



STATE OF TENNESSEE  
DEPARTMENT OF ECONOMIC AND COMMUNITY DEVELOPMENT

REQUEST FOR INFORMATION  
FOR  
WEST TENNESSEE COMMUNITY PLANNING SERVICES

RFI # 33007-46022

**1. STATEMENT OF PURPOSE:**

The State of Tennessee, Tennessee Department of Economic and Community Development ("the State") issues this Request for Information ("RFI") for the purpose of understanding planning needs and options for communities impacted by the Blue Oval City development. Sample plans that potential contractors have developed in the past will help guide TNECD's development of an RFP for planning services. Information on the time to develop plans, the cost of developing the plans, and the staffing needed will help TNECD in developing the RFP. We appreciate your input and participation in this process.

**2. BACKGROUND:**

In September of 2021, the Tennessee Department of Economic and Community Development with Ford and SK Innovation, announced the Blue Oval City project that will result in the creation of approximately 5,800 jobs on the Memphis Regional Megasite. This will also result in other job creation projects in the surrounding communities through suppliers to Ford and SK Innovation. As a result of the project, the communities in West Tennessee will see unprecedented growth and development. The communities need planning assistance to ensure they are prepared for this growth. Planning assistance includes understanding population projections (10-20 years+), needs for water and sewer utility expansion, regional water and/or sewer development opportunities and strategies, roads and transportation development needs and plans, housing availability and projected growth needs (considering infrastructure availability), future land use plans, rail development, and/or development of engineering studies/reports as it relates to the project infrastructure needs.

**The State is looking to ensure west Tennessee communities have access to create comprehensive plans for future expected and projected community development needs.**

This RFI is intended to identify solutions to assist communities in developing such plans. For purposes of this RFI, a community may be a county, city, or multiple combined governmental entities across region for comprehensive planning purposes.

Please note that each community will have different needs and will require plans uniquely tailored to their needs. For example, certain communities may have plans in place that need implementation strategies; certain communities may have not started any kind of planning process; certain communities may only need a portion of the planning services (for example: they may already have developed water and sewer plans but need to plan road development or to understand their housing needs). The need varies from community to community, and the State's intention with this RFI is to create access to planning services that will fit each community's need.

Plans should include the following: existing conditions; data on needs and impacts expected; and implementation strategies including financing options to help the communities complete the plans.

- **Existing conditions** should be an accurate description of the community's current status and may include charts, maps, and graphs.
- **Needs and impacts** should include information on the expected impacts of the Blue Oval City development to the area of study and needs that the community must address.
- **Implementation strategies** should be an action plan and contain specific, achievable, measurable steps that should be taken to address the impacts or meet the community's expected/projected growth needs. Implementation strategies should identify the who, what, when, how, and how much necessary to accomplish the goals or complete infrastructure delivery.

Implementation strategies should include potential funding resources. This section of the plan will serve as a community's work plan and will assist the community in allocating resources (money and personnel) to carry out the goals and objectives of the plan.

This RFI is intended to assist TNECD in developing a solicitation for planning services with the following information: sample plans and information on how the plans were developed; the costs of the plans and the staffing resources needed, the types of plans most needed by the communities to ensure that the most needed plans are available to the communities; and suggestions on how to prioritize needs and communities selected to receive plans.

#### **Project Goals from the State:**

- **Goal 1:** Create access to planning services for the communities most impacted by the Blue Oval City development.
- **Goal 2:** Develop a region-wide summary of community infrastructure needs with weight to the most critical components for each community, beginning with those closest to Blue Oval City and expanding regionally.
- **Goal 3:** Create plans (as requested by communities) for counties / cities / or regions. Plans could include future population projections (10-20 years+), needs for water and sewer utility expansion, regional water and/or sewer development, roads and transportation expansion, housing

availability and projected growth needs, future land use plans, rail development, and/or other community infrastructure and utility needs.

- **Goal 4:** Complete needed engineering studies or engineering reports as it relates to understanding or scoping community needs for future infrastructure growth for selected communities.

