

NOTICE TO CONSULTANTS REGARDING A REQUEST FOR PROPOSAL

March 11, 2019

The City of Columbia, Tennessee, an Equal Opportunity, Affirmative Action Employer, seeks to use local funds to retain the services of a consultant or team of consultants to provide services related to the development of a storm sewer system map.

Project requirements:

1. Locations of system outfalls where municipal storm sewer system discharges into waters of the state, or storm sewer systems owned or operated by another MS4 jurisdiction.
2. The names and locations of waters of the state that receive discharge from those outfalls.
3. System inputs (inlets, catch basins, drop structures, or other defined contributing points to the sewershed of that outfall)
4. Material, condition, size, direction of flow, and non-survey grade elevation data for pipe and enclosed conveyances.
5. Stream sampling that satisfies the requirements of the MS4 permit, specifically rule 5.1 (Option 1) and 5.2. The sampling procedures must also follow those detailed by TDEC. Currently identified impaired waters are listed below.

| Water Listed as Impaired | | |
|---------------------------------|---------------------------------|---|
| <i>Waterbody ID</i> | <i>Impacted Waterbody</i> | <i>Cause</i> |
| TN06040003 027-0100 | UNNAMED TRIB TO LITTLE BIGBY CR | Physical Substrate Habitat Alterations |
| TN06040003 030-0100 | UNNAMED TRIB TO LYTLE CREEK | Loss of biological integrity due to siltation. Physical Substrate Habitat Alterations |
| TN06040003 034-0260 | COLEMAN BRANCH | Loss of biological integrity due to siltation |
| TN06040003 026-1000 | DUCK RIVER | Phosphate, Low Dissolved Oxygen |
| TN06040003 027-1000 | LITTLE BIGBY CREEK | Loss of biological integrity due to siltation |
| TN06040003 030-1000 | LYTLE CREEK | Loss of biological integrity due to siltation |
| TN06040003 034-2000 | RUTHERFORD CREEK | Loss of biological integrity due to siltation |

Additional scope of work may include periodic updates of storm sewer system map from developer provided data.



DEVELOPMENT SERVICES
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The City of Columbia will provide the selected firm current GIS data including:

1. Streets
2. Parcels
3. State assessment of waterbodies
4. 2 foot contours
5. Terrain model from LIDAR, including break lines for streams
6. 4" and 6" aerial photography
7. Construction drawings and plats

Firms may request consideration by submitting an **ELECTRONIC** proposal to **Douglas Toney, PE** – at dtoney@columbiatn.com . All proposals must be received by **3:00 p.m. CDT Friday April 5, 2019**. Please limit proposals to 20 pages.

Evaluation Procedure:

The City will evaluate the submitted proposals, and may choose one firm to interview for the requested proposal.

The factors that will be considered in evaluation of proposals are:

- A. Experience and technical competence of consultant and project staff. (15%)
- B. Familiarity with proposed scope of work and project area. (15%)
- C. Record of success on similar projects and examples of similar work. (25%)
- D. Cost to perform services. (35%)
- E. Client references for similar projects. (10%)

If necessary, the City will create a short-list of consultants for in-person interviews. Criteria for the interview will be provided to the selected firms at the time the short-list is finalized. If this is necessary, the in-person interview score will be averaged with the evaluation criteria above to generate a composite score. The scores from both phases will be weighed equally (e.g. 50/50).

Evaluation proceedings will be conducted within the established guidelines regarding equal employment opportunity and nondiscriminatory action based upon the grounds of race, color, sex, creed or national origin. Interested certified Disadvantaged Business Enterprise (DBE) firms as well as other minority-owned and women-owned firms are encouraged to respond to all advertisements by the City of Columbia. For information on DBE certification, please contact Mr. David Neese at (615)741-3681 or David.Neese@tn.gov. Details and instructions for DBE certification can be found at the following website: www.tn.gov/tdot/civil-rights/small-business-development-program.html