

**DESIGN-BUILD PROJECT**  
**REQUEST FOR QUALIFICATIONS (RFQ)**

**TENNESSEE DEPARTMENT OF TRANSPORTATION**

**I-40**  
**Resurfacing and Rehabilitation**  
**from Levee Road Overhead to**  
**Hollywood Street Overhead**  
**Shelby County**  
**Tennessee**

**Project Federal Number: 79I040-S1-011**  
**Contract Number: DB2501**



**October 29, 2024**

**ADVERTISEMENT DATE**

**REQUEST FOR QUALIFICATIONS SUBMITTAL PACKAGE**

**STATEMENTS OF QUALIFICATIONS DUE: ([December 13, 2024](#))**

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*PIN 130352.00*

*I-40 Resurfacing and Rehabilitation from Levee Road Overhead  
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# REQUEST FOR QUALIFICATIONS (RFQ)

## A. INTRODUCTION

The Tennessee Department of Transportation (TDOT) is soliciting a Request for Qualifications (“RFQs”) submittal package, including Statements of Qualifications (“SOQs”) from entities (“Design-Builders”) interested in submitting proposals for the

**I-40 From Levee Road Overhead to Hollywood Street Overhead Shelby County** Design-Build Project (the “Project”). The Project will be funded with Transportation Modernization Act (TMA) dollars, thereby requiring that the Design-Builders adhere to all pertinent state, federal, and local requirements.

### 1. PROCUREMENT PROCESS

TDOT will use a two-phase procurement process to select a Design-Builder to deliver the Project. This RFQ is issued as part of the first phase to solicit information in the form of a SOQ package. TDOT will evaluate the submittal to determine which Design-Builders are the most qualified to successfully deliver the Project. TDOT will short-list the most qualified Design-Builders. It is not the intention of TDOT to receive project specific design or engineering recommendations in response to this RFQ. Design-Builders should limit their submittals to the information required by this RFQ.

In the second phase, TDOT will issue a Request for Proposals (“RFP”) for the Project to the short-listed Design-Builders. Only the short-listed Design-Builders will be eligible to submit proposals for the Project. TDOT will award a Design-Build contract for the Project to the Design-Builder offering the best submittal, to be determined as described in the RFP.

### 2. PROJECT GOALS

The following goals have been established for the Project:

- (a) Minimize inconvenience to the public during construction.
- (b) Provide a management system or approach that ensures the requirements of the Project will be met or exceeded.
- (c) Provide a high-quality project that minimizes future maintenance.
- (d) Provide a solution consistent with TDOT Roadway Design Standards.
- (e) Adhere to local, state, and federal environmental regulations and/or permits that are required in executing and/or completing the Project.
- (f) Incorporate best management practices to control sediment, storm water runoff/discharge, or other environmental parameters that are established for the Project.
- (g) Implement innovative solutions to maximize the return on taxpayer investment by reducing costs or improving quality of the transportation system.
- (h) Complete construction as quickly as possible.
- (i) Provide a visually pleasing finished product.

### 3. DESIGN-BUILDER INFORMATION

To allow receipt of any addenda or other information regarding this RFQ, each Design-Builder is solely responsible for ensuring that TDOT's Design-Build Program Manager, as described in **Section A.4**, has the contact person's name and e-mail address. If an entity intends to submit a proposal as part of a team, the entire team is required to submit a single SOQ package as a single Design-Builder.

### 4. TDOT DESIGN-BUILD PROGRAM MANAGEMENT; COMMUNICATIONS

Christian Canady is the Alternative Delivery Project Manager 3. As the Design-Build Project Manager, Mr. Canady is TDOT's contact person and addressee for receiving all communications regarding the Project. These inquiries will be advisory only. **All inquiries and questions** regarding the Project, and the procurement thereof, must be made in accordance with **Section A.5**.

|           |   |
|-----------|---|
| Mail:     | Mr. Christian Canady, P.E.  |
| Delivery: | Alternative Delivery Division<br>Tennessee Department of Transportation<br>300 Benchmark Place<br>Jackson, TN 38301 |
| E-mail:   | Christian.Canady@tn.gov   |

During the Project procurement process, commencing with issuance of this RFQ and continuing until award of a contract for the Project (or cancellation of the procurement), no employee, member, or agent of any Design-Builder shall have ex parte communications regarding this procurement with any member of TDOT or the Federal Highway Administration (FHWA), their advisors, or any of their contractors or consultants involved with the procurement, except for communications expressly permitted by this RFQ (or subsequent to issuance of the RFP, except for communications expressly permitted by the RFP). **To ensure that information is distributed equitably to all Design-Builders, Design-Builders (or any member of their team) shall not request information from other TDOT Divisions. Any Design-Builder engaging in such prohibited communications may be disqualified at the sole discretion of TDOT.**

### 5. QUESTIONS AND CLARIFICATIONS; ADDENDA

Questions and requests for clarification regarding this RFQ must be submitted by e-mail on **Form D** to TDOT's Design-Build Program Manager, as described in **Section A.4**. Questions will NOT be formally accepted by telephone and information received in this matter will be advisory only. Only e-mail inquiries to this office will be accepted. To be considered, all questions and requests must be **received by no later than date and time stated in Section B.3**.

TDOT reserves the right to revise this RFQ at any time before the SOQ package due date. Such revisions, if any, will be announced by addenda to this RFQ by email notification to the individuals email address provided with the RFQ request **no later than date and time stated in Section B.3**.