**3. COMMUNICATIONS:**

3.1. Please submit your response to this RFI to:

Garrett Guillory  
Department of Economic and Community Development  
Tennessee Tower, 27<sup>th</sup> Floor  
312 Rosa L. Parks Ave.  
Nashville, Tennessee 37243  
615-532-6346

3.2. Please feel free to contact the Department of Economic and Community Development with any questions regarding this RFI. The main point of contact will be:

Garrett Guillory  
Department of Economic and Community Development  
Tennessee Tower, 27<sup>th</sup> Floor  
312 Rosa L. Parks Ave.  
Nashville, Tennessee 37243  
615-532-6346

3.3. Please reference RFI # 33007-46022 with all communications to this RFI.

**4. RFI SCHEDULE OF EVENTS:**

EVENT		TIME (Central Time Zone)	DATE (all dates are State business days)
1.	RFI Issued		May 25, 2022
2.	RFI Response Deadline	2 PM	June 15, 2022

**5. GENERAL INFORMATION:**

5.1. Please note that responding to this RFI is not a prerequisite for responding to any future solicitations related to this project and a response to this RFI will not create any contract rights. Responses to this RFI will become property of the State.

5.2. The information gathered during this RFI is part of an ongoing procurement. In order to prevent an unfair advantage among potential respondents, the RFI responses will not be available until after the completion of evaluation of any responses, proposals, or bids resulting from a Request for Qualifications, Request for Proposals, Invitation to Bid or other procurement method. In the event that the state chooses not to go further in the procurement process and responses are never evaluated, the responses to the procurement including the responses to the RFI, will be considered confidential by the State.

5.3. The State will not pay for any costs associated with responding to this RFI.

**6. INFORMATIONAL FORMS:**

The State is requesting the following information from all interested parties. Please fill out the following forms:

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**TECHNICAL INFORMATIONAL FORM**

1. RESPONDENT LEGAL ENTITY NAME:

2. RESPONDENT CONTACT PERSON:

Name, Title:

Address:

Phone Number:

Email:

3. BRIEF DESCRIPTION OF EXPERIENCE PROVIDING SIMILAR SCOPE OF SERVICES/PRODUCTS

Please provide a summary statement regarding how your solution can help the State achieve Goal 1 articulated within Section 2. Background.

Please provide a summary statement regarding how your solution can help the State achieve Goal 2 articulated within Section 2. Background.

Please provide a summary statement regarding how your solution can help the State achieve Goal 3 articulated within Section 2. Background.

Please provide a summary statement regarding how your solution can help the State achieve Goal 4 articulated within Section 2. Background.

Please provide sample plans or templates of one or more of the community plans listed in Section 2. Background (population projections, water, sewer, transportation/roads, housing, land use, rail).

Please provide information on the scope of a comprehensive plan for regional infrastructure development. Include items that need to be studied, the steps needed to develop a plan, how community input can be gathered, staffing needs, the time commitment to develop a plan.

Please provide examples of additional areas of planning that may be needed based on your experience with similar projects (power, solid waste, schools, etc.) and what plans should be prioritized for the communities.

Please provide sample engineering plans for infrastructure development. Describe staffing needed for the development of these plans (professional engineers, community planners, etc.) and the staffing and time commitments for a plan for a small community and for a large region (4 or more local government entities that would like to work together on a regional water or sewer system).

Please provide recommendations for how to select communities to participate in the program and how to prioritize needs based on impacts from the Blue Oval City development.

Please provide sample implementation plan(s) that include financing options / potential funding

sources.

### **COST INFORMATIONAL FORM**

1. Describe what pricing units you typically utilize for similar services or goods (e.g., per hour, each, etc).
2. Describe the cost structure you typically utilize for similar services across multiple years.
3. Describe the typical price range for similar services or goods.
4. Provide costs for each plan:
  - Population projection
  - Water system needs assessment and plan
  - Sewer System needs assessment and plan
  - Regional water system development
  - Regional sewer system development
  - Transportation and road plan
  - Housing development plan
  - Land use plan
  - Rail development plan
  - Engineering plan for water or sewer development plan implementation (for individual communities, for small regions (up to 3 local government units) and for large regions (4 or more local government units)).

### **ADDITIONAL CONSIDERATIONS**

1. Please provide input on alternative approaches or additional things to consider that might benefit the State: