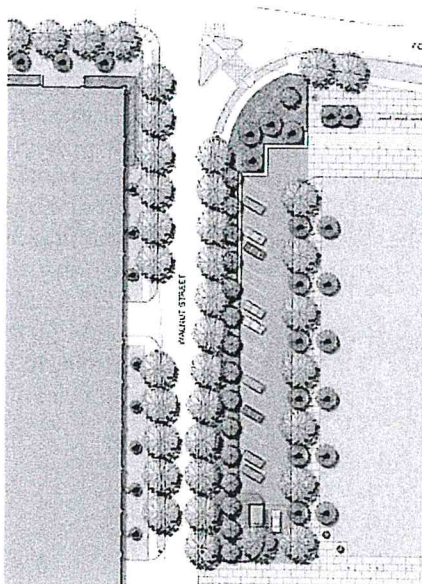
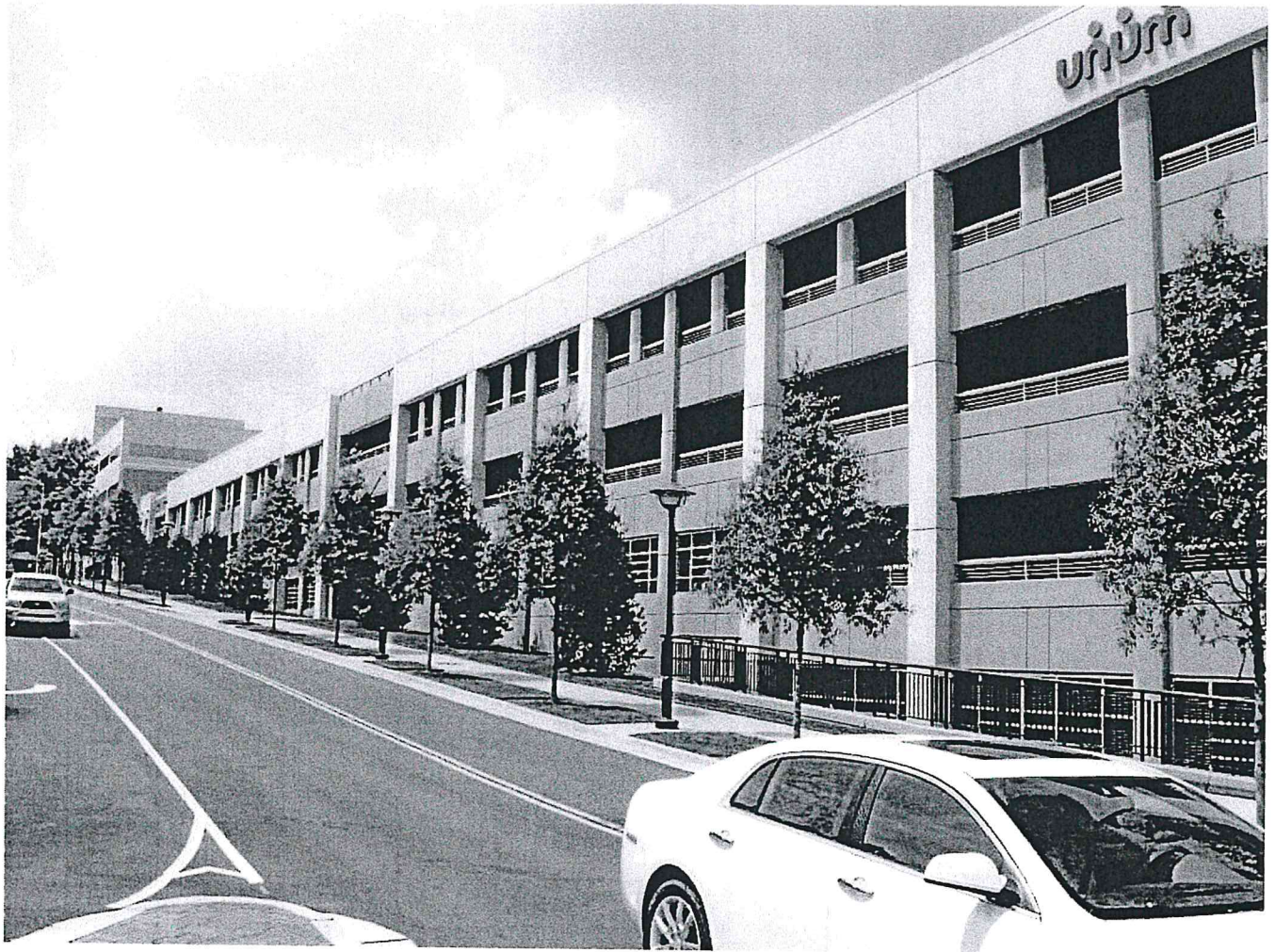




## WALNUT STREETSCAPE IMPROVEMENTS

Chattanooga, Tennessee

ROSS/FOWLER  
LANDSCAPE ARCHITECTURE  
URBAN DESIGN & PLANNING



The Walnut Streetscape Improvements were developed in association with the 1,424 car Cherry Street Parking Garage built for the Unum Insurance Company in downtown Chattanooga. Walnut Street is lined with street trees and pedestrian scale street lighting in a symmetrical arrangement. Street trees are planted in a grass shoulder between the curb and the sidewalk. Ross/Fowler was the project landscape architect responsible for design of the landscape

and irrigation improvements. The principles of sustainability and legibility were used to guide the project design. The irrigation system is state-of-the-art and is based upon the use of sensors that detect soil moisture and control system operation. A rain gauge is provided to eliminate system operation during a rain event.