TDOT will use the following guidelines when responding to questions and requests for clarification and issuing addenda:

- (a) Questions and requests for clarification will be posted to TDOT's project website at <https://www.tn.gov/tdot/alternative-delivery/design-build.html> as soon as they are received. Design-Builder's names will not be identified.
- (b) For tracking purposes, TDOT will only answer questions, provide additional information, and clarify requests of unclear information by posting responses on TDOT's Design-Build website, <https://www.tn.gov/tdot/alternative-delivery/design-build.html> **no later than date and time stated in Section B.3.**

## **B. PROJECT INFORMATION**

### **1. PROJECT DESCRIPTION; SCOPE OF WORK**

The anticipated project description and scope of work is noted below. A future RFP will provide the detailed scope of work. The proposed I-40 Shelby County project (PIN 130352.00), which stretches from the Levee Road overpass to the interchange with Hollywood Street, will replace the existing concrete pavement with an asphalt surface. The project is approximately 2.85 miles in length. The project scope consists of rubblizing and/or crack & seating existing concrete pavement, then covering it with an asphalt overlay. The condition of the current concrete pavement, which opened to interstate traffic over 40 years ago, has deteriorated due to Alkali Silica Reactivity (ASR), a chemical reaction in the concrete that causes distress, faulting, and pop-outs. The project mainline includes 12 ramp connections, 10 mainline bridges, and several overhead signs. Bridge repairs will be limited to I-40 mainline bridges and not overpass bridges. Project horizontal and vertical designs should match existing; no major widening anticipated. Existing vertical bridge clearances should remain the same. Work may also include interchange lighting, improvements to interstate ramps within the project limits, and bridge repairs to enhance traffic movement and flow, improve safety, and increase capacity. Current available project information can be found on TDOT's Design-Build website:

- <https://www.tn.gov/tdot/alternative-delivery/design-build.html>

**TDOT will include the environmental decision document within the RFP. The proposed environmental document is a D List Categorical Exclusion.**

### **2. MAXIMUM TIME ALLOWED**

The completion date will be a factor in the RFP selection process. The project must be complete on or before **July 31, 2027**

### 3. PROJECT SCHEDULE

The SOQ package due date stated below applies to this RFQ. Subject to revision by the RFP and addenda to this RFQ, TDOT anticipates the following additional Project milestone dates. All dates are approximate and subject to change by the Department. TDOT will make an effort to contact by email notification (to the individual's email address provided with the RFQ request) any changes; however, the Design-Builder shall consult the Design-Build website for the current project schedule:

<https://www.tn.gov/tdot/alternative-delivery/design-build.html>

|   |   |
|---|---|
| <b>Advertise RFQ</b>                                | <b>October 29, 2024</b>                             |
| <b>Deadline for Submittal of Questions</b>          | <b>November 15, 2024<br/>4:00 p.m. Central Time</b> |
| <b>Deadline for TDOT Posting Answers to Website</b> | <b>November 22, 2024<br/>4:00 p.m. Central Time</b> |
| <b>SOQ Package Due Date</b>                         | <b>December 13, 2024<br/>4:00 p.m. Central Time</b> |
| <b>Evaluation of SOQ Package complete</b>           | <b>December 13, 2024 thru<br/>January 17, 2025</b>  |
| <b>Notify Short-Listed Design-Builders</b>          | <b>January 17, 2024</b>                             |

### 4. MAJOR PARTICIPANT

As used herein, the term "Major Participant" means any of the following entities:

- (a) All general partners or joint venture members of the Design-Builder;
- (b) all individuals, persons, proprietorships, partnerships, limited liability partnerships, corporations, professional corporations, limited liability companies, business associations, or other legal entity, however organized, holding (directly or indirectly) a **twenty percent (20%)** or greater interest in the Design-Builder; and
- (c) the lead engineering/design firm(s).

Within the SOQ, the Design-Builder must list and certify estimated percentages of each Major Participant.

### 5. PREQUALIFICATION

Each prospective construction firm participating with a Design-Builder is required to file a document entitled "Prequalification Questionnaire." This submittal is required by the State of Tennessee, Department of Transportation under the provisions of Tennessee Code Annotated Section 54-5-117 and Tennessee Department of Transportation Rule 1680-05-03, Prequalification.

- (a) Prospective Design-Builders who wish to submit a SOQ package to the Department must be listed as prequalified by the Construction Division at <https://www.tn.gov/tdot/tdot-construction-division/construction-contractor-prequalification.html> by **4:00 PM, Central Time** on the due date for the SOQ package.
- (b) Any Major Participant seeking to be approved under this RFQ solicitation must also be qualified within their discipline or service type either by the Design Division <https://www.tn.gov/tdot/tdot-construction-division.html> or the Construction Division, as applicable, for each branch office participating on this Project by **4:00 PM, Central Time** on the due date of the SOQ package.
- (c) In addition to the Design-Builder and all Major Participants, the Design-Builder must identify the Utility Coordination firm they plan to utilize in the RFP for Level “2” personnel. Any utility coordination firm seeking to be approved under this RFQ solicitation must be identified within this RFQ and be qualified within their discipline or service type by the Design Division (see the following website for additional information <https://www.tn.gov/tdot/business-redirect/consultantinfo.html>) for each branch office participating on this Project by **4:00 PM, Central Time** on the due date of the SOQ package.

