

**NOTICE TO ENVIRONMENTAL SERVICES FIRMS  
REGARDING A REQUEST FOR LETTERS OF INTEREST**

July 13, 2020

**Environmental Division**

The Tennessee Department of Transportation (TDOT), an Equal Opportunity, Affirmative Action Employer, seeks to retain the services of professional environmental services firms for on-call environmental services in one or more of the disciplines described below.

The table below outlines, per discipline, the total number of contracts that may be awarded and the Initial Ceiling. The initial contract ceiling may be increased, as needed, via an appropriately executed amendment, but in no event shall a contract ceiling exceed the amount shown for the Maximum Ceiling for the relevant discipline.

Discipline	# of Contracts	Initial Ceiling	Maximum Ceiling
Air Quality and Noise	3	\$750,000.00	\$1,125,000.00
Archaeology	10	\$1,625,000.00	\$2,200,000.00
Construction Quality Assurance (QA) and Corrective Action (Region 1)	2	\$750,000.00	\$1,125,000.00
Construction Quality Assurance (QA) and Corrective Action (Region 2)	2	\$750,000.00	\$1,125,000.00
Construction Quality Assurance (QA) and Corrective Action (Region 3)	2	\$750,000.00	\$1,125,000.00
Construction Quality Assurance (QA) and Corrective Action (Region 4)	2	\$750,000.00	\$1,125,000.00
Ecology	4	\$2,000,000.00	\$3,000,000.00
Hazardous Materials	5	\$1,000,000.00	\$1,500,000.00
Historic Preservation	4	\$1,000,000.00	\$1,500,000.00
Landscape Architecture/Outdoor Advertising	3	\$1,300,000.00	\$1,600,000.00
Mitigation	6	\$2,000,000.00	\$2,500,000.00
National Environmental Policy Act (NEPA) Documentation	8	\$2,500,000.00	\$3,750,000.00
Permits	8	\$1,500,000.00	\$2,250,000.00

**General Information and Requirements:**

The contract term shall be five (5) years. Each contract shall be effective as of April 1, 2021, and shall terminate March 31, 2026.

The method of payment for each work order issued under a contract will be at the discretion of TDOT and will be either cost plus fixed fee or lump sum.

**Evaluation:**

The following information is applicable to all submittals discussed in this advertisement, regardless of discipline. Additional [discipline-specific requirements](#) apply. Please review both the general and discipline-specific sections before developing and transmitting any submittals.

**Phase I**

For each discipline, the Department will evaluate those firms submitting letters of interest (LOIs) and choose several firms who would make viable candidates from which to invite proposals and/or presentations. To be considered, a prospective firm must provide documentation demonstrating that it meets all minimum criteria listed for the discipline for which the firm is submitting. This information will be used to evaluate the firms for Phase I. Firms may request consideration by submitting LOI(s) to [TDOT.Env.BusinessServices@tn.gov](mailto:TDOT.Env.BusinessServices@tn.gov) on or before **4:00 p.m. (Central Time), August 3, 2020**.

All LOI(s) and supplemental information must be emailed as noted above. Only submit one LOI per email. The LOI(s) can be addressed as follows:

**VIA ELECTRONIC SUBMITTAL** ([TDOT.Env.BusinessServices@tn.gov](mailto:TDOT.Env.BusinessServices@tn.gov))

**Ms. Susannah Kniazewycz, Director  
TDOT Environmental Division  
James K. Polk Building, Suite 900  
505 Deaderick Street  
Nashville, Tennessee 37243**

Each Phase I submittal must:

- be provided as a single .pdf
- include a one- to two-page LOI that includes the name, telephone number and a valid email address for the firm's point of contact
- include a one- to three-page attachment that:
  - briefly addresses how the firm meets the minimum discipline-specific criteria for the Phase 1 Evaluation, and
  - indicates if any sub-consultants are anticipated to perform a portion of the work. The LOI shall not specifically identify sub-consultant(s), but rather indicate the scope of services anticipated to be completed by sub-consultant(s).