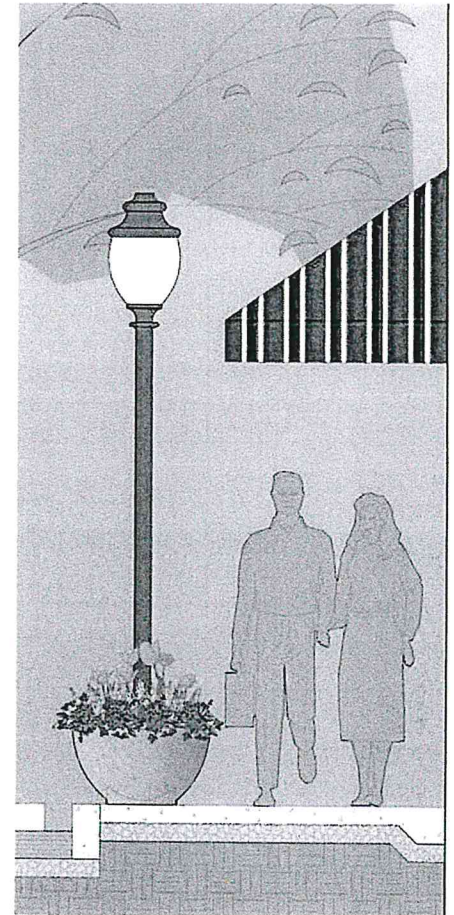
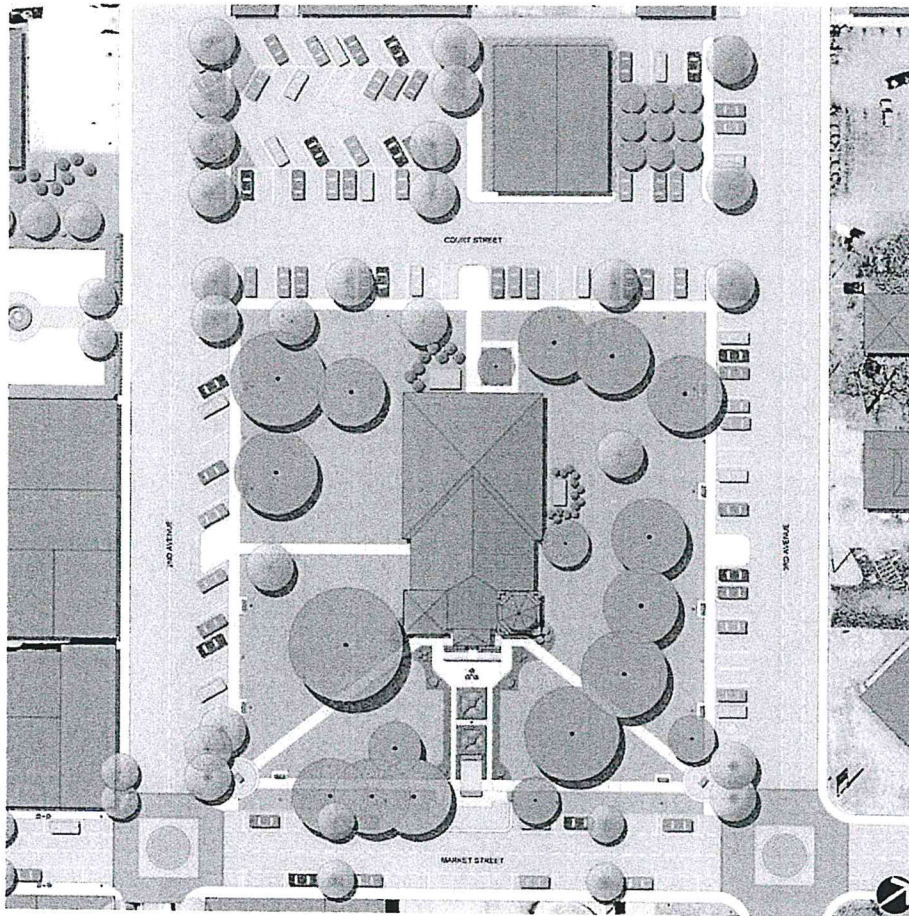
The garage, which occupies an entire city block, achieved LEED Gold certification.



## COURTHOUSE REVITALIZATION MASTER PLAN

Dayton, Tennessee

ROSS/FOWLER  
LANDSCAPE ARCHITECTURE  
URBAN DESIGN & PLANNING



Dayton was one of eight communities in Tennessee selected to receive state funding to encourage revitalization of their historic courthouse district. Home of the famous 1925 Scopes Monkey Trial, the courthouse along with its surroundings were planned by Ross/Fowler as a unique district with streetscape, entry portal and landscape improvements.

The principal concepts of the Courthouse Revitalization Zone Master Plan are aimed at visually strengthening the appearance of the Courthouse Square and Market Street; developing the portals and improving the Main Avenue and Third Avenue corridors into the Zone/downtown from Highway 27; identifying and making landscape improvements to public parking areas; and making landscape improvements to Rotary-Centennial Park.





## Office Buildings

### **ORNL Melton Valley Maintenance Facility & Office Building**

Facility consists of a 3 story, 35,000 maintenance and office facility that houses the maintenance functions for the High Flux Isotope Reactor campus at ORNL. The building achieved LEED Gold rating. The building contains a high bay warehouse area with an overhead crane, office space, locker rooms, a dining room, and assembly space on the third level.

### **Rural Medical Services**

Facility consists of a 2 story 17,500 square foot medical office building with exam rooms, office space, conference rooms, and common space.

### **Jewelry Television Interior Office Expansion**

Facility consists of a 3-story 63,000 square foot addition to the existing JTV facility. Large 37' tall ground floor spaces house sorting, processing, and shipping equipment, while the 3<sup>rd</sup> floor contains administrative office space. The structure consists of steel framing with pre-cast concrete wall panels up to the 3<sup>rd</sup> floor.

### **Mastercorp Addition**

Structural engineering services were provided for the construction of a new, 2-story, 16,000 square foot conventionally framed addition to the existing facility. The new structure was constructed adjacent to the existing structure and a new firewall was required. CSA provided the construction documents and structural specifications and details for the new building.

### **Rockwood Electric Office Building**

Facility consists of a 3 story 20,000 square foot office building. Measures were taken to match the existing historical façade while incorporating modern office building systems.

### **KUB Engineering Building**

New construction includes a three-story 45,000-50,000 square foot structure (15,000 sf per level) at the Middlebrook Pike campus consisting of office space, conference rooms, break/kitchen areas, and large storage areas. A new steel-framed three-story atrium space with monumental staircase will connect the new structure to an existing building. The building construction consisting of structural steel framing, composite floor systems, and a bar joist roof system is anticipated.

### **Trowel Trades Office Building**

This project consisted of a new 2-story 6,000 square foot residential/office building with a full depth 3,000 square foot basement. Structural engineering documents were provided for the concrete retaining walls, concrete footings, columns and elevated concrete deck.

### **Olding Professional Building**

Services include design, analysis, detailing and modeling the 4,800 square foot, single-story professional building with an attic consisting of stick-built load bearing walls, conventional rafter framing, and pre-engineered wood roof trusses.

### **ORNL Office Building 6030**

A new 20,000 square foot two story office building will be constructed directly adjacent to the 6010 building on ORNL's main campus. The new building will tie the existing 6010 to the new 6030 building as required with an enclosed one or two-story connector. The programming and preliminary design phase will include a study to potentially add an elevator to the existing 6010 building or to provide an elevator in the connector for easy access to both buildings.

### **ORNL Research Operations Support Center**

A new 38,000 square foot 2 story office building will be constructed in the 7000 area of ORNL's main campus. The facility will house the ORNL Fire department and the DOE Security Operations Subcontractor.

## 2. PERSONNEL BY DISCIPLINE: THE ARCHITECTURE COLLABORATIVE

The Architecture Collaborative personnel is divided into 2/3 Architecture and 1/3 Housing specialists. The architecture staff work on a wide variety of projects including: HUD agencies, several multi-family apartment communities, numerous retail and office facilities, as well as several industrial projects. The housing specialist manage all projects with housing authorities, including grant writing.

The staff at TAC are very experienced in working on multiple projects at once and managing consultants and clients. Most all projects have several engineers included on the team and our personnel are trained to manage work loads, people, and expectations. BIM software allows file sharing across the web and we have used several types of project management software to facilitate our process. Our strategy in maintaining project schedule, cost regulation and, quality control is simple:

### C O M M U N I C A T I O N

Only by having frank and open conversations at all phases of the project can a successful product be provided. It is vital to fully determine the scope of work, vision and desire of the owner at the onset of a project, and discussing how these can be achieved before pencil hits paper (or the mouse hits the pad!) It is even more vital to continually revisit these items at all stages, making updates and changes as required to maintain a steady flow of work.

<u>ROLE</u>	<u>EMPLOYEE</u>
Principal Architect	Dan Brittain, AIA
Project Manager	Michelle Mokry, Assoc. AIA
Project Designer	Ryan Ross Smith
Project Manager	Joshua Barnard
BIM Draftsperson	Rick Rogers
BIM Draftsperson	Michael Tierney
Housing Specialist	Colleen Vesser



### 3. PROJECT TEAM MEMBERS

The resumes of the TAC Team Members as listed below are included in this section.