## 6. CHANGES TO ORGANIZATIONAL STRUCTURE

Key Personnel or Major Participants identified in the SOQ may not be removed, replaced, or added without the written approval of TDOT. TDOT may revoke an awarded contract and hold the Design-Builder in breach of contract if any Key Personnel or Major Participant identified in the SOQ is removed, replaced, or added to without TDOT’s written approval.

To qualify for TDOT’s approval, the written request must document that the proposed removal, replacement, or addition will be equal to or better than the Key Personnel or Major Participant provided in the SOQ and why the replacement is necessary. TDOT will use the criteria specified in this RFQ, and the qualifications submitted by the Design-Builder in the SOQ, to evaluate all requests. Requests for removals, replacements, and additions must be submitted in writing to TDOT’s Design-Build Program Manager as described in **Section A.4.**

## 7. EQUAL EMPLOYMENT OPPORTUNITY

The Design-Builder will be required to follow Federal Equal Employment Opportunity (EEO) policies.

TDOT will affirmatively assure that on any project constructed pursuant to this advertisement, equal employment opportunity will be offered to all persons without regard to race, color, creed, religion, national origin, sex, and marital status, status with regard to public assistance, membership or activity in a local commission, disability, or age.

## 8. DISADVANTAGED BUSINESS ENTERPRISES

It is the policy of TDOT that Disadvantaged Business Enterprises (DBEs), as defined in 49 CFR Part 26, and other small businesses shall have the opportunity to compete fairly in contracts financed in whole or in part with public funds. Consistent with this policy, TDOT will not allow any person or business to be excluded from participation in, denied



the benefits of, or otherwise be discriminated against in connection with the award and performance of any U.S. Department of Transportation (DOT) assisted contract because of sex, race, religion, or national origin. TDOT has established a DBE program in accordance with regulations of the DOT, 49 CFR Part 26. In this regard, the contractor will take all necessary and reasonable steps in accordance with 49 CFR Part 26 to ensure that DBEs have the maximum opportunity to compete for and perform the contract.

The contractor must adhere to non-discrimination policies, ensure DBE participation, demonstrate good faith efforts if goals are not met, comply with monitoring and enforcement measures, submit regular reports on DBE participation and payments, ensure prompt payment to subcontractors, and use only certified DBEs under 49 CFR Part 26.

- The assigned DBE goal for this Project is TBD

TDOT's updated directory of DBEs can be viewed at the following website:  
<https://www.tdot.tn.gov/APPLICATIONS/DBEDirect/>

## 9. RESTRICTED FIRMS AND AFFILIATES

A list of restricted firms and affiliates known at this time include:

- N/A

## C. CONTENT OF SOQS AND EVALUATION PROCESS

This section describes specific information that must be included in the SOQ. SOQs must follow the outline of **Section C**. Design-Builders shall provide brief, concise information that addresses the requirements of the Project consistent with the evaluation criteria described in this RFQ. Documents submitted pursuant to this RFQ will be subject to the Tennessee Open Records Law, Tennessee Code Annotated Sections §§ 10- 7-503 to 10-7-506, *et. seq.* Information submitted will be kept confidential until award by TDOT, unless otherwise provided by law.

The information required by this section will be used in the assessment of the SOQ. TDOT will evaluate the capabilities of the Design-Builder to effectively deliver the Project.

### 1. INTRODUCTION

The introduction of the SOQ must include a "Title Page" and "Table of Contents." This information will be used to identify the Design-Builder and its designated contacts and will be reviewed on a pass/fail basis only and not as part of the assessment of the SOQ criteria. Information provided in response to this section will not count towards the overall page limitation defined in **Section D.2**. The SOQ package shall include:

- (a) An introductory letter (Letter of Interest) addressed to the Design-Build Program Manager, as stated in **Section B** and the SOQ. The introductory letter shall be limited to two (2) pages. This introductory letter shall be signed and should include:
  - (1) An expression of the Design-Builder's interest in being selected for the project.
  - (2) A confirmation statement of the commitment for Key Personnel and Major

Participants identified in the submittal to the extent necessary to meet TDOT's quality and schedule expectations.

- (3) A certification that any member of the Design-Builder or Major Participant did not have contact or receive information regarding this Project from TDOT other than the personnel allowed in **Section A.4**.
- (b) The business name, address, business type (e.g., corporation, partnership, or joint venture), business information, and roles of the Design-Builder and each Major Participant in **Form A**. Authorized representatives of the Design-Builder organization must sign **Form A**. If the Design-Builder is a joint venture, all joint venture members must sign **Form A**. Each joint venture member must certify the truth and correctness of the contents of the SOQ.
- (c) A copy of the prequalification listing showing all the firms required by **Section B.5**.
- (d) Identification of one contact person for the Design-Builder and one contact person for the lead design firm and his or her address, telephone and fax numbers, and e-mail address. TDOT will send all Project-related communications to these contact people on behalf of the Design-Builder during the procurement process.
- (e) **Form B** providing a general description of the experience on projects of similar scope and complexity that the Design-Builder and each Major Participant has managed, designed, and/or constructed. Up to *four (4)* projects shall be submitted for the Design-Builder and each Major Participant. All other projects shall be described in the information requested for **Section C.2.(a)**. For the projects in which several of the proposed Major Participants were involved, the Design-Builder may provide a single project description. Highlight experience relevant to the Project that the Design-Builder/Major Participants have gained in the last ten (10) years. Cite projects of similar size and scope to that anticipated for the Project.
- (f) Legal and Financial (pass/fail).
  - (1) Acknowledgment of Clarifications and Addenda
    - a. Identify all clarifications and addenda received by number and date by completing **Form C**.
  - (2) Organizational Conflicts of Interest
    - a. Identify all relevant facts relating to past, present, or planned interest(s) of the Design-Builder's (including the Major Participants, proposed Design-Builder members, and their respective chief executives, directors, and Key Personnel of the Project) which may result in, or could be viewed as, an organizational conflict of interest in connection with this RFQ. This includes preparation of TDOT reports, surveys, preliminary plans and similar low-level documents that may be incorporated into the RFP. All documents and reports must be identified, and assurances made that the information was delivered to a TDOT representative and whom.
    - b. If a person or entity has participated in preparing the NEPA document for the proposed project, the Design-Builder must request a review of participation from the TDOT Alternative Contracting Office for a determination of a conflict of interest prior to submittal of the SOQ.
    - c. Please refer to the TDOT's Rule Chapter 1680-05-04, Procedures for the Selection and Award of Design-Build Contracts. This is located at: <https://www.tn.gov/tdot/alternative-delivery/design-build.html>

