



## NOTICE

Knoxville-Knox County Planning is soliciting proposals from qualified firms for assistance in developing a new Comprehensive Plan for the City of Knoxville.

Proposals are due January 21<sup>st</sup> by 4:00 pm ET. More detailed instructions are outlined in a later section of this document.

Knoxville-Knox County Planning retains the right to reject any and all proposals and may re-advertise, waive formalities in the request for proposals, or abandon the project.

### Contact Information

Dallas DeArmond  
Knoxville-Knox County Planning  
865-215-3810  
[dallas.dearmond@knoxplanning.org](mailto:dallas.dearmond@knoxplanning.org)

## OVERVIEW

Knoxville-Knox County Planning (Planning) invites firms (Consultant) to submit proposals for the creation of a new comprehensive plan for the City of Knoxville, Tennessee (City). Planning serves as the [agency](#) responsible for long-range planning and administration of subdivision and zoning regulations for the City of Knoxville and the unincorporated areas of Knox County.

The comprehensive plan will act as the leading policy document to inform land use, transportation, and infrastructure decisions in the City, providing a modern and updated long-range vision with corresponding goals, policies, and guidance for implementation and updates through 2050. The planning process should utilize data, trends, projections, and community input to build a roadmap for Knoxville's growth and development over the next 25 years. The plan should identify strategies for the City to grow in a manner that is sustainable and resilient and prioritizes public safety and healthy, connected neighborhoods. It should also include recommendations for addressing future infrastructure challenges and needs, creating a framework that can inform future capital improvement programs.

The comprehensive planning process must build off the strategic planning the City has undertaken over the last few years. Some of these efforts include:

- [Housing Strategy](#)
- [Middle Housing Scan and Code Amendments](#)
- [Key Development Priorities](#)
- [Priority Investment Areas](#)
- [Vision Zero Action Plan](#)



- [Chapman Highway Corridor Study](#)
- [Alcoa Highway Corridor Study](#)
- [KAT Reimagined](#)
- [Energy and Sustainability Work Plan](#)
- [Urban Forest Master Plan](#)
- [Parks and Recreation Plan](#) (*forthcoming*)

More information about the City's strategic development projects and areas can be found [here](#). For more information about plans developed for the City, visit Planning's [website](#).

## **BACKGROUND**

Founded in 1791 where the French Broad and Holston Rivers meet to form the Tennessee River, Knoxville is located in a valley between the Cumberland Plateau and Great Smoky Mountains, enjoying a moderate, four-season climate. Knoxville is the largest city in East Tennessee and third-ranked statewide, with a population of 198,722. It comprises the urban heart of the metropolitan area, and nearly half of the nation's population is within a day's drive.

Knoxville's economy is diverse and resilient, led by industry sectors including education, health care, professional services, and manufacturing. Several employers are global leaders, like Regal Entertainment Group, Clayton Homes, Bush Brothers, Jewelry Television, Pilot Flying J, and Brunswick Boat Group. The region also hosts Oak Ridge National Laboratory - the largest U.S. Department of Energy research facility - and the main campus of the University of Tennessee system, with local enrollment over 40,000 students.

Knoxville has drawn many exciting new amenities in recent years. The City's Urban Wilderness has garnered international attention as a destination for world-class biking, water sports, hiking, climbing, and other outdoor pursuits. Just this year, Covenant Health Park delivered its first pitch as the new home to the Knoxville Smokies, a Double A-affiliate of baseball's Chicago Cubs. The park, a multi-use sports stadium, is also home to professional soccer club, One Knoxville SC.

With such favorable location, economy, and amenities, the past 10 years have witnessed considerable growth in Knoxville, adding 16,000 new residents and marking a noteworthy turnaround from decades of very slow population change. However, that growth has been accompanied by pressure on the local housing market, which has struggled to keep pace with demand. As a result, the community has reported record-high increases in housing prices and rents. Like many other cities, Knoxville is also faced with complex, overlapping challenges related to growth and development that could impact both its livability and long-term resilience if left unaddressed. These include aging infrastructure, a shrinking urban tree canopy, and underutilization of properties along key commercial corridors.