<b>ARCHITECT</b>	<b>THE ARCHITECTURE COLLABORATIVE, LLC.</b>
Principal Architect	Dan Brittain, AIA
Project Manager	Michelle Mokry, Assoc. AIA
<b>LANDSCAPE ARCHITECTURE</b>	<b>ROSS-FOWLER &amp; ASSOCIATES</b>
Landscape Architect	Patrick Brown, PLA, ASLA
<b>CIVIL DESIGN</b>	<b>ARDURRA</b>
Civil Engineer	Aarron Gray, PE
<b>STRUCTURAL ENGINEERING</b>	<b>HAINES STRUCTURAL GROUP, INC.</b>
Principal Structural Engineer	Bobby Haines, PE, SE
Structural Engineer	Casey Brown, PE, SE
<b>MECHANICAL ENGINEER</b>	<b>FACILITY SYSTEMS CONSULTANTS, INC.</b>
Mechanical Engineer	John Kenny, PE
<b>ELECTRICAL ENGINEER</b>	<b>FACILITY SYSTEMS CONSULTANTS, INC.</b>
Electrical Engineer	Larry Headla, PE



# DAN BRITTAIN AIA

## PRINCIPAL ARCHITECT

Dan has 22 years' experience with office, laboratory, HUD multi-family, institutional, and commercial projects. Project sizes range from small-large renovations, additions, and new construction. In his previous employment at Michael Brady, Inc., he was Staff Architect on several University of Tennessee projects and numerous civic projects. His responsibilities include project management, client relations, project design, construction administration and marketing. His responsibilities include project management, client relations, project design, construction administration.



### EDUCATION

University of Tennessee  
Bachelor of Architecture, 1998

### REGISTRATION

Registered Architect

Tennessee # 102274  
North Carolina #14174  
Alabama #8382  
Florida #AR100391

### PROFESSIONAL AFFILIATIONS

American Institute of Architects

National Council of Architectural Registration  
Boards

U.S. Green Building Council

*\*Work done while employed at  
Michael Brady, Inc.*

### SELECT RELEVANT EXPERIENCE

#### Ace World Companies

New 130,000 SF Type II pre-engineered metal building for  
industrial rail manufacture (284' L x 464' W x 60' H)

*Clinton, TN*

#### Johnson University Masterplan Campus Masterplan study

*Knoxville, TN*

#### Superior Steel Headquarters and Paint Workshop 58,000 SF Fabrication shop & 10,000 SF (2) Story Office

*Knoxville, TN*

#### Boot Barn New 7,500 SF Retail metal building

*Knoxville, TN*

#### Vintage Alcoa Apartments (8) 3-story building HUD Development

*Alcoa, TN*

#### J1 Visa Dormitory Housing (2) 4-story apartment buildings with amenities

*Gatlinburg, TN*

#### \*E-911 Call-Center 1-story 12,000 SF emergency call center w/ 3 ambulance bays

*Jefferson County, TN*

#### \*Dougherty Engineering Sustainable Energy Laboratory UTK laboratory renovation (SBC #540/009-48-2010)

*Knoxville, TN*

#### \*Dougherty Engineering Sustainable Energy Laboratory UTK laboratory renovation (SBC #540/009-48-2010)

*Knoxville, TN*

#### \*Old Health Clinic Improvements *Knoxville, TN* UTK clinic renovation (SBC #540/009-05-2012)

#### \*Greve Hall Phase 2 Renovation Dormitory Renovation (SBC #540/009-38-2010)

*Knoxville, TN*

#### \*Cumberland Avenue Space Renovations *Knoxville, TN* Retail Renovation (SBC #540/009-06-2013)



# Michelle Mokry

Assoc. AIA, LEED AP, CDT

## PROJECT MANAGER

Michelle has a comprehensive 14 years' experience with office, HUD multi-family, institutional, government and commercial projects. Project sizes range from small-large renovations, additions, and new construction. In her previous employment she was Project Manager on several UT-Battelle and UCOR projects. Her responsibilities include project management, client relations, project design, construction administration and marketing.



### SELECT RELEVANT EXPERIENCE

#### EDUCATION

University of Tennessee  
Bachelor of Architecture, 2004

#### PROFESSIONAL AFFILIATIONS

American Institute of Architects

National Council of Architectural Registration  
Boards

LEED AP EB OM Legacy

Construction Document Technologist

East Tennessee Industrial Council

*\*Work done while employed at  
Smee+Busby Architects*

Superior Steel Headquarters and Paint Workshop 58,000 SF Fabrication P.E. metal building & 10,000 SF (2) Story Office	Knoxville, TN
Boot Barn New 7,500 SF Retail metal building	Knoxville, TN
Appalachia Springs Fish Hatchery & Camground 20 Acre campground w/ fish hatchery, store, & office	Pigeon Forge, TN
Gatlinburg Skywalk Temporary Restrooms 20 Acre campground w/ fish hatchery and offices	Pigeon Forge, TN
Vintage Alcoa Apartments (8) 3-story building HUD Development	Alcoa, TN
J1 Visa Dormitory Housing (2) 4-story apartment buildings with amenities	Gatlinburg, TN
Riverwalk Commons 21,000 SF 2-story, (2) building multi-use retail development	Pigeon Forge, TN
<i>*Oak Ridge Fire Station #4 Renovation 7,500 SF Complete renovation</i>	<i>Oak Ridge, TN</i>
<i>*Building 4500N. Data Rooms Repurpose UT-Battelle, LLC Contract 40001556</i>	<i>Oak Ridge, TN</i>
<i>*Building 4500N. Non-Historic Window Replacement UT-Battelle, LLC Contract 400015566</i>	<i>Oak Ridge, TN</i>
<i>*Building 4515 and 1505 Roof Replacement UT-Battelle, LLC Contract DE-AC05-0000R2272</i>	<i>Oak Ridge, TN</i>
<i>*Building 3104 Roof Replacement UT-Battelle, LLC Contract 400015566</i>	<i>Oak Ridge, TN</i>
<i>*K-25 History Museum DOE-UCOR Subcontract # SC-14-008636</i>	<i>Oak Ridge, TN</i>
<i>*College of Veterinary Medicine Building Improvements (2) Mechanical/Electrical Upgrades (SBC#540/009-01-2011)</i>	<i>Knoxville, TN</i>





## PATRICK BROWN, PLA, ASLA

President, Landscape Architect

Mr. Brown is a registered landscape architect with over ten years of experience in landscape architectural practice. He has been involved in all project phases from conceptual design and master planning through construction administration for a wide variety of projects including rooftop gardens, urban parks, streetscapes, and public plazas for projects throughout the southeast and midwest.

Patrick excels at coordinating and communicating with other design disciplines and project team members. He loves a good spreadsheet, and frequently prepares project budgets and schedules. Patrick specializes in designing challenging, complex sites and capturing each projects unique sense of place.

The following is a sampling of his project-related experience:

### **Campus Beautification, Volunteer Boulevard Phases 1, 2, 3**

This 3-phase streetscape improvement project on Volunteer Boulevard at The University of Tennessee represents the largest and most intensive upgrading of campus infrastructure to date. On-street parking was replaced with bioswales that filter and treat storm water before it enters the Tennessee River. Other project features include raised mid-block pedestrian crossings for improved pedestrian safety, new roadway and pedestrian lighting with integrated Wi-Fi and security cameras, street furniture, and new plantings.