- d. Disclose: (a) any current contractual relationships with TDOT (by identifying the TDOT contract number and project manager); (b) present or planned contractual or employment relationships with any current TDOT employee; and (c) any other circumstances that might be considered to create a financial interest in the contract for the Project by any current TDOT employee if the Design-Builder is awarded the contract. The Design-Builder must also disclose any current contractual relationships where the Design-Builder is a joint venture. The foregoing is provided by way of example and shall not constitute a limitation on the disclosure obligations.
- e. For any fact, relationship, or circumstance disclosed in response to this Section, identify steps that have been or will be taken to avoid, neutralize, or mitigate any organizational conflicts of interest.
- f. In cases where Major Participants on different Design-Builder organizations belong to the same parent company or are affiliated with it, each Design-Builder must describe how the participants would avoid conflicts of interest through the qualification and proposal phases of the Project.
- g. Participation by a Principal Participant, Designer, or Major Participant for this RFQ shall be deemed an organizational conflict of interest disqualifying affected Design-Builders.
- h. If none existing, state none.
- i. At the end of this section within the RFQ, please place the following statement in this section and provide signature, print name and title.

*“The undersigned hereby certifies that, to the best of his or her knowledge and belief, no interest exists that is required to be disclosed in this Conflict of Interest Disclosure Statement, other than as disclosed above.”*

(3) Legal Structure

- a. If the Design-Builder organization has already been formed, provide complete copies of the organizational documents that allow, or would allow by the time of contract award, the Design-Builder and Major Participants to conduct business in the State of Tennessee. If the Design-Builder organization has not yet been formed, provide a brief description of the proposed legal structure or draft copies of the underlying agreements.

(4) Bonding Capability

- a. Provide a letter from a surety or insurance company stating that the Design-Builder is capable of obtaining a Performance and Payment Bond covering the Project. Letters indicating “unlimited” bonding capability are not acceptable. The surety or insurance company providing such letter must be licensed as surety and qualified to do business in the State of Tennessee.
- b. The Surety/Insurance Company submitting such letter must be listed by the Tennessee Department of Commerce and Insurance listing authorized to do business in Tennessee at the time of Award.

## 2. SOQ EVALUATION AND SCORING

TDOT will initially review the SOQs for responsiveness to the requirements of this RFQ. Some of the information requested in this RFQ is for informational purposes only, while other information will be used in the analysis of the SOQ’s. TDOT will initially review

SOQ's on a pass/fail basis. The purpose of this initial review is for TDOT to determine whether the SOQ is responsive to this RFQ. An SOQ will be responsive to this RFQ if it appears to include all of the components of information required by this RFQ in the manner required by this RFQ. This initial pass/fail review does not include any assessment as to the substance of the information submitted. TDOT reserves the right to request additional information from the Design-Builder in reference to this pass/fail review should an SOQ contain ambiguities. Those SOQ's that pass the pass/fail review will then be reviewed on according to the criteria specified in this **Section**

TDOT will evaluate all responsive SOQs and measure each Design-Builder's response against the criteria set forth in this RFQ, resulting in a numerical score for each SOQ.

TDOT will use the following criteria and weightings:

(a) **Design-Builder Experience (30 Points)**

TDOT will evaluate the capabilities of the Design-Builder organization to effectively deliver the Project. Describe the experiences that could apply to the Project. This information shall be provided in addition to **Form B**.

(1) Experience on projects of similar scope and complexity.

If the Design-Builder is newly formed, please explain. In particular, demonstrate experiences in each of the following areas:

- a. Highway and highway structures;
  - b. Highway reconstruction under traffic;
  - c. Construction/reconstruction using innovative designs, methods and materials;
  - d. Design and construction activity integration; and
  - e. Construction in environmentally sensitive areas and Environmental compliance.
- (2) Owner/client references.
- (3) Experience with timely completion of comparable projects.
- (4) Experience with on-budget completion of comparable projects.
- (5) Experience with integrating design and construction activities.
- (6) Experience of Design-Builder members working together.
- (7) Current Workload

In addition to the Design-Builder Experience requirements listed above, also provide a brief statement of current workloads, including work previously awarded by TDOT. TDOT may elect to use the information provided above as a reference check.

(b) **Key Personnel and Organization (20 Points)**

(1) Key Personnel

- a. Level "1" personnel to staff these key functions listed below shall be identified in the required organizational charts (as described in **Section C.2 (b)(2)**) within the SOQ.

