

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

**December 19, 2025**  
**Revised January 28, 2026**  
**(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 **Transportation Systems Mgmt. & Operations services** as described below. The method of payment shall be lump sum / cost plus fixed fee as determined in the applicable work order. Fixed fee is calculated using the following formula: Fixed fee = (Direct salary + Overhead based on the most recently approved field and/or office indirect cost rate) x (fixed fee rate as determined by the Fixed Fee Calculator). 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Items may be withdrawn if anticipated funding does not become available.

**Item No. 1**

**Project Description and Location:**

Provide On-Call Transportation Systems Mgmt. & Operations services on various TDOT projects, Statewide (three contracts).

**Schedule and Ceiling:**

The awarded contract(s) shall run for a period of five (5) years, and all services must be completed within this contract term except as additional time may be needed to complete a previously issued work order. The maximum dollar amount for each contract awarded under this advertisement shall not exceed \$9,000,000.00 in total. The base amount for any awarded contract will be set at \$1,000,000.00 and may be increased by an agreed upon supplement.

**Scope of Services:**

The consultant may be requested to perform professional engineering services related to Transportation Systems Management & Operations (TSM&O) planning, including but not limited to freeway and arterial management studies, integrated corridor and freight studies, transit and road diet analyses, and associated modeling and visualization tasks.

The consultant may also be requested to perform professional engineering services related to Intelligent Transportation System (ITS) design, including system engineering analysis, ITS architecture maintenance, development and design of ITS expansion, upgrade, and relocation projects, preparation of project-specific specifications and estimates, construction submittal and RFI reviews, and engineering design for the deployment and integration of software. Project plan development may include

communication network design, power design, device layout, and all information required for environmental approval, permitting, and utility coordination.

Additional professional engineering services may include GIS applications; studies involving connected and autonomous vehicle technologies and electric vehicle infrastructure; economic and emissions analyses; and the development or revision of engineering manuals, guidelines, and standard drawings.

The consultant may further provide engineering-related support such as assistance with grant proposals, training for TDOT staff, updates to TSMO program and service layer plans, development of strategic project plans, and guidance or training related to traffic incident management, work zones, and MUTCD signage and pavement markings.

When applicable in the scope of services, a consultant may assist in evaluating certain goods and services and making recommendations to the State under the services provided. Under no circumstances may a professional services contract be utilized to procure goods, services, or assets for use by the State that are not project related and/or required for the performance of engineering and design related services, including software and hardware.

When support services are anticipated in the performance of a consultant contract, they may include providing the appropriate level of staff as outlined by disciplines defined in scopes of services generated under this contract. It is expected that the scope of work for these future work orders may require the selected consultant to make some of their staff available on-site within TDOT Headquarters and/or the regional offices as required.

Technical requirements in applicable standards, specifications, and policies must be satisfied in the performance of this contract. These include, but are not limited to: TDOT's [Design Guidelines](#), TDOT's [Project Delivery Network \(PDN\)](#), TDOT's [Drainage Manual](#), TDOT's [Instructional Bulletins](#), TDOT's [Traffic Memorandums](#), TDOT's [Standard Drawings](#), TDOT's [ITS Project Development](#), TDOT's [Design-Build Standard Guidance](#); TDOT [Structural Design Guidelines](#), TDOT's [Right-of-Way Manual](#), TDOT's [Standard Specifications](#), TDOT's [Construction Circular Letters](#), TDOT's [Standard Operating Procedures](#), TDOT's Field Operations Training, [Construction Special Provisions](#), [National Pollutant Discharge Elimination System \(NPDES\) Permit, Manual on Uniform Traffic Control Devices \(MUTCD\)](#), [Occupational Safety and Health Administration](#), Contractor Employee Safety and Health Program, and TDOT Policy 355-01 (Approval of Construction Change Orders and Force Account Work).

Firms may request consideration by submitting a proposal. All proposals must be submitted electronically (PDF format) to [TDOT.PSAdvertisements@tn.gov](mailto:TDOT.PSAdvertisements@tn.gov) with "Traffic Operations TSMO On-Call" in the subject line of the email.

Questions regarding this advertisement must be submitted no later than **3:00 p.m. (Central Time) on January 26, 2026** with "**Traffic Operations TSMO On-Call**" in the subject line of the email.

All proposals must be received on or before **4:30 p.m. (Central Time) February 2, 2026**. For additional details regarding this project, please contact **Chasity Bell** by phone at **(615) 664-9515**. All firms must be pre-qualified or have a completed prequalification form filed with the Department by the first submission deadline. Any sub-consultant shall be one that is prequalified by TDOT to perform the specific tasks required. Prequalification procedures, example letter of interest, list of prequalified firms and DBE's, TDOT's standard procurement policy, and additional information, including the Prequalification Form ([DT-0330, Part 1](#)), can be found at: [Consultant Information \(tn.gov\)](#). A pending prequalification status will be acceptable. **Please include a valid email address and phone number for the point-of-contact.**

**Evaluation Process**

**Phase I Evaluation**

This phase will be eliminated for this advertisement.

**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 (Sections C, D, & E).   | 35%  |
| ii. Workload capacity; including amount of work under contract with the Traffic Operations Division, if any. | 20 % |
| iii. Staff qualification and availability (Section I: Staffing/Certification Matrix).                        | 25%  |
| iv. Past performance evaluations on TDOT Projects, if available.   | 20%  |

Following Phase II evaluation, a number of firms no less than two\* greater than the number of contracts being awarded, and that are deemed most qualified by the Consultant Evaluation Committee (CEC) will be recommended to the Commissioner for each Item listed above in alphabetical order for Phase III evaluation.

\* In instances where less than the minimum required number of qualified consultants respond with proposals, or where the evaluated proposals do not result in a sufficient number of qualified firms, 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 CEC to be the most highly qualified firms to perform the solicited services, the Commissioner will rank the firms in order of preference for each item .

### **Post Selection**

TDOT will then 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 and all technical and administrative requirements of the proposed undertaking will be established with the prospective consultant. This may be done by conference, phone, or correspondence as determined appropriate by TDOT. Instructions will be given regarding the method of compensation and the documentation needed to justify the proposed compensation.

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 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 or the following website:

<https://www.tn.gov/tdot/civil-rights/small-business-development-program.html>.

Will Reid, P.E.  
Commissioner

WWR/AB/CC