### **Stokely Hall New Student Housing**

Project landscape architectural features include the east entrance plaza with specialty paving, seating, outdoor dining, and study spaces, the Volunteer Boulevard Plaza terrace with pedestrian gathering spaces and building entrances, south building entry, the west service court area, bicycle parking areas, and sustainable plantings throughout the site

### **Mayor Ralph McGill Plaza - Farragut, TN**

The adaptive reuse of this historic building and site required close coordination between the designers and the client. Project landscape architectural features include master planning, a pervious paver parking lot to handle on-site stormwater, ADA access to the historic building, special event power, planting, and irrigation.

### **Ayres North Slope and West Pedestrian Connector**

Project landscape architectural features include renovation of the existing historic lawn, monumental precast stairs, ADA ramp and improved ADA access to adjacent buildings, seating, study spaces, outdoor dining plaza, and bicycle parking areas.

#### EDUCATION AND TRAINING

- Bachelor of Science in Landscape Architecture, Purdue University

#### REGISTRATIONS

- Professional Landscape Architect: TN
- Professional Landscape Architect: AL

#### PROFESSIONAL AFFILIATIONS

- American Society of Landscape Architects
- Council of Landscape Architectural Registration Boards (CLARB)
- Construction Specifications Institute
- Niswonger Scholar class of 2010

#### CONTACT INFORMATION

Ross/Fowler, P.C.

5103 Kingston Pike

Suite 105

Knoxville, TN 37919

Phone: 865-637-1100

Fax: 865-637-1101

pbrown@rossfowler.com



## AARRON M. GRAY, PE



### RELEVANT EXPERIENCE

#### EDUCATION:

BS, Civil Engineering,  
University of Tennessee,  
1999

#### YEARS WITH FIRM/TOTAL YEARS:

18/22

#### REGISTRATION / CERTIFICATION:

- Professional Engineer:  
TN, No. 108410

#### MEMBERSHIPS:

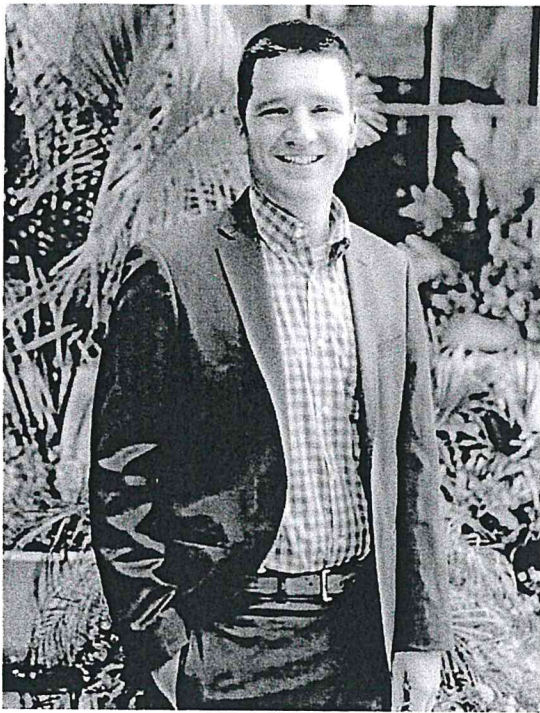
- TSPE, ASCE

Aarron Gray has over twenty-two years of civil site design experience. Mr. Gray's vast civil experience includes industrial, commercial site development, stormwater, flood analysis, residential, recreational, infrastructure development, water, sanitary sewer, underground electrical, gas, and roadway design.

### PREVIOUS EXPERIENCE

- K-25 UPF Fabrication Facility & Warehouse
- Scott County Industrial Park
- Langley Industrial Buildings
- Checkerboard Industrial Buildings
- JD Yarnell Manufacturing Expansion
- CVS Distribution Facility Expansion
- ORNL Craft Resources Support Facility (CRSF)
- ORNL Mission Support Facility (MSF)
- ORNL Research Operations Support Center
- ORNL MaxLab (LEED)
- ORNL Building 7120 Distribution Facility (LEED)
- ORNL Klystron Gap Infill Building & Pumphouse Expansion
- ORAU SC-200 Building Expansion
- Y-12 East End Compressed Air Plant
- ORNL Chestnut Ridge Maintenance Support Facility (LEED)
- ORNL Melton Valley Maintenance Support Facility (LEED)
- ORNL Melton Valley Steam Plant





**BOBBY HAINES, PE, SE**  
*president*

**EDUCATION**

MSCE, GEORGIA INSTITUTE  
OF TECHNOLOGY 2005

BSCE, UNIVERSITY OF TENNESSEE 2003

**REGISTRATIONS**

Registered Professional Engineer  
TN, NC, IL, IN, NJ, WY, LA, UT,  
OH, MI, FL, MO, KY, NY, PA, TX

**MEMBERSHIPS**

AMERICAN CONCRETE INSTITUTE  
(ACI)

AMERICAN SOCIETY OF CIVIL  
ENGINEERS (ASCE)

AMERICAN INSTITUTE OF STEEL  
CONSTRUCTION (AISC)

STRUCTURAL ENGINEERING INSTITUTE  
(SEI)

NATIONAL COUNCIL OF STRUCTURAL  
ENGINEERS ASSOCIATIONS (NCSEA)

**SUMMARY**

Before becoming president of Haines Structural Group in December 2017, Mr. Haines served as the Knoxville Branch Manager for Chad Stewart & Associates for 9 years. He also spent 4 years with a large multi-discipline firm in Jacksonville, Florida working as a design engineer, team leader, and threshold inspector. His experience includes the design and analysis of single and multi-story structures across the United States. He is experienced in the design of commercial, institutional, industrial, and residential buildings composed of structural steel, light gauge metal, aluminum, concrete, masonry, wood, glass, and heavy timber. Mr. Haines is also experienced in the analysis, assessment, and investigation of existing structures and has extensive experience with structural renovations, rehabilitations, and repairs. He has based designs on the International (IBC), Standard (SBC), Florida (FBC), and North Carolina Building (NCSBC) codes.

**EXPERIENCE**

**HAINES STRUCTURAL GROUP  
KNOXVILLE, TN**

President/Senior Structural Engineer 2017-present

**CHAD STEWART & ASSOCIATES  
KNOXVILLE, TN**

Knoxville Division Manager/Senior Structural Engineer 2008-2017

**MCVEIGH AND MANGUM ENGINEERING  
JACKSONVILLE, FL**

Structural Engineer Intern 2005-2008

**REPRESENTATIVE PROJECT EXPERIENCE**

**MIXED USE / RENOVATION**

Farragut Hotel, Knoxville, TN  
Regas Condominiums, Knoxville, TN  
The Daniel, Knoxville, TN  
The Tombras Building, Knoxville, TN

**ENTERTAINMENT & LEISURE**

UT Garden Pavilion  
Knoxville Zoo - Asian Trek & Primate & Gibbons Habitat  
Dollywood Fire Chaser Roller Coaster, Pigeon Forge, TN  
Dollywood Lightning Road, Pigeon Forge, TN  
Suttree Landing Park - Knoxville, TN  
Pat Summit Plaza - University of Tennessee

**HIGHER EDUCATION FACILITIES**

UTIA Vet Medical Teaching Center, University of Tennessee  
Pat Summitt Plaza, University of Tennessee  
Alpha Chi Omega Sorority House, University of Tennessee  
Golf Team Facility, University of Tennessee  
UT Garden Pavilion, University of Tennessee

**INDUSTRIAL FACILITIES**

KUB Engineering Building, Knoxville, TN  
EAKAS Corporation Electroplating Expansion, Peru, IL  
ORNL Melton Valley Maintenance Facility, Oak Ridge, TN  
ORNL 7018 Building, Oak Ridge, TN  
ORNL Research Operations Support Center, Oak Ridge, TN  
ORNL Plant Phenotyping System - Headhouse Addition, Oak Ridge, TN





**CASEY BROWN, PE, SE**  
*structural engineer*

**EDUCATION**

MSCE, UNIVERSITY OF TENNESSEE  
 2013

BSCE, UNIVERSITY OF TENNESSEE  
 2012

**REGISTRATIONS**

Registered Professional Engineer  
 GA, KY AND TN

**MEMBERSHIPS**

AMERICAN SOCIETY OF CIVIL  
 ENGINEERS (ASCE)

STRUCTURAL ENGINEERING INSTITUTE  
 (SEI)

TENNESSEE STRUCTURAL ENGINEERS  
 ASSOCIATION (TNSEA)

**SUMMARY**

Mr. Brown joined Haines Structural Group in 2017 after spending the previous 4 years with a structural engineering firm in Chattanooga, Tennessee as an engineering intern. He has worked on a broad spectrum of project types; including residential, commercial and hospitality. His experience includes design of buildings composed of structural steel, masonry, concrete, wood and light gauge metal.

**EXPERIENCE**

**HAINES STRUCTURAL GROUP**  
 KNOXVILLE, TN  
 Structural Engineer

2017-present

**CHAD STEWART & ASSOCIATES**  
 KNOXVILLE, TN  
 Structural Engineer

2017

**WOODS ENGINEERING**  
 CHATTANOOGA, TN  
 Structural Engineer Intern

2013-2017

**REPRESENTATIVE PROJECT EXPERIENCE**

**EDUCATION FACILITIES**

Webb School, Knoxville, TN  
 Oak Ridge Pre-K, Oak Ridge, TN  
 UT Band and Intramural Facility, Knoxville, TN

**INDUSTRIAL FACILITIES**

ORNL Office Building 6063, Oak Ridge, TN  
 ACWA Distribution Center, Knoxville, TN  
 Cherokee Distributing Center, Knoxville, TN

**COMMERCIAL**

Tyson Jennings Office, Knoxville, TN  
 Retail Center, Maryville, TN  
 Jarvis Vision Center, Murraray, KY

**ENTERTAINMENT & LEISURE**

Dollywood Structural Review, Pigeon Forge, TN

**RESIDENTIAL AND HOSPITALITY**

Holiday Inn, Fayetteville, NC  
 Home 2 by Hilton, Jekyll Island, GA  
 Tru-Homes by Clayton, Knoxville, TN  
 Ridgedale Townhomes II, Knoxville, TN





**JOHN M. KENNY, P.E.**

Bachelor of Science, Mechanical Engineering, Tennessee Technological University

PROFESSIONAL ENGINEER-Tennessee, Virginia, Kentucky, North Carolina, South Carolina, Florida, Georgia, West Virginia, Alabama, Ohio, Arizona, Texas, and NCEES Record Holder

Mr. Kenny is among the most comprehensively experienced mechanical building systems engineers in the region. He has a 31-year career analyzing building energy use, consulting building owners on more than 10,000 facilities. His experience includes the management of over 100 LEED (Leadership in Energy and Environmental Design) Certified projects including multiple projects in the highest (Platinum) achievement level.



■ **Rural Metro Fire Hall, Knoxville, TN:**

Engineer of record responsible for the design of a new 10,000 sf fire hall. The facility consisted of garages for fire trucks, sleeping quarters, a meeting area and a kitchen. The project included radiant heating in truck bays, split system heat pumps for sleeping and office quarters as well as plumbing and sprinkler systems design.

■ **Airport Rescue and Firefighting Facility Renovation – McGhee Tyson International Airport, Knoxville, TN**

Engineer of Record responsible for the HVAC renovation of the MKAA's main hub for firefighting and rescue operations. The goals of the project were controllability of humidity and temperature.

■ **City of Knoxville Fire Hall Renovations, Knoxville, TN:**

Engineer of record responsible for the mechanical design of renovations and upgrades for fire hall facilities within the City of Knoxville, including HVAC, plumbing and sprinkler systems for various locations including:

Fire Station #4	Fire Station #16
Fire Station #5	Fire Station #17
Fire Station #9	Fire Station #19
Fire Station #15	Fire Station #20

■ **Nolichucky Valley Volunteer Fire Department, Washington County, TN:**

Principal Mechanical Engineer for a new construction of a 10,500 sf space for use as a fire hall. Approximately 7,000 sf of the building was used for storage of the fire trucks and other emergency equipment. The remaining 3,500 sf was used for the kitchen, dayroom, offices, conference room, toilets, and bedroom.



- **Madisonville Fire Hall, Madisonville, TN:**  
Principal Mechanical Engineer for a new 2 story 3,880 sf fire hall. The fire hall contained bedrooms, office space, a living and dining room, kitchen, and 2 truck bays as well as upper floor storage and potential meeting space.
- **Lenoir City Municipal Center, Lenoir City, Tennessee**  
Served as the lead mechanical engineer for the project involving approximately 30,000 square feet (Justice Center) and 12,000 square feet (Fire Hall) facilities including fire hall, sleeping quarters, courtrooms, clerk centers, cell areas, judge's chambers, as well as office and administrative areas. The design is currently on hold in the Design Development stage.
- **Pigeon Forge Fire Hall, Pigeon Forge, TN:**  
Commissioning Agent responsible for the commissioning of a new 9,000 sf fire hall. The facility consisted of garages for fire trucks, administrative offices, meeting spaces, and a break room/kitchen. The project included heated in truck bays, split system heat pumps for administrative/office quarters as well as plumbing and sprinkler systems design.
- **Washington County Justice and Detention Centers, Elizabethton, Tennessee**  
Served as the lead mechanical engineer for the project involving approximately 70,000 square feet (Justice Center) and 40,000 square feet (Detention Center/Jail) facilities including courtrooms, clerk centers, minimum and maximum security cell areas, judge's chambers, as well as office and administrative areas. The design incorporated 4 – pipe hydronic systems, fully sprinkled buildings (including security provisions), smoke evacuation and emergency ventilation systems, and plumbing systems suitable for correctional applications.
- **Madison County 911 and Justice Facility, Marshall, North Carolina**  
Served as the lead mechanical engineer for the project involving approximately 30,000 square feet (911 Call Center and Administrative Facilities) and 15,000 square feet (Jail) facilities including minimum and maximum security cell areas, sheriff's offices, kitchen, as well as office and administrative areas. The design incorporated split HVAC systems, fully sprinkled buildings (including security provisions), and plumbing systems suitable for correctional applications.