Level "1" Personnel

- Design-Builder's Project Manager
- Design Manager
- Construction Manager/Superintendent
- Traffic Engineer Manager

- Traffic Control Supervisor
  - Environmental Compliance Manager
- b. Level “2” personnel will not be identified in the SOQ; however, the Department will require that personnel to staff these positions be identified in the required organizational chart identified within the RFP.

Level “2” Personnel

- Prequalified Utilities Design Engineering/Coordination Coordinator
  - Design Lead Engineer – Structures/Bridge Repair
  - Design Lead Engineer – Roadway
  - Design Lead Engineer – Pavement
  - Erosion Prevention and Sediment Control Inspector
  - Quality Control Manager
- c. Please provide the following information, at a minimum, in a table format for each of the Key Personnel listed below. Only Key Personnel information is necessary. Only submit information for one person per Key Personnel position. The Design-Builder may assign multiple positions to one person if allowed in this RFQ.

The table shall include the:

- Key Personnel Role;
  - Name of Individual to fill the roles and responsibilities;
  - Anticipated percent of each Individuals time that would be committed to the Project.
  - Number of total years of experience;
  - Number of years of experience on projects of similar size and scope;
  - Number of years of experience on Design-Build Projects;
  - Education;
  - Licenses or Certifications;
  - Include the length of employment with current employer and the title, roles, and responsibilities on any of the Projects listed in **Section C.2 (a)(1)** above.
  - Additional qualifications as necessary.
- d. Resumes of Key Personnel shall be provided as in the Appendix of the SOQ behind a tab named - Resumes of Key Personnel.

Resumes of Key Personnel shall be limited to one page each and will not be counted towards the overall SOQ page limit. If an individual fills more than one position, only one resume is required. The listing below describes the minimum Key Personnel of the Project.

The following provides a Key Personnel Role, brief job description and minimum requirements of this person assigned to the Project. Key Personnel will be evaluated, in part, based on the extent they meet and/or exceed such requirements. The Design-Builder’s Project Manager and the Design Manager must be available to address any issues that arise for the duration of the Project. Any licenses or certifications that are required to meet the requirements of the RFQ shall be in place by the time the first Notice to Proceed is issued.

1. Design-Builder's Project Manager

- (a) Shall be responsible for overall design, construction, quality management, and contract administration for the Project. **The Project Manager must be available on the construction site as necessary for the duration of the Project.**
- (b) Shall have full responsibility for the prosecution of the Work and shall have authority to bind the Design-Builder on all matters relating to the Project after award.
- (c) Shall act as agent and be a single point of contact in all matters on behalf of Design-Builder after award.
- (d) Shall have the authority to stop any and all work that does not meet the standards, specification, or criteria established for the Project.
- (e) Shall be responsible for adherence to all environmental requirements and commitments if found on the Project, including erosion prevention and sediment control inspections as required by NPDES, if needed, and other environmental rules and regulations.
- (f) Must be a registered professional engineer in the State of Tennessee.
- (g) Should have at least five (5) years (10 preferred) of experience managing on projects of similar scope and magnitude.

2. Design Manager

- (a) The Design Manager will be responsible for ensuring that the overall Project design is completed and design criteria requirements are met.
- (b) The Design Manager must work under the direct supervision of the Design-Builder Project Manager.
- (c) Must be a registered professional engineer in the State of Tennessee.
- (d) Should have at least five (5) years (10 preferred) of recent experience in managing the design on projects of similar scope and magnitude.
- (e) **Must not be assigned any other duties or responsibilities on the Project. The Design Manager must be on the construction site, as necessary, whenever major design activities are being performed.**

3. Construction Manager/Superintendent

- (a) The Construction Manager/Superintendent must be on-site whenever any construction activities are being performed.
- (b) Shall be responsible to manage the Design-Builder's workmanship inspections, implement quality planning, oversee the Design-Builder's construction quality control.
- (c) **Must not be assigned any other duties or responsibilities on the Project.**
- (d) Must have at least five (5) years (10 preferred) of recent experience in highway and/or bridge construction and testing.

4. Traffic Engineering Manager

- (a) Must be a registered professional engineer in the State of Tennessee.
- (b) Experience in signal design, ITS design, lighting design, signing design, work zone safety, and work zone traffic control plan design.
- (c) Should have at least five (5) years (10 preferred) of recent experience in traffic engineer, traffic management on similar on projects of similar scope and magnitude, and recent experience managing

construction work zones.

5. Traffic Control Supervisor

- (a) Will be required to attend the Traffic Control Supervisor (TCS) Training (See SP712B) and provide certificate of completion to TDOT prior to starting any work on this project.
- (b) Should have at least five (5) years of recent experience in traffic engineer, traffic management on similar projects of similar scope and magnitude, and recent experience supervising construction work zones.

