



210 SOUTH CHURCH STREET
MOUNTAIN CITY, TENNESSEE 37683
TELEPHONE (423) 727-8005 • FAX (423) 727-2925
www.mountaincitytn.org

REQUEST FOR QUALIFICATIONS

The Town of Mountain City is seeking Qualifications for Engineering Services – Asset Management Plan. Requirements are focused on experience in the development of an Asset Management Plan encompassing the water and wastewater systems. Qualifications must be received by the City Recorder at the Town of Mountain City, 210 S Church Street, Mountain City, Tennessee, 37683, by **May 22, 2024, at 4 p.m.** Electronic or printed Statement of Qualifications are accepted.

The successful firm must comply with grant-related rules, regulations, and requirements as applicable. An Asset Management Plan is being requested to adhere to Tennessee Department of Environment and Conservation (TDEC) guidance related to the American Rescue Plan (ARP) grant funding. The Asset Management Plan will need to be completed by July 2026.

ENGINEERING SERVICES

Components of the Asset Management Plan include, but are not limited to:

- Current State of Assets – Inventory and Condition Assessment
- Level of Service
- Critical Assets
- Minimizing Life Cycle Costs – Capital Improvement Plan
- Long-Term Funding Plan – Rate Evaluation
- Meter Testing and Changeout Program
- IT Infrastructure
- Work Order System

Background

The Town of Mountain City (the Town) has an approximate population of 2,500 and lies within Johnson County having a population of approximately 20,000. The Town operates a 3.0 MGD wastewater treatment plant, a collection system that includes approximately 27 miles of gravity sewer, 15 miles of sewer force main and 10 lift stations which serve the Town and the Northeast Correctional Complex. The Town operates three water treatment plants, 14 booster pumping stations, 13 water storage tanks and approximately 187 miles

of waterlines serving 4,000 customers and 1,800 inmates and staff at the Northeast Correctional Complex.

ENGINEERING SERVICES DESCRIPTION

The Town has an immediate need for the development of an Asset Management Plan that is a requirement to receive America Rescue Plan funding managed by the Tennessee Department of Environment and Conservation (TDEC). TDEC has provided guidance for the preparation of the Asset Management Plan. The firm must be familiar with and prepare the plan in conformance with TDEC requirements.

Respondents will be evaluated based on written materials submitted according to the factors listed below. Therefore, the Statement of Qualification submitted should include information documenting:

- Specialized/technical experience of the firm regarding creation of Asset Management Plans components – 40 Points
 - Capacity of the firm to complete the Asset Management Plan within the grant timeline, taking into consideration the firm’s current and planned workload – 30 Points
 - Firm’s familiarity with a similar community’s needs – 20 Points
 - Firm’s project completion background and references – 10 Points
- Maximum Total Points – 100

INSTRUCTIONS

Responses to this Request for Qualifications must be submitted via mail or email to Audra Gerty, City Recorder prior to **May 22, 2024, at 4 p.m.:**

Audra Gerty, City Recorder
210 S. Church Street
Mountain City, TN 37683
agerty@mountaincitytn.org

Please state, “TDEC ARP ASSET MANAGEMENT PLAN” on envelope or subject line upon submission. The required supplemental conditions issued by TDEC must be included in the response.

The Town of Mountain City is an Equal Opportunity Provider and Employer. All qualified organizations, including minority- and women-owned businesses are encouraged to participated.

If you have any questions regarding this Request for Qualifications, please contact Audra Gerty, City Recorder at 423-727-2916.