

**NOTICE TO CONSULTANT ENGINEERS
REGARDING A REQUEST FOR LETTERS OF INTEREST**

**November 14, 2014
(Traffic Operations Division)**

The Tennessee Department of Transportation (TDOT), an Equal Opportunity/Affirmative Action Employer, seeks to retain the services of professional engineering consulting firms to provide expertise in ***Intelligent Transportation Systems (ITS) Engineering Services & Traffic Engineering Services*** as described below. The method of payment shall be cost plus percentage net fee. The project may be withdrawn if anticipated funding does not become available.

Services Contract No. 1

Intelligent Transportation Systems (ITS) Engineering Services

The goal of the department is to retain two firms with specialty experience in ITS planning, design and architecture. The scope of work for ITS services will include but will not be limited to:

- a) Development of plans
- b) System engineering analysis
- c) ITS Architecture maintenance
- d) Standards and specifications
- e) ITS related studies
- f) Shop drawing review
- g) Maintenance review
- h) Network design assistance
- i) Project scoping
- j) Pre-Bid services
- k) Construction submittal review

Services Contract No. 2

Traffic Engineering Services

The goal of the department is to retain four firms. The scope of work for Traffic Engineering services will include but not limited to:

- a) Roadway design
- b) Drainage
- c) Intersection improvement
- d) Signalization
- e) Roadway lighting
- f) Pavement marking
- g) Signing
- h) Traffic operation improvement projects

- i) Feasibility studies
- j) Capacity analysis
- k) Engineering studies
- l) Field surveys
- m) Signal timing plans
- n) Traffic and classification counts
- o) Shop drawing review
- p) Maintenance review
- q) Design assistance
- r) Project scoping

For Services Contract No. 1:

It is requested that Sections A, B, C, D & F of the DT-0330 Part II form be used to include the requested information. Section F shall be used to present up to ten (10) past projects with relative experience. The description should identify any project that is inactive or waiting for authorization to proceed with a short explanation for the inactivity. For additional details regarding these projects, please contact Mr. Rob Benshoof at (615) 253-0052 or by email at Rob.Benshoof@tn.gov

For Services Contract No.2:

Firms are required to submit a letter of interest. For additional details regarding these projects, please contact Mr. Mike Tugwell at (615) 532-3414 or by email at Mike.Tugwell@tn.gov.

Firms may request consideration by submitting requested information to **Mr. Brad Freeze, P.E., Traffic Operations Director, Suite 300, James K. Polk Building, 505 Deaderick Street, Nashville, Tennessee 37243-0326**. All letters of interest and proposal sections must be received on or before **4:00 p.m. (Central Time) Friday, December 12th, 2014**.

Additional information, including an example of Form (DT-0330, Part II) can be found at: <http://www.tdot.state.tn.us/ConsultantInfo.htm>. Interested firms without internet access may obtain this information by calling Ms. Chris Smotherman at (615) 741-4460 or Christine.Smotherman@tn.gov. The letter of interest shall indicate the scope of services anticipated to be completed by any sub-consultants. The sub-consultant shall be one that is prequalified by TDOT. A pending prequalification status will be acceptable. **Please include a valid email address and phone number for the point-of-contact.**

The Department will use the **Specific Qualifications Statements** (Sections of Part II of DT-0330) and choose several firms who would make viable candidates (**For Services Contract No.1**) from which to invite for presentations and/or proposals. Also, the **current prequalification statements** on file for those submitting letters of interest (**Services Contract No.2**) and choose several firms who would make viable candidates from which to invite proposals and/or presentations.

Please note: new or updated prequalification forms must be received before the deadline for letters of interest. The factors that will be considered in evaluation of proposals are as follows:

- a. Past experience in the required disciplines with TDOT and other clients
- b. Qualification and availability of staff
- c. Demonstrated ability to meet schedules without compromising sound engineering practices
- d. Evaluations on prior TDOT projects, if available
- e. Amount of work under contract with TDOT
- f. Whether the consultant can perform the work efficiently without compromising sound engineering practices
- g. Other factors approved by the applicable Chief

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 <http://www.tdot.state.tn.us/civil-rights/smallbusiness/>.

John C. Schroer
Commissioner, TDOT