6. Environmental Compliance Manager

- (a) Shall have at least a B.S. degree in Civil Engineering or Natural Resources Management/Science degree and demonstrated experience in managing others in environmental activities and experience with major highway projects.
- (b) Must have a current Certified Professional in Erosion and Sediment Control (CPESC) certification.
- (c) Shall work closely in the development of the Erosion Prevention and Sediment Control Plan and SWPPP Plans, oversee its implementation in construction.
- (d) Must have recent experience in environmental compliance and be familiar with permitting requirements in Tennessee related to TDEC NPDES Construction General Permit, ARAP and Section 401, Corps of Engineers Section 404, and TVA Section 26a, watershed, ground water, contaminated materials, etc.
- (e) Shall have recent experience in at least five (5) years (10 preferred) in reviewing highway plans and specifications for compliance with regulatory permits and approvals, and in monitoring construction activities for adherence to regulations, approvals, and environmental performance.

e. Organizational Chart(s)

- 1. Provide an organizational chart showing the structure of the organization with lines identifying participants who are responsible for major functions to be performed and their reporting relationships in managing, designing, and building the Project.
- 2. Identify the Design-Builder and all Major Participants in the chart.

(c) **Project Understanding and Approach (25 Points):**

Provide, at a conceptual level, your understanding of and your approach to successfully delivering the Project by meeting or exceeding the established Project goals (see **Section A.2**). The objective is to identify an understanding of the management, technical, environmental, maintenance of traffic, and scheduling issues and risks, as well as the understanding of how the Design-Build process will contribute to the success of the Project, meeting TDOT's goals, and relationships of the team.

- (1) Discuss the understanding of any major issues that need to be addressed and your solution, including approach to meeting or exceeding Project Goals. Identify potential risk factors and methods for dealing with them.

## (2) Understanding of Project scope

- a. Discuss generally the tasks involved in this Design-Build Project. Identify any special issues or problems that are likely to be encountered. Demonstrate clearly and concisely the Design-Builders understanding of the technical and institutional elements which the Design-Builder must address.
- b. Understanding of safety concerns on the existing corridor.
- c. Understanding of impacts on the adjacent communities and traveling public.
- d. Understanding of required interaction with utility companies
- e. Understanding of environmental requirements, permitting needs and strategy.
- f. Understanding of safety concerns during construction.

## (3) Detail those areas of opportunity for innovation.

(d) **Project Management and Project Approach (25 Points):**

- (1) Provide a brief, written description of significant functional relationships among participants and how the proposed organization will function as an integrated Design-Builder.

## (2) Provide your understanding of and approach to the following items:

- a. Budget management approach.
  - Ability to deliver the Project within budget.
- b. Quality management approach
  - Ability to implement a quality management system for the Project.
  - What methods does the Design-Builder have in place for addressing contract modifications and schedule recovery to maintain the completion date.
  - Implementing Project management and controls.
  - The Design-Builder shall be responsible for an internal quality program even though TDOT will be perform the Construction, Engineering and Inspection (CE&I).
- c. Schedule management approach
  - Ability to deliver the Project on schedule. Outline your proposed approach for dealing with the tasks and issues on this Project.
  - Provide a general schedule for these events. A graphical depiction may be included for evaluation.
  - Describe your internal procedures for developing, monitoring, and maintaining project schedules.
- d. Design and construction management approach
  - Ability to develop and implement a safe and effective maintenance of traffic plan.
  - Integrating design and construction on Design-Build highway projects, including location and integration of design and construction.
  - Identify the major project tasks and/or issues.
  - Discuss any equipment or other resources the Design-Builder has which will enhance their ability to accomplish this project.
- e. Approach to implementing an effective DBE/EEO program to meet the required goal.



- f. Stakeholder management approach, including Polk County and
- g. Environmental Compliance approach.
  - Ability to develop and implement an effective environmental compliance plan.

### 3. INTERVIEW

TDOT reserves the right to conduct interviews with all potential Design-Builders prior to development of a short list. TDOT may conduct these interviews during its evaluation of the overall SOQ submittal process and scoring. If elected by TDOT, TDOT will determine the schedule for interviews following receipt of the SOQs.

### 4. DETERMINING SHORT-LISTED DESIGN-BUILDERS

The TDOT Design-Build Review Committee will total the scores for each responsive SOQ, average the committee scores, and prepare a ranked list of Design-Builders. **TDOT will short-list at least three (if any) of the most qualified Design-Builders.** If less than three (3) acceptable responses to the RFQ are received, TDOT may proceed with the RFP subject to the approval of the Chief Engineer. If more than one of the lowest ranked Design-Builders receives the same score, TDOT will make the decision, in its sole discretion, whether or not to short-list those Design-Builders.

The TDOT Design-Build Program Manager will meet with the Design-Build Executive Oversight Committee to concur in the listing.

TDOT reserves the right, in its sole discretion, to cancel this RFQ, issue a new request for qualifications, reject any or all SOQs, seek or obtain data from any source that has the potential to improve the understanding and evaluation of the responses to this RFQ, seek and receive clarifications to a SOQ and waive any deficiencies, irregularities, or technicalities in considering and evaluating the SOQs.

This RFQ does not commit TDOT to enter into a contract or proceed with the procurement of the Project. TDOT assumes no obligations, responsibilities, and liabilities, fiscal or otherwise, to reimburse all or part of the costs incurred by the parties responding to this RFQ. All such costs shall be borne solely by each Design-Builder.

### 5. NOTIFICATION OF SHORT-LISTING

Upon completion of the evaluation, scoring, and short-listing process, TDOT will publish the list on TDOT's project website. A notification email will also be sent to the two Design-Builder contacts, as identified in the SOQ.

## D. SOQ REQUIREMENTS

The following section describes requirements that all Design-Builders must satisfy in RFQs submittal packages. Failure of any Design-Builder to follow the SOQ package requirements as stated in this RFQ may result in rejection of its submittal.

