



**NOTICE TO CONSULTANT ENGINEERS
REGARDING A REQUEST FOR LETTERS OF INTEREST
(Construction Division)
Bridges & Tunnels on US-64 (SR-40) near Ocoee Dam No. 2
Polk County
April 1, 2022**

The Tennessee Department of Transportation (TDOT), an Equal Opportunity, Affirmative Action Employer, seeks to retain the services of a professional engineering consulting firm for environmental and design-related services as described below:

Project Description and Location

Polk County, Corridor K project proposes to eliminate the existing horizontal curves around Ocoee Dam No. 2 for through traffic, while retaining access to the recreational area at Ocoee Dam No. 2. The proposed improvements consist of tunnels and bridges and associated roadway work. A more detailed project description can be found in Section 3 (Bridges and Tunnel Option) in the June 2018 report, "Corridor K... Roadway Improvement Feasibility Analysis," developed by the TDOT Environmental Division. Contact Mr. Jeff Blevins, Region 2 Innovative Delivery, at (423) 510-1218 or by e-mail at jeff.blevins@tn.gov for a copy of the Feasibility Analysis. This project does not include the project listed in Section 2 (RSAR Locations). Firms may also request a copy of the survey of the Corridor by contacting Mr. Blevins. The Department intends to consider the use of the Construction Manager/General Contractor (CM/GC) method of delivery to complete the project.

Project Schedule

Final project schedule to be determined based on the outcomes from Task 1 studies and coordination with regulatory agencies.

Scope of Work (SOW)

Due to the complexity of this project, the scope of work will be split into two tasks. The intent of this contract is to use the selected consultant for Task 1 and Task 2. However, the Department reserves the right to cancel this contract after the completion of Task 1. All surveying, roadway design and plans development shall be done in Open Roads Design (ORD). The scope of work may include some or all of the following:

Task 1 – Preliminary Design and Tunnel Feasibility Study

- a) Develop preliminary roadway, tunnel, and bridge design.
- b) Assist in the development of CM/GC Scope of Work for the Geotechnical Data Report (GDR) associated with the tunnels and other items as determined by the Department.
- c) Assist in the development of Request for Proposals for advertisement/selection of Construction Manager.

- d) Determine right of way and environmental footprint associated with bridge geotechnical and GDR study. Assess and develop Environmental Technical Study Area (ETSA) required to study the project.
- e) Provide input and assistance, as requested, in support of TDOT's development of environmental studies and documents.
- f) Review of geotechnical investigation data associated with the roadway and bridges.
- g) Review of GDR data to determine tunnel feasibility and constructability.
- h) Project cost estimating.
- i) Surveying.
- j) Renderings, 3D Visualizations, and other items associated with US Forest Service coordination and public meetings.
- k) Other engineering service as needed for design and construction of the project. The project under this contract shall be completed and submitted to the Department in accordance with the TDOT Survey Manual, TDOT Geotechnical Manual, TDOT Structural Design Guidelines, TDOT Roadway Design Guidelines, environmental regulations, and the Roadway Design Division's computer aided drafting standards.

Deliverables: Environmental Technical Study Area (ETSA), Preliminary Design/Plans, GDR and Geotechnical Investigation/Report associated with roadway and bridges, and cost estimates. If the Department determines the tunnels to be feasible based on the GDR and cost estimate, the consultant will develop the Geotechnical Baseline Report in accordance with ASCE *"Geotechnical Baseline Reports for Construction – Suggested Guidelines."*

Task 2 – Final Scope of work to be determined after Task 1

- a) Detailed tunnel design to include electrical and mechanical items associated with the tunnel.
- b) Development of tunnel specifications.
- c) Final roadway and bridge design. Consultant team's role in final design will be determined during the scoping of Task 2.
- d) Determining right of way and environmental footprint associated with construction of the project. Develop ETSA for construction of the project.
- e) Provide input and assistance, as requested, in support of TDOT's development of environmental studies and documents.
- f) Analyze performance of various design elements including traffic operation studies, design, and constructability based on the Contractor involvement and input throughout the CM/GC process until the construction completion date.
- g) Other engineering services as needed for final design and construction of the project. The project under this contract shall be completed and submitted to the Department in accordance with the TDOT Survey Manual, TDOT Geotechnical Manual, TDOT Structural Design Guidelines, TDOT Roadway Design Guidelines, environmental regulations, and the Roadway Design Division's computer aided drafting standards.
- h) Other incidental items as determined by the Department.

Deliverables: Environmental Technical Study Area (ETSA) associated with construction of the project, Final Roadway, Bridge and Tunnel Design/Plans. Specification associated with the tunnels. Other deliverables to be determined.

For additional details regarding the scope of work, please contact Mr. Jeff Blevins, Region 2 Innovative Delivery, at (423) 510-1218 or by e-mail at jeff.blevins@tn.gov.

Minimum Consultant Qualifications

General

- The prime must be TDOT pre-qualified with unlimited status. Any proposed subconsultants must have a minimum qualification status of limited. Consultant teams should review TDOT Consultant Select Policy 301.01 for the contract values allowed under "Limited" status. TDOT 301-01 can be found at: https://www.tn.gov/content/dam/tn/tdot/roadway-design/documents/consultant-information/policy/Policy%20301-01%20Signed%20by%20Commissioner%20Bright_July%2015,%202020.pdf
- The prime firm must have experience delivering design plans on a complex, large-scale project, preferably using alternative delivery methods.

Project Management

- The Project Manager must be an employee of the prime consultant.
- The Project Manager must have a minimum of 15 years' experience leading transportation-related projects.
- Project Manager must have experience delivering design plans on a complex, large-scale project, preferably using alternative delivery methods.
- Project Team must provide an Assistant Project Manager with a minimum of 10 years' experience in leading transportation-related projects.

Tunnels

- The prime firm must have a sustained tunnel engineering practice with a proven track record of successful project delivery. The firm must demonstrate the completion of two (2) projects similar in cost, scale, and complexity to the proposed work.
- The lead tunnel engineer must have a minimum 10 years' experience producing similar tunnel projects and must be a licensed Professional Engineer in Tennessee or licensed within 1 year after award of the contract.
- The tunnel engineers are required to have geotechnical engineering background in design and construction of rock tunneling, slope stability, rock falls, and retaining walls.
- The lead geologist on the Project Team must have a minimum 10 years' experience delivering similar tunnel projects.
- The prime/sub-consultant engineers and/or geologists must have a minimum 10 years' experience managing projects with Acid Producing Material.
- The firm must provide a lead structural/tunneling engineer with a minimum of 10 years' experience in the design of permanent tunnel linings and portals.
- The Project Team must have a proven mechanical mechanical/ventilation design practice with a minimum of 10 years' experience for underground projects.
 - The lead mechanical/ventilation engineer must have a minimum 15 years' experience designing ventilation systems for complex underground projects.
- The Project Team must have a proven electrical (system) design practice with a minimum of 15 years' experience for underground projects.
 - The lead electrical (system) engineer must have a minimum 15 years' experience in design for underground and bridge projects.

Bridges

- The firm must demonstrate the completion of four (4) projects similar in cost, scale, and complexity to the proposed work. Preference may be given to a Project Team with experience on longer spanned (greater than 500') bridges.
- The Project Team shall have demonstrated expertise with longer span bridge designs such as: through-arch, cable stayed, and segmented concrete bridge design.
- The lead bridge engineer must have a minimum 15 years' experience producing complex bridge designs and must be a licensed Professional Engineer in Tennessee or licensed within 1 year after award of the contract.
- Project Team must provide an assistant structural lead with a minimum of 10 years relevant experience.

Prequalification forms and procedures, 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 obtain this information by calling Ms. Chris Smotherman at (615)741-4460 or by email at Christine.Smotherman@tn.gov. Firms interested in prequalifying with the Department of Transportation shall submit appropriate prequalification forms to **Ms. Smotherman**. They must be listed as prequalified by 4:00 PM, Central Time on the due date for the letter of interest package.

The method of payment shall be cost plus fixed fee. The fixed fee shall be determined in accordance with the formula described in TDOT's Policy 301-01, Standard Procurement, Management, and Administration of Engineering and Design Related Services.

Selection Process

Letter of Interest and Proposal Package Schedule

Schedule of Activities	Date	Time (C.T.)
Phase II Proposal submittal	May 20, 2022	4:00 PM
Interview Phase II	Week of June 6-10, 2022	8:00 AM- 5:00 PM
Post final selection	On or before August 31, 2022	4:00 PM

Evaluation Criteria - Phase I

This phase will be eliminated.

Evaluation Criteria - Phase II – Proposal and Interview

Proposal

General Requirements

The Proposal package must not exceed 25 single-sided pages (including the “Title Page” and “Table of Contents” but not including the 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 a Proposal package contains more than 25 pages, only material on the first pages allowed under the limit will be considered. All printing, except for the front cover of the Proposal package and resumes, must be single spaced, Times New Roman, 12-point font. All dimensional information must be shown in English units.

All proposals must be delivered by email with electronically signed documents to jeff.blevins@tn.gov.

The Proposal must include a “Title Page” and “Table of Contents”. The following sections describe specific information that must be included in the Proposal package:

Firms not meeting minimum consultant qualifications, as listed above, will not be invited to the Phase II - Interview.