All firms must be pre-qualified or have a completed prequalification form filed with the Department prior to the deadline for the letters of interest. Prequalification procedures, an example letter of interest, a list of prequalified firms and DBE's, TDOT's standard procurement policy, and additional information can be found at <https://www.tn.gov/tdot/business-redirect/consultantinfo.html>. Interested firms may also obtain this information by contacting Ms. Christine Smotherman at (615)741-4460 or [Christine.Smotherman@tn.gov](mailto:Christine.Smotherman@tn.gov).

Following Phase I evaluation, the firms deemed to be viable candidates will be asked to submit proposals for Phase II evaluation.

### **Phase II**

Firms invited to submit proposals following Phase I reviews will submit a DT-0330 Part II Contract Specific Questionnaire along with responses to discipline-specific supplemental questions. Proposal format requirements, discipline-specific supplemental questions, delivery address and deadlines will be included in the notification sent to the firms selected from Phase I. For disciplines noting local presence as a Phase II criterion, this criterion may be satisfied by a firm's commitment to establish a local office pursuant to the requirements described in that discipline-specific criterion. The Department will evaluate the submitted DT-0330 Part II Contract Specific Questionnaire, including the responses to discipline-specific supplemental questions, based on the relevant criteria described in [Discipline-Specific Information and Requirements](#) below. Following Phase II evaluation, the firms deemed most qualified by the Consultant Evaluation Committee (CEC) will be recommended to the Commissioner in alphabetical order for Phase III evaluation.

### **Phase III**

From the list of firms determined by the CEC to be the most highly qualified firms to perform the solicited services, the Commissioner will rank the firms in order of preference. Contracts will be awarded to the top-ranked firms within each discipline up to the total number of contracts anticipated for award for that discipline (see the table above for the number of contracts that may be awarded per discipline).

### **Issuing Work Orders:**

For each discipline, individual work order assignments will be made based on qualifications-based criteria that may include, but are not limited to:

- a. Consultant availability to perform the work;
- b. Qualifications of the consultant to perform the work specific to the work order; and
- c. Specialized expertise specific to the work order.

### **Equal Opportunity Commitment:**

Evaluation proceedings will be conducted within the established guidelines regarding equal employment opportunity and nondiscriminatory action based upon the grounds of race, color, religion, national origin, sex, creed, age, and disability. Interested certified Disadvantaged Business Enterprise (DBE) firms as well as other minority- and/or women-owned firms are encouraged to respond to all advertisements by TDOT. For more information on DBE certification, please contact the Civil Rights Office Small Business Development Program at (615) 741-3681. Details and instructions for DBE certification can be found at the following website: <https://www.tn.gov/tdot/civil-rights/small-business-development-program.html>.

For additional details regarding the services requested in this notice, please contact Mike Cook at 615-253-9917 or by email to [TDOT.Env.BusinessServices@tn.gov](mailto:TDOT.Env.BusinessServices@tn.gov).

### **Discipline-Specific Information and Requirements:**

Below, please find discipline-specific information and requirements for the current procurement effort. The general information listed above is also relevant to your submittals. **Please review both the [general \(above\)](#) and discipline-specific (below) information and requirements before developing and transmitting any submittals.**

#### **Air Quality and Noise**

##### *Required Scope of Services:*

1. Noise and air quality surveys, analysis, and documentation; and
2. Noise barrier design.

##### *Phase I:*

To be considered, a prospective firm must provide documentation demonstrating that it meets all of the following minimum criteria:

- a. In-house staff experience in conducting highway traffic noise and air analyses in accordance with 23 CFR 772 (list staff individually);
- b. Projects successfully completed by the firm in accordance with TDOT's Noise Policy 520-01 and TDOT's Procedures for Highway Traffic Noise Abatement or for any other state department of transportation (list at least five); and

- c. Demonstration that the staff who would conduct noise studies for TDOT have the qualifications necessary to conduct noise studies as outlined in TDOT's Noise Policy 520-01 and TDOT's Procedures for Highway Traffic Noise Abatement.