## 1. DUE DATE, TIME, AND LOCATION

All SOQ packages must be **received as indicated in Section B.3.** and must be **submitted electronically via email** to the TDOT contact listed in **Section A.4.**

**Any SOQ package that fails to meet the deadline or delivery requirement will be rejected without consideration and evaluation.**

## 2. FORMAT

The SOQ must not exceed 30 double-sided pages (including the “Title Page” and “Table of Contents” but not including the introductory letter, section dividers and appendices). Except for charts, exhibits, and other illustrative and graphical information, all information must be printed on 8.5” by 11” paper. Charts, exhibits, and other illustrative and graphical information may be on 11” by 17” paper but must be folded to 8.5” by 11”, which will be counted as one (1) sheet and must be limited to five (5) sheets. If an SOQ contains more than 30 pages, only material on the first pages allowed under the limit will be considered. All printing, except for the front cover of the SOQ and resumes, must be single spaced, Times New Roman, 12-point font. All dimensional information must be shown in English units.

Any material modification to the forms may result in the SOQ package being declared non-responsive. The submission should provide brief, concise information that addresses the objectives and the requirements of the Project consistent with the evaluation factors described in **Section C.** Lengthy narratives containing extraneous information are discouraged.

The cover page of each SOQ package must be labeled with **“I-40 Resurfacing and Rehabilitation from Levee Road Overhead to Hollywood Street Overhead, Shelby County Design-Build Project (DB2501)”** and “Statement of Qualifications” along with the date of submittal. The Design-Builder shall make every effort to present the information clearly and concisely. Documentation that is difficult to read may be rejected and may lead to disqualification.

The SOQ shall be organized into the following five (5) separate sections and appendix properly identified and referenced with bottom center page numbers:

- (a) Section 1 – Introduction (**See Section C.1**)
- (b) Section 2 – Design-Builder Experience (**See Section C.2(a)**)
- (c) Section 3 – Key Personnel and Organization (**See Section C.2(b)**)
- (d) Section 4 – Project Understanding and Approach (**See Section C.2(c)**)
- (e) Section 5 – Project Management and Approach (**Section C.2(d)**)
- (f) Appendix A – Company Brochures, Resumes, and other Information

## 3. QUANTITIES

Each Design-Builder must provide TDOT with one (1) electronic copy (in Adobe .pdf format) submitted to the TDOT Alternative Delivery Project Manager via email, clearly identified, labeled, and addressed as follows:

- a. Recipient: TDOT Alternative Delivery Project Manager: Mr. Christian Canady (christian.canady@tn.gov);**

- b. **Receiving From: Design-Builder’s designated point of contact’s email;**
- c. **Date of submittal in the email body;**
- d. **Email subject: “DB2501: I-40 Resurfacing and Rehabilitation – “Design-Build Team” – SOQ”**

## **E. PROCUREMENT PHASE 2**

This **Section** is provided for **informational purposes only** so that each Design-Builder has information that describes the second phase of the Project Procurement Process, including a summary of certain anticipated RFP requirements. TDOT reserves the right to make changes to the following, and the short-listed Design-Builders must only rely on the actual RFP when and if it is issued. This **Section** does not contain requirements related to the SOQ.

### **1. REQUEST FOR PROPOSALS**

The Design-Builders remaining on the short-list following Phase 1 of the procurement process will be eligible to move to Phase 2 and receive a RFP. While TDOT may make the RFP available to the public for informational purposes, only short-listed Design-Builders will be allowed to submit a response to the RFP.

### **2. RFP CONTENT**

#### **(a) RFP Structure**

The RFP contract documents will be structured as follows:

- (1) Book 1 (Instruction to Design-Builders);
- (2) Book 2 (Design-Build Contract);
- (3) Book 3 (Project Specific Information);
- (4) Any Reference material (Design-Build Standard Guidance), plans, etc.

#### **(b) RFP Information**

The RFP will include the following information:

- (1) Maximum time allowable for design and construction;
- (2) Requirements for a proposed schedule of work; and
- (3) A requirement that if the Design-Builder is a joint venture, each of the joint venture members will be jointly and severally liable for performance of the Design-Builder’s obligations under the contract if awarded the Design-Build contract for the Project.

### **3. ALTERNATIVE TECHNICAL CONCEPTS MEETING**

TDOT may accept Alternative Technical Concepts (ATCs) on this Project. This will be discussed further within the RFP.

### **4. PROPOSALS SUBMITTED IN RESPONSE TO THE RFP**

Short listed Design-Builders that choose to continue in the procurement process must submit a two-part Proposal. One part is the Technical Proposal. The second part is the Price Proposal. The RFP will specifically define formats and page limits for the proposal packaging and all proposal contents.

## 5. PROPOSAL EVALUATIONS

TDOT has determined that award of the Project will be based on an “**A+B Bidding - Meets Technical Criteria**” determination. The total adjusted bid is then used to determine the lowest bidder for award purposes. The Design-Build Review Committee will make a recommendation based on the evaluation and the Design-Build Program Manager will meet with the Design-Build Executive Committee to concur in the selected Design-Builder.

“A+B Bidding - Meets Technical Criteria” means:

- The technical proposal must be at or above the minimum technical criteria score as determined by the Department,
- If the technical score is at or above the minimum, then the price proposal (“A”) is opened and adjusted to reflect the worth of time (“B”).

## 6. STIPENDS

TDOT will award a **\$65,000** stipend to each short-listed Design-Builder that provides a responsive but unsuccessful proposal. No stipends will be paid for submitting SOQ packages.

