

**NOTICE TO CONSULTANT ENGINEERS  
REGARDING A REQUEST FOR PROPOSALS**

**September 15, 2021**  
**Amended September 28, 2021**  
**(Construction 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 comprehensive expertise in engineering and design-related services, including **roadway design, drainage design/hydraulics, structural analysis and design, environmental services, and other services** relative to Construction Manager/ General Contractor (CM/GC) projects, as described below.

**Project Description/Scope of Work:**

Provide CM/GC services on various project developments and construction projects, statewide, on an on-call basis. One (1) contract may be awarded. The scope of work may include, but not be limited to, some or all of the following:

- a) The performance of field surveys, roadway design, geotechnical engineering, utility and railroad coordination, environmental services, traffic operation, CPM schedule, construction estimate, and other engineering services for roadway design and construction of any potential CM/GC Project. All projects under this contract shall be completed and submitted to the Department in accordance with the TDOT Survey Manual, TDOT Roadway Design Guidelines, environmental regulations, TDOT's [Standard Specifications](#), TDOT's Construction Inspection Guide; TDOT Structure's Division standard guidance documents, (SMOs); TDOT's Right-of-Way Manual; and TDOT's Transportation Asset Management Plan, (TAMP), and the Roadway Design Division's computer aided drafting standards.
- b) The performance of special drainage studies as necessary to address various drainage/hydraulic issues. Selected firm will be expected to demonstrate a proficiency in hydraulic and drainage regulations and experience.
- c) Detail structural services will include, but not limited to, structural analysis and design, site investigations, surveying, bridge, Accelerated Bridge Construction (ABC) techniques, tunnel and ancillary structures inspection, automated systems, technical services, and preparing detailed contract plans for replacement projects.
- d) The performance of environmental services in various environmental disciplines, including air quality and noise, archaeology, compliance and field services, ecology, hazardous materials, mitigation, historic preservation, NEPA, and permits.
- e) The performance of various design elements, including traffic operation studies and design, and constructability throughout the CM/GC process until the completion construction date of each Project based on the Contractor involvement and input in the design development.

For additional details regarding the scope of work, please contact Ms. Lia Obaid at (615) 426-5711 or by e-mail at [Lia.obaid@tn.gov](mailto:Lia.obaid@tn.gov).

**Method of Payment:**

The method of payment shall be cost plus fixed fee. Due to the uncertainty of (1) the schedule, and (2) the number of staff needed for the project, payment of the fixed fee will be based on the actual labor costs rather than the estimated labor costs used for the basis of the agreement.

Items may be withdrawn if anticipated funding does not become available.

**Schedule and Ceiling:**

The contract term shall run for a period of five (5) years. All services must be completed within this contract term except to the extent that additional time may be needed, as approved by TDOT, to complete a previously issued work order. New work orders will be issued only within the first three years. The maximum total contract dollar amount that may be awarded under this contract is \$25,000,000.

**Deliverables:**

All documentation associated with the CM/GC delivery method and engineering services for the project shall be submitted to TDOT as needed.

**Submission of Proposals:**

Firms may request consideration by submitting a Statement of Qualifications consisting of the following: one electronic copy Form DT-0330 Part II. Section E shall be no more than 12 pages. Section F shall include no more than 4 projects, and at least one of these projects must be a CM/GC project. Proposals shall contain no more than 25 pages including front and back cover. List all subconsultant Section H will not count towards the 25-page limit. These may be submitted electronically to:

**Ms. Lia Obaid, P.E.**  
**Assistant Director**  
**Construction Division**  
**Lia.Obaid@tn.gov**

All Part II of the DT-0330 forms must be received **on or before 4:00 p.m. (Central Time) Wednesday, October 13, 2021**. For additional details regarding this contract, please contact Ms. Lia Obaid at (615) 426.5711 or by email at Lia.Obaid@tn.gov.

All firms must be pre-qualified or have a completed prequalification form filed with the Department by the deadline for the Statement of Qualifications. Additional information, including an example proposal (DT-0330, Part II (Contract Specific Qualifications)) can be found at: <https://www.tn.gov/tdot/business-redirect/consultantinfo/currentads.html>. Interested firms without internet access may obtain this information by calling Ms. Chris Smotherman at (615)741-4460 or Christine.Smotherman@tn.gov. Any sub-consultant shall be one that is prequalified by TDOT to perform the specific tasks required. A pending prequalification status will be acceptable. Please note: New or updated prequalification forms must be received before the deadline for proposals. Please include a valid email address and phone number for the Engineer point-of-contact.

**Evaluation Process:**

**Phase I Evaluation**

This phase will be skipped due to time limitations.

**Phase II Evaluation**

For firms submitting proposals (Part II of the DT-0330 form) during Phase II evaluation, the criteria that will be considered are:

<b>Criteria and Relative Weights</b>	
i. Team capability and work experience (Section C, D, & F of Part II of the DT-0330 form).	35 %
ii. Staff qualification and availability including all key sub-consultants if needed to perform the specific task detailed in the scope of work as described in page 1. (Section E, G, & H of Part II of the DT-0330 form).	40 %
iii. Technical approach (as explained in Section I of Part II of the DT-0330 form).	10 %
iv. Workload capacity, including amount of work under contract with the Design and Construction Divisions. (as explained in Section I of Part II of the DT-0330 form).	5 %
v. Past performance evaluations on CM/GC and ABC Projects.	10 %

Following Phase II evaluation, the three\* firms deemed most qualified for this contract by the Consultant Selection Committee (CSC) will be recommended to the Commissioner in alphabetical order for Phase III evaluation.

\* In instances where only two 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**

From the list of firms determined by the CSC to be the most highly qualified firms to perform the solicited services, the Commissioner will rank the firms in order of preference.

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

Clay Bright  
Commissioner

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