*Phase II:*

For those firms invited to submit a proposal, the Department will evaluate the submitted DT-0330 Part II Contract Specific Questionnaire and responses to supplemental questions for this discipline based on the following criteria (relative weight):

- a. Project management and staff experience, qualifications, and availability (45%);
- b. Demonstrated experience providing air quality and noise related services for TDOT and/or other clients on linear transportation projects (written and signed evaluation forms for completed projects may be used for current firms if available) (45%); and
- c. Response to Project Scenario questionnaire (10%).

### Archaeology

*Required Scope of Services:*

1. All archaeological services and activities necessary to ensure compliance with relevant state and federal laws, regulations, and permit requirements which will include, but not be limited to archaeological surveys, testing, and data recovery investigations.

*Phase I:*

To be considered, a prospective firm must provide documentation demonstrating that it meets all of the following minimum criteria:

- a. Maintenance of a full-time, permanently employed staff of Principal Investigators and Field Directors that meet or exceed the U.S. Secretary of the Interior's Professional Qualifications Standards for Archaeology **and** the Tennessee State Historic Preservation Office's minimum qualifications for conducting archaeological resource management studies in Tennessee; and
- b. Experience conducting Phase I surveys, Phase II testing, and Phase III data recovery investigations in support of Section 106 of the National Historic Preservation Act (provide a list of **no more** than five (5) example projects)

*Phase II:*

For those firms invited to submit a proposal, the Department will evaluate the submitted DT-0330 Part II Contract Specific Questionnaire and responses to supplemental questions for this discipline based on the following criteria (relative weight):

- a. Firm and staff credentials, qualifications, and subject matter expertise (35%);
- b. Firm capabilities and capacity to manage concurrent projects (30%);

- c. Experience and performance conducting phase I, II, and III archaeological investigations in support of the National Historic Preservation Act for TDOT or other transportation agencies/clients (25%); and
- d. Ability and availability to provide staff for long-term assignments at project locations or at TDOT Headquarters in Nashville or at TDOT Regional offices (10%).

### **Construction Quality Assurance (QA) and Corrective Action**

Firms should specify the Region for which they are submitting an LOI. If a firm is submitting an LOI for more than one Region, a separate LOI must be submitted for each.

#### *Required Scope of Services:*

1. Quality assurance site inspections and assessments for TDOT construction projects related to issued environmental permitting and TDOT requirements and specifications.
2. Provision of various types of technical assistance related to the Environmental Division including but not limited to sediment assessments and development of related documentation, development and implementation of corrective action plans, provision of technical assistance related to permit and project compliance issues, and provision of technical assistance for issues identified by the Environmental Division.

#### *Phase I:*

To be considered, a prospective firm must provide documentation demonstrating that it meets all of the following minimum criteria:

- a. Maintain at least 2 staff that have TDEC Level 2 Certification (Design Principals for Erosion Prevention and Sediment Control for Construction Sites) or CPESC (Certified Professional in Erosion and Sediment Control) Certification.
- b. Demonstrate the completion of five (5) Quality Assurance (QA) inspections on construction projects that document the evaluation of construction compliance with issued state and federal environmental permits within the last three (3) years.
- c. Demonstrate the successful completion of three (3) technical assistance projects within the last three (3) years. This can include but may not be limited to sediment assessments and development of related documentation, development and implementation of corrective action plans, providing technical assistance related to permit and environmental project compliance issues, and providing technical assistance for related construction environmental issues.

#### *Phase II:*

For those firms invited to submit a proposal, the Department will evaluate the submitted DT-0330 Part II Contract Specific Questionnaire and responses to supplemental questions for this discipline based on the following criteria (relative weight):

- a. Firm's experience conducting Quality Assurance (QA) inspections on construction projects and documenting compliance with issued environmental permitting for TDOT and / or other clients (50%);

- b. Firm's experience providing technical assistance to TDOT and / or other clients. This can include but may not be limited to sediment assessments and development of related documentation, development and implementation of corrective action plans, providing technical assistance related to permit and project compliance issues, and providing technical assistance for issues identified by the Environmental Division (20%);
- c. Firm's relative qualifications and staff education, credentials / licenses within Tennessee (20%); and
- d. Local presence (firm office located, or commitment to locate an office, within 150 road miles of the relevant TDOT Regional Administration Facility) (10%).

### Ecology

#### *Required Scope of Services:*

1. Conduct and document water resource, habitat, species, water quality, and associated aquatic and terrestrial environmental surveys;
2. Wetland identification, delineation, assessment, and monitoring;
3. Watercourse (wet weather conveyances, ephemeral, intermittent, and perennial streams; springs/seeps) identification, delineation, assessment, and monitoring;
4. Threatened or endangered species surveys (e.g., surveys for federally listed bats) identification, delineation, assessment, and monitoring;
5. Development and provision of survey grade GPS/GIS shapefiles;
6. Construction oversight for ecological concerns;
7. Identification, right-of-way and construction design, compensatory mitigation plan development, oversight, and monitoring of stream, species, and wetland mitigation; and
8. Collection of data for use in the Tennessee stream quantification tool (TNSQT).

#### *Phase I:*

To be considered, a prospective firm must provide documentation demonstrating that it meets all of the following minimum criteria:

- a. Maintain on staff a minimum of three full-time degreed biologists with at least three (3) years' experience in the identification of resources, habitat, and protected species related to TDOT or other linear construction projects;
- b. Demonstrate successful completion of five (5) ecology projects related to TDOT or other linear construction projects studies within the past two years:
- c. Maintain on staff a minimum of one qualified hydrologic professional in the state of Tennessee.
- d. Demonstrate successful data collection for three (3) TNSQT (or equivalent) evaluations for submission to regulatory agencies.

#### *Phase II:*

For those firms invited to submit a proposal, the Department will evaluate the submitted DT-0330 Part II Contract Specific Questionnaire and responses to supplemental questions for this discipline based on the following criteria (relative weight):

- a. Firm experience, credentials, and staff qualifications (including QHP and TNSQT), and availability (50%); and
- b. Demonstrated experience with TDOT and/or other clients and demonstrated ability to meet schedules without compromising sound professional practices (50%).

### **Hazardous Materials**

#### *Required Scope of Services:*

1. Preparation of work plans and reports for hazardous materials environmental site investigations, and asbestos building and bridge surveys;
2. Performance of remedial actions at contaminated or potentially contaminated sites, including asbestos abatement, according to federal and state requirements.

#### *Phase I:*

To be considered, a prospective firm must provide documentation demonstrating that it meets all of the following minimum criteria:

- a. Have at least one in house staff member that is a senior, licensed, professional geologist in Tennessee;
- b. Have at least one AHERA-trained in house staff member qualified to oversee asbestos surveys and abatement; and
- c. Have successfully completed within the last five years at least four each of the following studies: Phase I Environmental Site Assessment; Phase II Environmental Site Assessment; UST equipment and soil removal actions (or similar); asbestos inspections (structures and/or bridges) and oversight of asbestos abatements (structures only).

#### *Phase II:*

For those firms invited to submit a proposal, the Department will evaluate the submitted DT-0330 Part II Contract Specific Questionnaire and responses to supplemental questions for this discipline based on the following criteria (relative weight):

- a. Project management and staff experience, qualifications, and availability (45%);
- b. Demonstrated experience providing hazardous materials related services for TDOT and/or other clients (written and signed evaluation forms for completed projects may be used for current firms if available) (45%); and
- c. Response to a Project Scenario questionnaire (10%).

### **Historic Preservation**

#### *Required Scope of Services:*

1. Compliance activities and documentation associated with Section 106 of the National Historic Preservation Act, Tennessee Public Law 699 and Section 4(f) of the U.S. DOT Act;

2. Mitigation plans for historic properties adversely affected by planned transportation projects; and
3. Various reports related to historic properties in Tennessee.

*Phase I:*

To be considered, a prospective firm must provide documentation demonstrating that it meets all of the following minimum criteria:

- a. Have at least one in-house staff member who meets the Secretary of the Interior's Standards and Guidelines for Architectural History and is a Historian with an advanced degree in History, Historic Preservation, or Architectural History and has at least two years of Section 106 experience involving transportation projects; and
- b. Have in-house staff that thoroughly understands the Tennessee State Historic Preservation Office guidelines for Section 106 projects as demonstrated by the successful completion of five (5) or more Section 106 projects for above-ground resources within the last five (5) years.

*Phase II:*

For those firms invited to submit a proposal, the Department will evaluate the submitted DT-0330 Part II Contract Specific Questionnaire and responses to supplemental questions for this discipline based on the following criteria (relative weight):

- a. Firm experience, credentials, staff qualifications and availability, and subject matter expertise (40%);
- b. Demonstrated experience in the successful completion of Section 106 projects where one or more National Register listed or eligible properties was identified and the effects of the undertaking were assessed according to 36 CFR 800.5 of the National Historic Preservation Act of 1966, as amended (40%); and
- c. Evaluations of prior TDOT Section 106 projects for above-ground resources, if available (20%).

**Landscape Architecture/Outdoor Advertising (ODA)**

*Required Scope of Services:*

1. Preparation of landscape architecture plans and reports;
2. Outdoor advertising control;
3. Planting design;
4. Construction and materials inspection and testing;
5. Preparation of project site plans;
6. Mapping;
7. Global positioning surveys;
8. Geographic information spatial analysis;
9. Project and program planning activities;
10. Public involvement and community outreach; and
11. Project consultant engineering and inspection.

*Phase I:*

To be considered, a prospective firm must provide documentation demonstrating that it meets all of the following minimum criteria:



- a. Have at least one full-time, Tennessee-licensed landscape architect;
- b. Have at least one full-time, Tennessee-licensed engineer;
- c. Have at least two full-time staff members with degrees in planning or a related field with 5 years' experience in land planning; and
- d. Demonstrate experience with roadside and public space landscape planning, design, and installation through successful completion of 2 or more public space landscape projects and 2 or more roadside landscape projects within the last 5 years.

*Phase II:*

For those firms invited to submit a proposal, the Department will evaluate the submitted DT-0330 Part II Contract Specific Questionnaire and responses to supplemental questions for this discipline based on the following criteria (relative weight):

- a. Project management, staff experience, and qualifications (including licensed landscape architect and demonstration of TDOT certification to perform CEI) (30%);
- b. Overall abilities and example projects, environmental and roadside experience (35%); and
- c. Project experience that fits wide range of Beautification Office needs – landscaping, litter, outdoor advertising, scenic byways, grants, community beautification (35%).

**Mitigation**

*Required Scope of Services:*

1. Selecting and planning potential compensatory mitigation sites;
2. Designing and certifying compensatory mitigation plans in accordance with state and federal requirements;
3. Producing right-of-way and construction plans in compliance with TDOT design standards;
4. Wetland and stream jurisdictional determinations, delineations, and forms;
5. Conducting detailed stream or wetland assessments;
6. Topographic and boundary surveys;
7. Designing and preparing EPSC plans and SWPPPs;
8. Natural stream channel design review;
9. Stream and wetland mitigation construction oversight; and
10. Post-construction mitigation site monitoring.