# Planning

KNOXVILLE | KNOX COUNTY

## SCOPE OF SERVICES

The Consultant will perform all necessary tasks for developing a new comprehensive plan and should submit a response outlining their approach to this project. The general scope of work should include development of the following:

- Comprehensive land use and transportation plan that includes development of a vision, a list of goals, and policies to inform implementation action items
- An updated future land use map
- Comprehensive community engagement strategy – including, but not limited to, facilitation services for online and in-person opportunities, open houses, charrettes, interactive workshops, print and web materials, translation services, and assistance with branding
- Framework to inform future Capital Improvement Programs – focused on strategies to address infrastructure challenges and needs to implement the plan
- Roadmap for the adoption process – designed to inform and engage residents, elected and appointed representatives, key stakeholders, and the development community
- Detailed implementation plan and update strategy that includes recommendations to align current zoning code with the new plan and recommendations for future ordinance updates

## EVALUATION CRITERIA

Evaluation of each firm will be based on the following criteria:

### **Project Approach (30 Points)**

- Consultant’s overall approach to the project
- Scope of services including a timeline depicting the expected duration of the process
- Public and stakeholder engagement
- Detailed description of key deliverables

### **Project Team Qualifications (20 Points)**

- Description of firm (and subconsultants) and expertise as it relates to the project scope
- List of project staff, their responsibilities, and resumes highlighting relevant experience

### **Experience with Similar Projects (20 Points)**

- List of at least four (4) projects of similar size and scope
- Include a minimum of three (3) references for projects of similar size and scope

### **Project Management (15 Points)**



- Project schedule and anticipated timeline based on an adoption date of June 2027
- Team's approach to developing and managing the project schedule
- Proposed project manager's experience leading projects of similar complexity and scope

#### **Local Knowledge (15 Points)**

- Demonstrated understanding of the City of Knoxville
- Awareness of opportunities and constraints of this process
- Firm's demonstrated understanding of local conditions and project needs

#### **Submission Requirements**

- Letter of interest
- All necessary materials described above for:
  - Project Approach
  - Project Team Qualifications
  - Experience with Similar Projects
  - Project management
  - Local Knowledge
- References, including names, titles, and contact information for comparable clients

Only submittals conforming with the provisions set forth in this RFP will pass the initial screening. Any submittal failing to satisfy the minimum requirements set forth in this RFP may be rejected without consideration.

The review committee may request in-person interviews and additional information.

#### **Submission Instructions**

- Eight (8) hard copies and one digital copy of the Submittal, including attachments, are required.
- The envelope in which the Submittals are delivered must be clearly labeled on the outside with the Respondent's name and the project identification, "Comprehensive Plan – Response Submittal."
- Submittals must be delivered to the following addressee no later than 4:00 p.m. ET on Wednesday, January 21, 2026.

Knoxville-Knox County Planning  
ATTN: Dallas DeArmond  
400 Main Street, Suite 403  
Knoxville, TN 37902



[Dallas.dearmond@knoxplanning.org](mailto:Dallas.dearmond@knoxplanning.org)

**Late submittals will not be accepted.**

### **Rejection Rights and Cost of Proposal Preparation**

A selected consulting firm shall provide professional services in full accordance with federal, state, and local regulations, policies, and/or standards specific to the project's funding source, where applicable. Knoxville-Knox County Planning reserves the right to reject any or all proposals submitted, to advertise for new proposals, or to accept any submitted proposal deemed to be in the best interest of Planning. Further, all costs incurred by consulting teams in the preparation and submittal of proposals, including interview travel (if held), are not reimbursable by Planning. Additionally, any costs incurred by a selected consultant prior to a notice to proceed are not reimbursable by Planning.

### **Compliance with Laws**

The consulting firm(s) shall conduct all operations under contract in compliance with all applicable laws. The consulting firm(s) shall comply with all state and federal regulations pertaining to minimum wage and fair labor standards. The consulting firm(s) shall not discriminate in hiring or any other practice with respect to gender, race, age, creed, religion, or nationality. Knoxville-Knox County Planning and its officers, officials, agents, and employees shall be indemnified and held harmless for any failure by the consulting firm(s) to comply with any applicable laws, rules, and/or regulations.

### **Addenda and Supplements to RFP**

If it becomes necessary to revise any part of this RFP or if additional information is necessary to enable the respondent to make adequate interpretation of the provisions of this RFP, a supplement to the RFP will be posted on the Planning website.

### **Proposals to be in Effect**

Each proposal shall state it is valid for a period of not less than ninety (90) days from the date of receipt. All proposals shall become the property of Knoxville-Knox County Planning and will not be returned.

### **Inquiries**

Questions about our project or the RFP process are to be submitted in writing (email) prior to December 16, 2025 and answers may be posted to Planning's website. Origin of the questions will not be identified.

Please direct questions via email to Dallas DeArmond at [dallas.dearmond@knoxplanning.org](mailto:dallas.dearmond@knoxplanning.org).