

NOTICE TO CONSULTANT ENGINEERS/PLANNERS REGARDING A REQUEST FOR QUALIFICATIONS

August 30, 2015

The City of Columbia, Tennessee, an Equal Opportunity, Affirmative Action Employer, seeks to use local funds to retain the services of a professional consultant engineering/planning firm or team of firms to provide services related to the Columbia Master Development Plan. The project is to update and consolidate the City of Columbia Transportation Master Plan, Comprehensive Land Use Plan, and the Parks and Greenways Plan. A detailed Request for Qualification may be obtained by contacting the Development Services Department at (931) 560-1560.

Firms may request consideration by submitting **5 Sets** of statements of qualifications to **Glenn Harper – City Engineer at 700 North Garden Street – Columbia, TN 38401**. All statements of qualifications must be received by the Engineer's Office on or before **3:00 p.m. CST Friday October 2, 2015**. The qualifications shall indicate the scope of services to be completed by any sub-consultants.

The City will evaluate the current prequalification statements on file for those submitting qualifications and choose several firms who would make viable candidates from which to invite proposals and/or presentations. The factors that will be considered in evaluation of proposals are:

- A. Experience and technical competence of Consultant and project staff.
- B. Familiarity with proposed scope of work and project area.
- C. Record of Success on similar projects, examples of similar work.
- D. Client references for similar projects.

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. Ross Webb at (615)741-3681 or Ross.H.Webb@state.tn.us. Details and instructions for DBE certification can be found at the following website: <http://www.tdot.state.tn.us/civil-rights/smallbusiness/>.