Section I: Introduction

An introductory letter shall be addressed to Mr. Jeff Blevins, P.E., Region 2 Innovative Delivery. The introductory letter shall be limited to two (2) pages. This introductory letter shall be signed by the contact person for the lead consultant firm and should include his or her address, telephone and fax numbers, and e-mail address along with the following:

- a) An expression of the firm’s interest in being selected for the Project;
- b) Identification of all the sub-consultant firms the lead consultant firm will utilize; and
- c) A confirmation statement of the commitment to use the sub-consultant(s) and key staff personnel identified in the submittal.

Section II: Consultant Experience

This section shall provide a general description of the experience on projects of similar scope and complexity that the lead consultant and each sub-consultant has managed, designed, provided specialized services, and/or constructed. Up to four (4) projects completed within the last ten (10) years may be submitted; however, the firm may choose to provide a single project description. Experience relevant to the Project or projects being discussed that the consultant / subconsultant has gained during the last five (5) years should be highlighted. Cite projects of similar size and scope to that of the advertised Project. Discuss experience in the required disciplines as well as any CM/GC experience.

Section III: Key Personnel and Organization (See Minimum Qualification Section)

This section shall address the qualifications of key staff personnel included in the Project team. This section should explain the firm's ability to meet accelerated schedules and to respond to unanticipated changes without compromising sound engineering practices. Staff's unique qualification to meet the requirements of this proposal should also be discussed. Resumes for key staff members may contain up to four (4) projects and shall be included in the Appendix.

Section IV: Project Understanding and Approach

This section shall provide, at a conceptual level, the consultant's understanding of the design elements and approach to successfully deliver the Project by meeting or exceeding the established Project goals. Describe various types of Tunnels and Bridge Construction that may be applicable to the Project and how they could be employed on the Project and their respective advantages and disadvantages. Also, this section shall include recent evaluation information on TDOT projects, if available. Information on the size of the project and whether it required unlimited status is necessary.

Section V: Project Management and Approach

The objective of this section is to identify an understanding of the management, technical innovation, environmental compliance, maintenance of traffic, scheduling, issues, and risks, as well as the understanding of how the CM/GC process will contribute to the success of the Project, meeting TDOT's goals, and relationships of the team.

Section VI: Appendix

The appendix may contain additional information including but not limited to the TDOT prequalification letter, company brochures, staff resumes, evaluations, other information.

Interview (60 minutes)

The oral interview will be a mandatory part of the selection process. The structure of the oral interview will be as follows:

Presentation (20 minutes)

Summarize the proposal and describe the consultant's ideas and unique resources. This is the part of the interview where the proposer needs to communicate to the selection panel why it should be chosen. What strategies and abilities does the proposer bring to this Project that makes it the best candidate? Limit the presentation to the most critical points of the proposal and focus on what your team can bring to the table and why.

Question and Answer Session with the Selection Panel (40 minutes)

The questions asked in this session will include both standard questions for all proposers and specific questions relative to each proposer’s proposal and presentation. The interview presentation and question/answer scoring will be based on the following criteria:

- a) Project Understanding.
- b) Project Approach and Innovations.
- c) Project Management.
- d) Communication Skills.

Evaluation Criteria - Phase II

Proposal package (50 points):

The Proposal package 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 (5 pts)
- (b) Section 2 – Consultant Experience (15 pts)
- (c) Section 3 – Key Personnel and Organization (15 pts)
- (d) Section 4 – Project Understanding and Approach (10 pts)
- (e) Section 5 – Project Management and Approach (5 pts)

Presentation and Question & Answer with Selection Panel (50 points)

- 1) Presentation & Communication Skills (5 points)
- 2) Project Understanding (5 points)
- 3) Project Approach and Innovations (15 points)
- 4) Project Management. (15 points)
- 5) Question & Answer (10 points)

Following Phase II evaluation, a minimum of three (3) firms* determined by the Consultant Evaluation Committee to be the most highly qualified firms to perform the solicited services will be recommended to the Commissioner in alphabetical order for Phase III evaluation.

*In instances where fewer than three (3) qualified consultants respond with proposals, the Department may proceed with evaluation and selection if it is determined that the solicitation did not contain conditions or requirements that arbitrarily limited competition.

Phase III Evaluation – Final Selection

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.

Post Selection

The Department will negotiate with the firm(s) deemed to be most highly qualified in rank order. Before the invitation of a cost proposal is made, a mutual understanding of the scope of work will be established with the prospective consultant.

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, sex, creed, age, disability, or national origin.

Interested certified Disadvantaged Business Enterprise (DBE) firms as well as other minority-owned and women-owned firms are encouraged to respond to all advertisements by the Department of Transportation. For 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>.

Joseph Galbato III
Interim Commissioner