

CASE SUMMARY

APPLICATION TYPE: OTHER BUSINESS

KNOXVILLE-KNOX COUNTY

M P C
METROPOLITAN
P L A N N I N G
C O M M I S S I O N

T E N N E S S E E

Suite 403 • City County Building
4 0 0 M a i n S t r e e t
Knoxville, Tennessee 37902
8 6 5 • 2 1 5 • 2 5 0 0
F A X • 2 1 5 • 2 0 6 8
w w w • k n o x m p c • o r g

File Number: 11-B-17-OB

Related File Number:

Application Filed: 10/31/2017

Date of Revision:

Applicant: MPC

PROPERTY INFORMATION

General Location:

Other Parcel Info.:

Tax ID Number: 999 999

Jurisdiction:

Size of Tract:

Accessibility:

GENERAL LAND USE INFORMATION

Existing Land Use:

Surrounding Land Use:

Proposed Use:

Density:

Sector Plan:

Sector Plan Designation:

Growth Policy Plan:

Neighborhood Context:

ADDRESS/RIGHT-OF-WAY INFORMATION (where applicable)

Street:

Location:

Proposed Street Name:

Department-Utility Report:

Reason: Consultant selection policy for projects funded in whole or part by the Federal Highway Administration or the Tennessee Department of Transportation

ZONING INFORMATION (where applicable)

Current Zoning:

Former Zoning:

Requested Zoning:

Previous Requests:

Extension of Zone:

History of Zoning:

PLAN INFORMATION (where applicable)

Current Plan Category:

Requested Plan Category:

SUBDIVISION INFORMATION (where applicable)

Subdivision Name:

No. of Lots Proposed:

No. of Lots Approved: 0

Variances Requested:

S/D Name Change:

OTHER INFORMATION (where applicable)

Other Bus./Ord. Amend.: Consultant selection policy for projects funded in whole or part by the Federal Highway Administration or the Tennessee Department of Transportation

MPC ACTION AND DISPOSITION

Planner In Charge:

Mike Conger

Staff Recomm. (Abbr.):

Adoption of the Consultant Selection Policy is requested by MPC staff.

Staff Recomm. (Full):

Adoption of Consultant Selection Policy for Projects Funded in Whole or in Part with Funds Provided by the Federal Highway Administration or the Tennessee Department of Transportation. Adoption of the Consultant Selection Policy is requested by MPC staff.

Comments:

The MPC staff will be conducting a consultant selection process to award federal Surface Transportation Block Grant (STBG) funds for consulting services to perform a transportation corridor study for the portion of Chapman Highway within the Knoxville City Limits. TDOT has oversight of the federal STBG funds that will be used for this project and therefore the MPC must adhere to its procedures to ensure that federal regulations, rules, policies and standards are met. This includes having the Planning Commission formally adopt the policies set forth to ensure an appropriate and fair process is conducted to select a qualified consultant for services that are desired to be contracted for. Attached is the local version of the TDOT consultant selection policy that designates the parameters that the MPC will follow in conducting consultant selection based on Planning Commission approval. The policy specifies the procurement methods, types of contracts, the use of a consultant evaluation committee, the requirement that a consultant be on TDOT's prequalified list for the type of service to be performed and other requirements. One feature of the policy to highlight is the two-phase evaluation process that begins with a request for qualifications (RFQ) and letters of interest (LOI) that are first evaluated in order to determine a shortlist (usually 3 firms) that are then requested to provide a full proposal for the second phase of evaluation. This process should save time and effort for both the responding consultants as well as the reviewing agencies involved in the evaluation process.

Action:

Approved

Meeting Date: 11/9/2017

Details of Action:

Summary of Action:

Adoption of the Consultant Selection Policy is requested by MPC staff.

Date of Approval:

11/9/2017

Date of Denial:

Postponements:

Date of Withdrawal:

Withdrawn prior to publication?: Action Appealed?:

LEGISLATIVE ACTION AND DISPOSITION

Legislative Body:

MPC

Date of Legislative Action:

Date of Legislative Action, Second Reading:

Ordinance Number:

Other Ordinance Number References:

Disposition of Case:

Disposition of Case, Second Reading:

If "Other":

If "Other":

Amendments:

Amendments:

Date of Legislative Appeal:

Effective Date of Ordinance: