

CITY OF CROSSVILLE TN

RECOMMENDED ACTION STEPS & DUE DATES FOR CONTRACTING WASTEWATER SYSTEM OPERATIONS

	ACTION	DUE DATE
1	City Council determines course of action	Feb. 28 2014
2	Appoint selection committee	March 1, 2014
3	Selection Committee develops Scope of Services	March 31, 2014
4	Develop RFQ or RFCSPs	April 30, 2014
5	Develop Ad and Advertise	May 2014
6	Evaluate and short list submittals	June 30, 2014
7	Conduct site visits for short listed firms	Early July 2014
8	Interview short listed firms	Mid to late July 2014
9	Rank firms and make selection	August 1, 2014
10	Negotiate a contract	September 30, 2014
11	Begin operations	November 1, 2014