



**STATE OF TENNESSEE
DEPARTMENT OF TRANSPORTATION
DESIGN DIVISION
PRODUCTION SUPPORT
SUITE 1200, JAMES K. POLK BUILDING
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WILL REID
COMMISSIONER

BILL LEE
GOVERNOR

INSTRUCTIONAL BULLETIN NO. 25-11

Regarding Turn-In Dates & Letting Schedules

Attached to this bulletin is the updated 2026 Letting Schedule, which includes a chart outlining key dates and deadlines for various activities. See the Project Delivery Network and Chapter 1 of the Roadway Design Guidelines – PDN for turn-in and scheduling information.

Katherine Jennifer Lloyd

Director Jennifer Lloyd, PE
Design Division

KJL: LHC: WKA: DS
October 31, 2025

2026 LETTINGS

LETTING DATE	ROW / UTILITY CERTIFICATION REQUEST DATE	DEADLINE TO TURN-IN to QA TEAM	GO / NO-GO DECISION DATE	DEADLINE TO TURN-IN to HQ CONSTRUCTION	FIRST LETTING MEETING TIME	ALL NECESSARY DOCUMENTS TO PROGRAM OPERATIONS	AUTHORIZATION REQUESTS DUE TO FHWA	DRAFT NOTICE	FINAL NOTICE TO CONTRACTORS RELEASED
2/6/2026	11/7/2025	11/12/2025	11/25/2025	11/26/2025	12/5/2025 1:00 PM	12/23/2025	12/30/2025	12/31/2025	1/9/2026
3/20/2026	12/19/2025	12/23/2025	1/6/2026	1/7/2026	1/16/2026 10:00 AM	2/3/2026	2/10/2026	2/12/2026	2/20/2026
5/8/2026	2/6/2026	2/11/2026	2/24/2026	2/25/2026	3/5/2026 10:30 AM	3/24/2026	3/31/2026	4/2/2026	4/10/2026
6/26/2026	3/27/2026	4/1/2026	4/14/2026	4/15/2026	4/23/2026 9:00 AM	5/12/2026	5/19/2026	5/21/2026	5/29/2026
8/14/2026	5/15/2026	5/20/2026	6/2/2026	6/3/2026	6/11/2026 9:00 AM	6/30/2026	7/7/2026	7/9/2026	7/17/2026
10/2/2026	7/2/2026	7/8/2026	7/21/2026	7/22/2026	7/30/2026 9:00 AM	8/18/2026	8/25/2026	8/27/2026	9/4/2026
12/4/2026	9/4/2026	9/9/2026	9/22/2026	9/23/2026	10/1/2026 9:00 AM	10/20/2026	10/27/2026	10/29/2026	11/6/2026

ROW / UTILITY CERTIFICATION REQUEST DATE IS 13 WEEKS PRIOR TO LETTING DATE WHICH IS DATE THAT PROJECT OR PROGRAM MANAGERS WILL REQUEST ROW / UTILITY CERTIFICATIONS FOR THEIR PROJECTS.

QA TEAM DEADLINE TURN-IN DATE: PM AND DESIGN LEAD NOTIFY QA TEAM THAT ALL APPLICABLE DELIVERABLES ARE READY AND AVAILABLE AT SPECIFIED LOCATION. PM AND DESIGN LEAD NOTIFY QA TEAM OF PROJECT READINESS A MINIMUM OF 2 WEEKS PRIOR TO HQ CONSTRUCTION TURN-IN DEADLINE.

GO / NO-GO DECISION DATE IS 1 DAY PRIOR TO TURN-IN DATE: PLANS, ESTIMATE, RIGHT-OF-WAY CERTIFICATION, UTILITY CERTIFICATION, R/R AGREEMENT (IF APPLICABLE), ENVIRONMENTAL APPROVAL AND STIP/TIP APPROVAL NECESSARY OR PROJECT MUST BE MOVED

HQ CONSTRUCTION DEADLINE TURN-IN DATE: PRECONSTRUCTION REGION TRANSPORTATION ENGINEER NOTIFIES HQ CONSTRUCTION OF ALL REGIONAL PROJECTS READY FOR LETTING 10.5 WEEKS PRIOR TO LETTING DATE.

FIRST LETTING MEETING IS APPROXIMATELY 5 WEEKS PRIOR TO NOTICE RELEASE

DRAFT NOTICE IS APPROXIMATELY 1 WEEK PRIOR TO NOTICE RELEASE

ALL NECESSARY DOCUMENTS TO PROGRAM OPERATIONS MEANS: PLANS, ESTIMATE, RIGHT-OF-WAY CERTIFICATION, UTILITY CERTIFICATION, R/R AGREEMENT (IF APPLICABLE), ENVIRONMENTAL APPROVAL AND STIP/TIP APPROVAL

AUTHORIZATION REQUESTS DUE TO FHWA 8 BUSINESS DAYS PRIOR TO RELEASE OF FINAL NOTICE TO CONTRACTORS