*Phase I:*

To be considered, a prospective firm must provide documentation demonstrating that it meets all of the following minimum criteria:

- a. Have at least one full-time, Tennessee-Licensed, Professional Engineer having current TDEC Level 1 and TDEC Level 2 EPSC certification;
- b. Have at least two full-time staff with degrees in biology, ecology, or a related field, with at least 5 years of experience in stream and wetland ecology;
- c. Have a minimum of one full-time staff member having successfully completed geomorphologic / natural channel stream design training; and
- d. Have designed at least three compensatory stream mitigation projects within the last five years.

*Phase II:*

For those firms invited to submit a proposal, the Department will evaluate the submitted DT-0330 Part II Contract Specific Questionnaire and responses to supplemental questions for this discipline based on the following criteria (relative weight):

- a. Firm experience, credentials, and staff qualifications (including QHP) and availability (50%); and
- b. Demonstrated experience with TDOT and/or other clients providing Mitigation and/or Ecology related services and demonstrated ability to meet schedules without compromising sound professional practices (50%).

**National Environmental Policy Act (NEPA) Documentation**

*Required Scope of Services:*

1. Services related to the preparation and development of NEPA Documentation including Categorical Exclusions (CE), Environmental Assessments (EA), Environmental Impact Statements (EIS), Re-Evaluations of CEs, EAs, or EISs, and Tennessee Environmental Evaluation Reports (TEER), in accordance with the Tennessee Environmental Procedures Manual, the Tennessee Environmental Streamlining Agreement (TESA), Federal Highway Administration requirements, and other state and federal requirements.

*Phase I:*

To be considered, a Prospective firm must provide the requested information in in tabular form demonstrating that the Prospective firm meets the following minimum criteria:

**Programmatic CEs, C-list CEs, and D-list CEs:**

- Demonstrate that the firm has at least one full-time, in-house, current employee with experience completing the above document types (current staff experience from past firms will be considered); and
- Provide in tabular form no more than ten (10) Categorical Exclusion documents for linear transportation projects completed within the last three (3) years by current employees of the firm (current staff experience from past firms will be considered). Include the following information for each document:
  - road name and termini,
  - location (city, county, state),
  - date of completion, and
  - name(s) of current employee(s) who provided substantive services in any of the roles described in the bullet below, and
  - the employee's role in the document's development (please only include employees who fulfilled the roles described below and only use role descriptors as presented and defined below):
    - Project Manager – drives project and project schedule (internally), serves as liaison between consultant project team and TDOT (or other client, if non-TDOT work), may double as lead writer
    - Lead NEPA Writer – responsible for drafting the overall document (including all sections); in cases where there may be multiple writers, Lead Writer would be responsible for ensuring consistency and flow across all sections;
    - Technical NEPA Writer – drafts section(s) of the NEPA document for specific technical areas, drafts additional correspondence, if needed, for follow up with technical studies staff

- QA/Reviewer - provides overall review of the NEPA document to ensure the document is complete, well written, and reasonably free of errors.

**EAs, EISs, and/or EA/EIS Re-Evaluations:**

- Demonstrate that the firm has at least one full time in-house current employee with experience completing the above document types (current staff experience from past firms will be considered); and
- Provide in tabular form no more than five (5) EAs, EISs, and/or EA/EIS Re-Evaluation documents (5 total, not each) for linear transportation projects completed within the last six (6) years by current employees of the firm (current staff experience from past firms will be considered). Include the following information for each document:
  - road name and termini,
  - location (city, county, state),
  - document type (EA, EIS, EA Re-evaluation, EIS Re-evaluation),
  - document approval status, including any interim federal and state approvals,
  - name(s) of current employee(s) who provided substantive services in any of the roles described in the bullet below, and
  - the employee's role in the document's development (please only include employees who fulfilled the roles described below and only use role descriptors as presented and defined below):
    - Project Manager – drives project and project schedule (internally), serves as liaison between consultant project team and TDOT (or other client, if non-TDOT work), may double as lead writer
    - Project Oversight – drives project and project schedule (along-side and on behalf of TDOT, or other client if non-TDOT work), assists TDOT (or other client, if non-TDOT work) with project oversight tasks
    - Lead NEPA Writer – responsible for drafting the overall document (including all sections); in cases where there may be multiple writers, Lead Writer would be responsible for ensuring consistency and flow across all sections;
    - Technical NEPA Writer – drafts section(s) of the NEPA document for specific technical areas, drafts additional correspondence, if needed, for follow up with technical studies staff
    - QA/Reviewer – provides overall review of the NEPA document to ensure the document is complete, well written, and reasonably free of errors.