## 7. RFP SCHEDULE

All dates are approximate and subject to change by the Department. The Design-Builder shall consult the Design-Build website for the current project schedule <https://www.tn.gov/tdot/alternative-delivery/design-build.html>

|   |                          |
|---|--------------------------|
| <b>Issue RFP to short-listed Design-Builders</b>        | <b>January 17, 2025</b>  |
| <b>Price Proposal &amp; Technical Proposals<br/>Due</b> | <b>February 28, 2025</b> |
| <b>Award of Project</b>                                 | <b>March 31, 2025</b>    |

\*Dates Subject to change

# SOQ Forms

**Form A**  
**Design-Build Information**

Design-Build Project: **I-40 Resurfacing and Rehabilitation from Levee Rd Overhead to Hollywood Street Overhead, Shelby County**

Design-Builder/Name of Company: \_\_\_\_\_

Year Established: \_\_\_\_\_ Federal Tax ID No.: \_\_\_\_\_

Name of Official Representative: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone No.: \_\_\_\_\_ Fax No.: \_\_\_\_\_

E-mail address: \_\_\_\_\_

Business Organization (check one):

☐ Corporation (If yes, indicate the State and Year of Incorporation):

\_\_\_\_\_

☐ General Partnership

☐ Joint Venture

☐ Other (describe): \_\_\_\_\_

A. Business Address: \_\_\_\_\_

\_\_\_\_\_

Office Performing Work: \_\_\_\_\_

\_\_\_\_\_

Contact Telephone Number: \_\_\_\_\_

B. If the entity is a Joint Venture or General Partnership, indicate the name and role of each member company in the space below. Complete a separate Design-Build Information form for each member company and attach it to the SOQ. Also indicate the name and role of each other financially liable party and attach a separate form.

| Name of Member Company | Role |
|------------------------|------|
|                        |      |
|                        |      |
|                        |      |

UNDER PENALTY OF PERJURY, I CERTIFY THAT I AM THE COMPANY'S OFFICIAL REPRESENTATIVE AND THAT, TO THE BEST OF MY KNOWLEDGE AND BELIEF, FOLLOWING REASONABLE INQUIRY, THE FOREGOING IS TRUE AND CORRECT.

BY: \_\_\_\_\_ PRINT NAME: \_\_\_\_\_

TITLE: \_\_\_\_\_ DATE: \_\_\_\_\_

**Form A**  
**Design-Build Information**

*[Please make additional copies of this form as needed.]*

**Form B**  
**Summary of Comparable Contracts in Past Ten (10) Years**

|   |   |
|---|---|
| 1. Design-Builder/Company Name:   | 2. Name of Project: (DB2501)  |
| 3. Owner Contract No. or State Project No.:   | 4. Type (Check One):<br><input type="checkbox"/> Construction <input type="checkbox"/> Design-Build <input type="checkbox"/> Design |
| 5. Name of Prime:   | 6. Company Role:<br>(joint venture partner, subcontractor, etc.)  |
| 7. Owner (Name): _____<br>Address: _____<br>_____<br>Phone: _____<br>Contact Person: _____      | 8. Original Project Budget: \$ _____<br>Final Project Cost:\$ _____<br>Work Carried by Own Forces (%): _____                        |
| 9. Original Project Schedule Milestones: _____<br>Project Completion Schedule Milestones: _____ |   |
| 10. Project Description and Nature of Work Performed by Your Company:                           |   |

*[Please make additional copies of this form as needed.]*



**Form C**  
**Receipt of Addenda/Clarifications**

Design-Build Project: **I-40 Resurfacing and Rehabilitation from Levee Road Overhead to Hollywood Street Overhead, Shelby County (DB2501)**

Design-Builder’s Name: \_\_\_\_\_

The undersigned acknowledges receipt of the addenda to the RFQ as indicated below.

**ADDENDA**

|                            |       |       |       |
|----------------------------|-------|-------|-------|
| Addendum/Clarification No. | _____ | Dated | _____ |
| Addendum/Clarification No. | _____ | Dated | _____ |
| Addendum/Clarification No. | _____ | Dated | _____ |
| Addendum/Clarification No. | _____ | Dated | _____ |
| Addendum/Clarification No. | _____ | Dated | _____ |

FAILURE TO ACKNOWLEDGE RECEIPT OF ALL ADDENDA MAY CAUSE THE SOQ PACKAGE TO BE CONSIDERED NON-RESPONSIVE TO THE SOLICITATION. ACKNOWLEDGED RECEIPT OF EACH ADDENDUM MUST BE CLEARLY ESTABLISHED AND INCLUDED WITH RESPONSE TO THIS RFQ.

BY: \_\_\_\_\_ PRINT NAME: \_\_\_\_\_

TITLE: \_\_\_\_\_ DATE: \_\_\_\_\_

**Form D**  
**Design-Builder Question Request**

Design-Build Project: **I-40 Resurfacing and Rehabilitation from Levee Road Overhead to Hollywood Street Overhead, Shelby County (DB2501)**

Name of Design-Builder / Design Consultant \_\_\_\_\_ :

| RFQ Section No./Appendix | Question | Reserved for Agency Response |
|--------------------------|----------|------------------------------|
|                          |          |                              |
|                          |          |                              |
|                          |          |                              |

**Form D**  
**Design-Builder Question Request**

*[Please make additional copies of this sheet as needed]*

## Project Location Map

Figure 1