#### **PROFESSIONAL MEMBERSHIPS:**

State of Tennessee Energy Policy Council – 2017-2023

East Tennessee State University - Tennessee Technological University College of Engineering – Industry  
Advisory Board – 2019 - present

American Council of Engineering Companies of TN – State President 2015-2016

National Society of Professional Engineers

American Society of Heating, Refrigeration, and Air Conditioning Engineers

U.S. Green Building Council – ET Chapter Board Member 2006

NFPA Member

City of Knoxville Building Board of Adjustments and Appeals

City of Knoxville Development Process Advisory Committee

City of Knoxville Green Code Review Committee





**LARRY T. HEADLA, P.E., LEED AP**

Bachelor of Science, Electrical Engineering, University of Tennessee, Knoxville

PROFESSIONAL ENGINEER – Tennessee, Florida, West Virginia, Georgia, Alabama, North Carolina, South Carolina, Virginia, Kentucky, Louisiana, Texas, and Arkansas, NCEES Record Holder

Mr. Headla has over twenty three years of experience in electrical engineering on various types of projects including medical facilities, churches, schools, restaurants, office buildings, mercantile buildings, athletic facilities, and industrial facilities. His work has included construction document design, budget preparation, scheduling, and construction administration. His design experience includes exterior and interior lighting, life safety systems, power distribution, emergency power systems, UPS systems, fire alarm systems, intercom systems, nurse call systems, infrastructure, and data wiring systems.



■ **K-25 Fire Hall, Oak Ridge, TN:**

Electrical Engineer for a renovation of an existing 12,000 sf fire hall in a one story portion of a two story building. This project was an occupied renovation requiring careful planning to minimize interruptions. The project included upgrades to lighting throughout, power distribution to renovated areas and a networked fire alarms system.

■ **Madisonville Fire Hall, Madisonville, TN:**

Electrical Engineer responsible for a new 2 story 3,880 sf fire hall. The fire hall contained bedrooms, office space, a living and dining room, kitchen, and 2 truck bays as well as upper floor storage and potential meeting space. The project included site power and lighting, interior lighting and power distribution and communications infrastructure.

■ **Rural Metro, Knoxville, TN:**

Engineer of record responsible for the design of a new 10,000 sf fire hall. The facility consisted of garages for fire trucks, sleeping quarters, a meeting area and a kitchen. The project included interior and exterior lighting design, normal and emergency power distribution and fire alarm design.

■ **Fire Hall, Soddy Daisy, TN:**

Electrical Engineer for a renovation to a +/- 11,000 sq ft one story building for use as a fire hall. The project included a truck storage bay and attached 2 story living quarters and office space. The electrical design provided for the facility included interior and exterior lighting, power distribution, fire alarm, communications, and an emergency generator.

■ **K-25 ETP Museum and Viewing Tower/Oak Ridge Fire Station, Oak Ridge, TN:**

Electrical Engineer for the renovation of a portion of the Fire Station #4 in the East Tennessee Technology Park for use as a K-25 museum. The history center now occupies 4,500 sf of the 2<sup>nd</sup> floor of the existing station. There is also a new viewing tower adjacent to the demolished uranium



processing facility. The second project included renovations to the K-25 Fire Station concerning approximately 12,000 sf of the 2nd floor. This included bedrooms, office space, ER OPS rooms, a janitor's closet, break room, and vault. The design included interior lighting and controls, power and fire alarm systems modifications.

■ **Sevierville Police Department, Sevierville, TN:**

Engineer of record responsible for the design of a 5,000 sq ft renovation and 8,000 sq ft renovation. This project included expansion of the emergency power system for 911 call center, interior and exterior lighting, power distribution and expansion of the paging and fire alarm systems.

■ **Lenoir City Municipal Center, Lenoir City, Tennessee**

Served as the lead electrical engineer for the project involving approximately 30,000 square feet (Justice Center) and 12,000 square feet (Fire Hall) facilities including fire hall, sleeping quarters, courtrooms, clerk centers, cell areas, judge's chambers, as well as office and administrative areas. The design is currently on hold in the Design Development stage.

■ **McMinn County Justice and Detention Center Expansions, Athens, Tennessee**

Served as the lead electrical engineer for the project involving approximately 30,000 square feet (Justice Center) and 16,000 square feet (Detention Center/Jail) facilities including courtrooms, clerk centers, minimum and maximum security cell areas, judge's chambers, as well as office and administrative areas. The design also required a complete upgrade to the existing facility fire alarm system.

■ **Washington County Justice and Detention Centers, Elizabethton, Tennessee**

Principal Electrical Engineer for a new 70,000 square feet Justice Center and a 45,000 square feet expansion to the existing Detention Center. The Justice Center includes seven courtrooms, offices, conference rooms, clerk areas (open areas with cubicle furniture), security and inmate areas, judge's chambers, and all other amenities. The Detention Center expansion includes new minimum and maximum security cell areas, observation areas, offices, and conference and quarantine areas. The project includes many design and energy saving elements including multi-level security.

■ **Madison County Detention Center, Marshall, North Carolina**

Served as electrical engineer for a 30,000 square feet addition to the 911 Center and offices and a 15,000 square feet jail cell pod addition in Madison County, Tennessee. The project includes conventional split system heat pumps and all electric energy recovery units, security lighting, grilles, security systems, power and emergency power systems with generator, site lighting, communications and fire alarm systems, hot water systems using underground propane storage tank, and a complete kitchen.

**PROFESSIONAL MEMBERSHIPS:**

National Fire Protection Association  
American Consulting Engineers Council  
City of Knoxville Building Codes Appeals Board



# 4. ORGANIZATIONAL APPROACH

Organization Chart

**NOTES:**

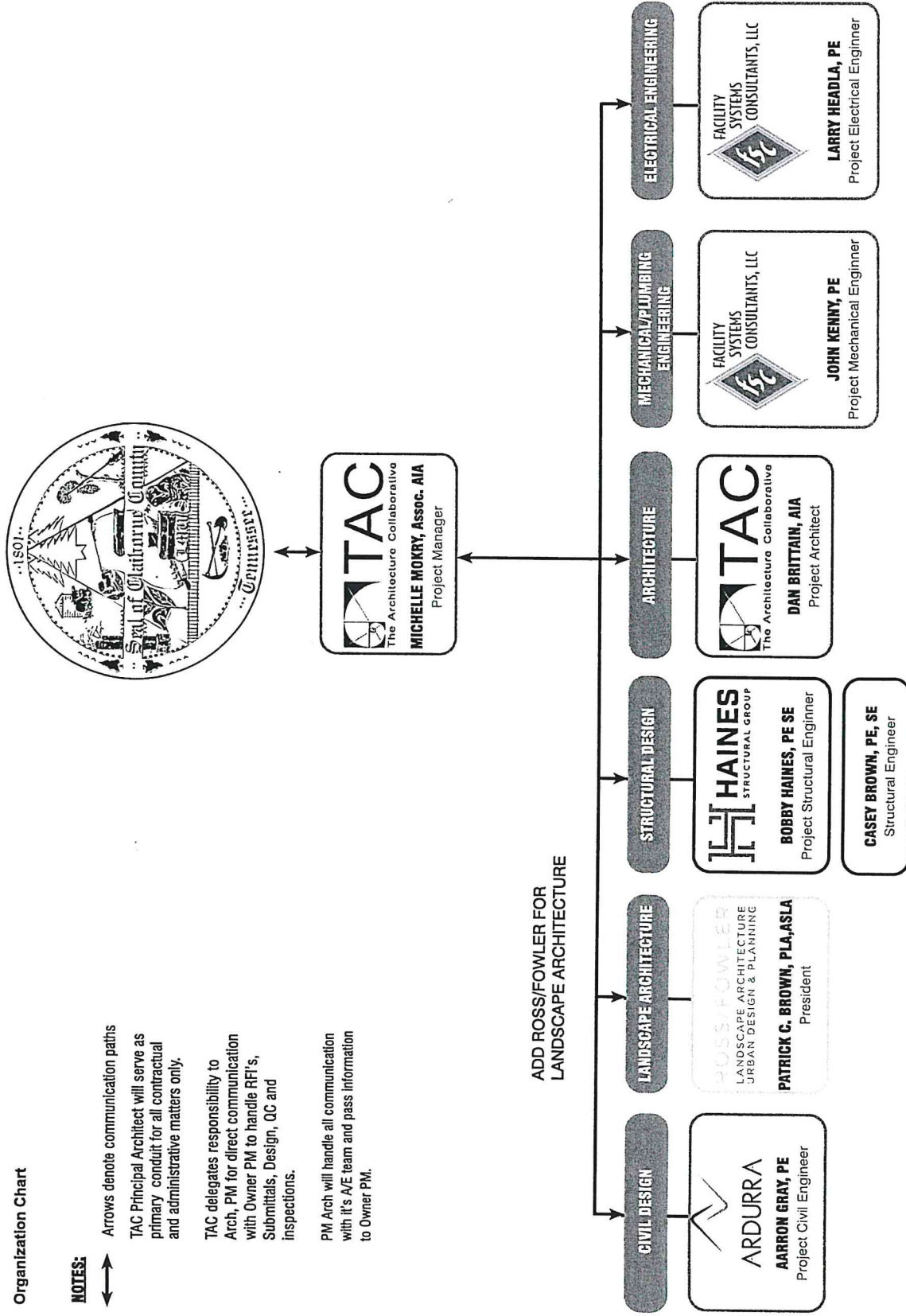


Arrows denote communication paths

TAC Principal Architect will serve as primary conduit for all contractual and administrative matters only.

TAC delegates responsibility to Arch. PM for direct communication with Owner PM to handle RFI's, Submittals, Design, QC and inspections.

PM Arch will handle all communication with it's A/E team and pass information to Owner PM.



ADD ROSS/FOWLER FOR  
LANDSCAPE ARCHITECTURE

## 4. ORGANIZATIONAL APPROACH

### Procedures, Process and Standards

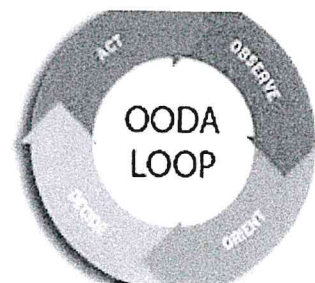
As a small efficient Architecture and Design firm, The Architecture Collaborative is prepared to start immediately on any size and type of project. We work in a highly charged team environment and the management approach is the Golden Rule. Everyone is treated as they wish to be treated themselves. We understand and accept that each and every project is very important. We always put the clients needs at the front of the line! All requests are handled promptly and TAC is prepared to start immediately when all the required information from the client is provided. Our Project Manager will be on hand at all times to coordinate with the the client.

Michelle Mokry & Dan Brittain will spearhead and work together as a collaborative unit, project managing the Claiborne County Office Building from start to finish. All engineering consultant team members are listed in Section 3: Team Members along with resumes of all key personnel. TAC and/or it's staff have previously teamed with all but the landscape architect consultant team members very successfully. Since TAC has been recently formed we have not had the pleasure of working on a project with the very talented Ross/Fowler Landscape Architects. We are looking forward to working on our first project with them! All subcontractors are included in project and scheduling meetings as required. For each Task Order the Project Manager will evaluate the scope of work to be provided by each subcontractor and establish clear lines of communication using the preceding Organization Chart.

The following OODA Loop concepts will govern the A/E process to final approval and final issuance of construction documents:

- Observe the environment
- Orient on the problem or issue
- Develop & decide on courses of action
- Execute or act upon the decision
- Observe the environment for effects, repeat

TAC's philosophy governing project management optimizations include prompt responses to the client for any RFIs and resolutions within 2 business days or faster—the Architect will handle all RFIs and Submittals. The A/E Team will host weekly team meetings and finalizations of notes validated by the client prior to the A/E team



## 4. ORGANIZATIONAL APPROACH

meeting with the client. Once construction begins, the entire A/E team will participate in quality control inspections, with the Architect communicating any issues using the OODA protocol as shown above.

TAC allow's our process and procedures to be flexible based on the size and scope of each project. Smaller immediate jobs sometimes require a more streamlined approach. While larger detail projects do not always move at the same pace. However, regardless of the project size and scope, TAC always implements checks and balances for quality control. Peer reviews of everything that leaves the office is a standard practice. Open communication with the client to ensure the scope is correct, and allowing the client a comfortable time frame for their review is also important.



RESOLUTION NO. 2022- 077

HIGHWAY DEPARTMENT – FUND 131

BUDGET AMENDMENT

WHEREAS, the Claiborne County Highway Department needs additional funds in two line items.

WHEREAS, the following transaction must be approved by Claiborne County Commission:

	Increase	Decrease
131-65000-510 Trustee Commission	\$4,000	
131-66000-513 Workers Compensation	\$3,494	
131-62000-499		\$7,494
TOTALS	\$7,494	\$7,494

BE IT ALSO RESOLVED this resolution shall take effect from and after its passage, the public welfare requiring it.

PASSED AND APPROVED this 16<sup>th</sup> day of May 2022.

\_\_\_\_\_  
COUNTY MAYOR

SHERRY MCCREARY

SPONSOR

ATTEST:

\_\_\_\_\_  
COUNTY CLERK

RESOLUTION NO. 2022- 078

**WHEREAS**, the Sheriff's Department budget (functions 54110 and 54220) have money that needs realigned in order to have sufficient funds in line items thru June 30, 2022.

**WHEREAS**, no new money is being requested from fund balance. There are funds within the line items to suffice.

**THEREFORE**, the transaction on the attached pages needs to be approved by Claiborne County Commission.

**BE IT ALSO RESOLVED** this resolution shall take effect from and after its passage, the public welfare requiring it.

**PASSED AND APPROVED** this 16<sup>th</sup> day of May 2022.

\_\_\_\_\_  
COUNTY MAYOR

KIMBERLY LARGE  
SPONSOR

ATTEST:

\_\_\_\_\_  
COUNTY CLERK

54110	SHERIFF	INCREASES	DECREASE
101-54410-110	LIEUTANTS	\$ 2,000.00	
101-54410-140	SALARY SUPPLEMENTS	\$ 2,400.00	
101-54410-187	OVERTIME	\$ 9,605.00	
101-54110-187-CAMP		\$ 9,000.00	
101-54410-189	OTHER SALARIES	\$ 800.00	
101-54110-204	RETIREMENT	\$ 2,000.00	
101-54110-207	MEDICAL INS		\$ 27,000.00
101-54110-210	UNEMPLOYMENT	\$ 700.00	
101-54110-212	MEDICARE	\$ 200.00	
101-54110-307	COMMUNICATION	\$ 10,500.00	
101-54110-330	OPERATING LEASE	\$ 4,500.00	
101-54110-335	MAINT-BUILDINGS		\$ 5,000.00
101-54110-338	MAINT-VEHICLES	\$ 25,000.00	
101-54110-355	TRAVEL	\$ 3,800.00	
101-54110-425	GASOLINE	\$ 36,000.00	
54220	WORKHOUSE		
54220-121	DATA PROCESSING PERSONNEL	\$ 600.00	
54220-142	MECHANIC	\$ 550.00	
54220-160	GUARDS	\$ -	\$ 105,656.00
54220-161	SECRETARY	\$ 1,576.00	
54220-165	CAFETERIA PERSONNEL		\$ 5,000.00
54220-167	MAINT PERSONNEL	\$ 1,425.00	
54220-201	SOCIAL SECURITY		\$ 2,000.00
54220-204	RETIREMENT		\$ 2,000.00
54220-210	UNEMPLOYMENT	\$ 1,000.00	
54220-212	MEDICARE		\$ 1,000.00
54220-307	COMMUNICATION	\$ 1,000.00	
54220-330	OPERATING LEASE PAYMENTS	\$ 500.00	
54220-335	MAINT-BUILDINGS	\$ 13,000.00	
54220-422	FOOD SUPPLIES		\$ 30,000.00
54220-435	OFFICE SUPPLIES	\$ 1,000.00	
54220-454	WATER/SEWER	\$ 5,000.00	
54220-499	OTHER SUPPLIES	\$ 500.00	
54220-599	OTHER CHARGES-COMMISSARY	\$ 45,000.00	
		\$ 177,656.00	\$ 177,656.00



RESOLUTION NO 2022- 079  
BUDGET AMENDMENT-ALCOHOL GRANT  
SHERIFF'S DEPARTMENT

**WHEREAS**, monies were received from a State Alcohol Grant for limited amounts of overtime and supplies.

**WHEREAS**, monies need to be moved from one line item to another to cover charges on supplies that were approved for purchase from this grant.

**THEREFORE**, the following transaction needs to be approved by the Claiborne County Commission:

101-54110-187-ALCOH	\$1,164.55 (DECREASE)
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101-54220-499-ALCOH	\$1,164.55 (INCREASE)
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**BE IT ALSO RESOLVED** this resolution shall take effect from and after its passage, the public welfare requiring it.

**PASSED AND APPROVED** this 16<sup>th</sup> day of May 2022.

COUNTY MAYOR

KIMBERLY LARGE  
SPONSOR

ATTEST:

COUNTY CLERK

RESOLUTION NO. 2022- 080

BUDGET AMENDMENT

HOME GRANT

**WHEREAS**, Claiborne County participates in the "Home Grant", program provided by the state, for building and repairs for qualifying low-income residents of Claiborne County.

**WHEREAS**, these monies have no local match. The money comes into our account (from the state) and we write a check for that exact amount to the vendor (state contract, not county) with invoices and proper documentation.

**WHEREAS**, more money has been deposited into this line item, than we budgeted and the additional money needs to be budgeted so that it can be expensed.

**THEREFORE**, the following transaction needs approved by the Claiborne County Commission:

	Expense	Revenue
101-58130-791-HOME	\$32,800	
101-46980		\$32,800

**BE IT ALSO RESOLVED** this resolution shall take effect from and after its passage, the public welfare requiring it.

**PASSED AND APPROVED** this 16<sup>th</sup> day of May 2022.

\_\_\_\_\_  
COUNTY MAYOR

\_\_\_\_\_  
STACEY CRAWFORD  
SPONSOR

ATTEST:

\_\_\_\_\_  
COUNTY CLERK

RESOLUTION NO. 2022- 081

GRANT – ICJR GRANT

BUDGET AMENDMENT

WHEREAS, a new grant has been offered to Claiborne County, which will pay for an attorney and a coordinator for the period of 38 months. These individuals will be working with the Family Justice Center in programs for Domestic Violence. This grant begins May 1, 2022 and will end June 30, 2025.

WHEREAS, in order for this grant to be approved and placed in the budget thru June 30, 2022, the following transaction must be approved by Claiborne County Commission:

		Expense	Revenue
101-53600-101-ICJR	Attorney Salary	\$18,276	
101-53600-201-ICJR	Social Security	\$1,134	
101-53600-204-ICJR	Retirement	\$668	
101-53600-212-ICJR	Medicare	\$265	
101-46980	State Grants		\$20,343
TOTALS		\$20,343	\$20,343

**BE IT ALSO RESOLVED** this resolution shall take effect from and after its passage, the public welfare requiring it.

**PASSED AND APPROVED** this 16<sup>th</sup> day of May 2022.

\_\_\_\_\_  
COUNTY MAYOR

\_\_\_\_\_  
CHARLTON VASS  
SPONSOR

ATTEST:

\_\_\_\_\_  
COUNTY CLERK



RESOLUTION NO. 2022- 082

**WHEREAS**, the General Fund (101) has additional monies in some line items and less than enough in others. These line items need to be realigned for expenses incurred thru June 30, 2022.

**THEREFORE**, the transaction on the attached pages needs to be approved by Claiborne County Commission.

**BE IT ALSO RESOLVED** this resolution shall take effect from and after its passage, the public welfare requiring it.

**PASSED AND APPROVED** this 16<sup>th</sup> day of May 2022.

\_\_\_\_\_  
COUNTY MAYOR

\_\_\_\_\_  
MITCHELL COSBY  
SPONSOR

ATTEST:

\_\_\_\_\_  
COUNTY CLERK

FUND 101			
COUNTY COMMISSION		INCREASE	DECREASE
51100-191	BOARD MEMBERS		\$ 1,658.00
51100-204	RETIREMENT	\$ 300.00	
51100-207	MEDICAL INS	\$ 2,100.00	
51100-305	AUDIT	\$ 958.00	
51100-320	DUES & MEMBERSHIP		\$ 1,700.00
		\$ 3,358.00	\$ 3,358.00
COUNTY MAYOR			
51300-307	COMMUNICATION	\$ 6,000.00	
51300-320	DUES & MEMBERSHIP	\$ 2,275.00	
51300-330	OPERATING LEASE		\$ 3,000.00
REGISTER DEEDS			
51600-320	DUES & MEMBERSHIP	\$ 20.00	
51600-337	MAINT & REPAIR - OFFICE		\$ 20.00
COUNTY BUILDINGS			
51800-307	COMMUNICATION	\$ 4,000.00	
51800-415	ELECTRIC		\$ 7,000.00
51800-452	UTILITIES	\$ 1,500.00	
51800-454	WATER & SEWER	\$ 1,500.00	
51800-790	OTHER EQUIPMENT		\$ 12,100.00
ACCOUNTING			
52100-499	OTHER SUPPLIES	\$ 250.00	
52100-599	OTHER CHARGES	\$ 35.00	
PROPERTY ASSESSOR			
52300-317	DATA PROCESSING	\$ 5,727.00	
COUNTY CORONER			
54610-199	PER DIEM	\$ 4,000.00	
HEALTH DEPT			
55110-309	CONTRACTS OTHER GOVT	\$ 805.00	
55110-599	OTHER CHARGES	\$ 255.00	
55110-335	MAINTENANCE-BLDG		\$ 1,060.00

VETERANS SERVICES			
58300-355	TRAVEL	500	
58300-307	COMMUNICATIONS		250
58300-435	OFFICE SUPPLIES		250
OTHER CHARGES			
58400-513	WORKERS COMP INS	12100	
58400-540	TRUSTEES COMMISSION	12000	
	TOTALS	\$ 57,683.00	\$ 28,738.00
39000	UNDESIGNATED		\$ 28,945.00
		\$ 57,683.00	\$ 57,683.00