In addition to the above listed criteria, identify any NEPA expertise that must be sub-contracted.

*Phase II:*

For those firms invited to submit a proposal, the Department will evaluate the submitted DT-0330 Part II Contract Specific Questionnaire and responses to supplemental questions for this discipline based on the following criteria (relative weight):

- a. Collective experience of current firm employees in the development of NEPA documentation – credentials and staff qualifications (45%);
- b. Availability of personnel with necessary experience in the development of NEPA documentation for provision of work under TDOT NEPA contract (40%); and
- c. Experience of current firm employees in innovative practices/approaches related to enhancing the efficiency and effectiveness of the development of NEPA documentation (including but not limited to readability of NEPA documentation, public outreach [e.g. virtual outreach and/or outreach in

areas with little to no internet access/usage], reducing the time to complete a NEPA document, etc.) (15%).

## Permits

### *Required Scope of Services:*

1. Development and review of water quality permit applications and Storm Water Pollution Prevention Plans (SWPPPs);
2. Development and review of stream and wetland mitigation and natural channel design plans;
3. Preparation and review of Erosion Prevention and Sedimentation Control (EPSC) plans; and
4. Inspection, evaluation, and recommendation of EPSC measures.

### *Phase I:*

To be considered, a prospective firm must provide documentation demonstrating that it meets all of the following minimum criteria:

- a. Have an in-house, Tennessee-Licensed, Professional Civil Engineer with three (3) years of EPSC plans and SWPPP development experience, two (2) years of EPSC BMP inspection experience, current Tennessee Department of Environment and Conservation (TDEC) Level 1 (Fundamentals of Erosion Prevention and Sediment Control for Construction Sites) training, and either TDEC Level 2 (Design Principles for Erosion Prevention and Sediment Control for Construction Sites) or current Certified Professional in Erosion and Sediment Control (CPESC);
- b. Maintain a minimum of two (2) full-time staff having TDEC Level 1 certification, and Level 2 certification or CPESC;
- c. Have successfully applied for and received water quality permits (e.g., TDEC Aquatic Resource Alteration Permit, U.S. Army Corps of Engineers Section 404 Permit, TVA 26a Permit) for three (3) linear or transportation projects in Tennessee (e.g., utility lines or state, county, or city roadway systems, etc.) within the last five (5) years; and
- d. Have successfully developed a SWPPP in Tennessee that received a NPDES General Permit for Discharges of Stormwater Associated with Construction Activities (CGP) for three (3) linear or transportation projects within the last five (5) years.

Note: For (a) and (b), please include all license numbers, where applicable. All licenses must be active. For (c) and (d), when listing permits obtained, please include the permit number issued by the regulatory agency and if a TDOT project, the project PIN where applicable.

### *Phase II:*

For those firms invited to submit a proposal, the Department will evaluate the submitted DT-0330 Part II Contract Specific Questionnaire and responses to supplemental questions for this discipline based on the following criteria (relative weight):

- a. Staff credentials, qualifications, and availability (including PE, Level 1, Level 2, CPESC, and OSHA 10-hour training, etc.) (30%);
- b. Years of experience with TDOT and/or on other linear projects, including the use of TNSQT (30%);

- c. Number of projects where water quality and NPDES permits were obtained (25%);
- d. Technology capabilities (GPS/GIS, Database, Micro Station, Microsoft Office Suite, Adobe) (5%); and
- e. Conclusion overall summary (2-page maximum) of why your firm should be chosen for this TDOT contract (10%).