

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

**June 3, 2026  
Asset Management Division**

The Tennessee Department of Transportation (TDOT), an Equal Opportunity/Affirmative Action Employer, seeks to retain the services of a professional engineering consulting firm to provide expertise in **Transportation Asset Management Engineering and Technical Support Services** as described below. The method of payment shall be **lump sum / cost plus fixed fee**. 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Items may be withdrawn if anticipated funding does not become available.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 **Transportation Asset Management Engineering and Technical Support Services** to support the Asset Management Division (AMD) in the implementation, advancement, and continuous improvement of a comprehensive, statewide, Transportation Asset Management (TAM) Program through engineering-based asset management practices, lifecycle planning, performance management, risk-informed decision-making, and technical support for TDOT's transportation infrastructure assets and supporting systems.

This project is funded entirely with state funds and does not include any federal funding.

**Scope of Services:**

Services shall include, but not be limited to, providing engineering, technical, advisory, analytical, and facilitation support to assist TDOT in implementing and advancing a comprehensive, enterprise-wide Transportation Asset Management (TAM) Program. The Consultant shall provide specialized expertise, technical analysis, training, governance support, and decision-support tools to necessary to advance data-driven, performance-based, lifecycle-oriented, and risk-informed transportation asset management practices across TDOT's transportation infrastructure assets and support systems.

The Consultant's role shall primarily focus on engineering-related technical services, analysis, facilitation, tool development, and implementation support associated with transportation asset management practices, infrastructure lifecycle planning, asset performance management, risk-informed investment decision-making, and supporting technical systems. Operational execution and final policy adoption shall remain under TDOT authority and coordination.

Consultants shall clearly identify the services which they are qualified and intend to support. This may include support across TDOT's physical infrastructure assets, transportation data systems, and organizational change management initiatives, including but not limited to the following items:

- Asset inventory validation, hierarchy development, and data integration planning;
- Development of performance management frameworks, levels of service, and key performance indicators;
- Lifecycle management strategies, deterioration modeling, and lifecycle cost analysis (LCCA);
- Risk identification, risk management framework development, and resilience planning integration;
- Financial planning and investment prioritization strategies aligned with statewide programming and federal requirements;
- Development of TAM governance frameworks, technical procedures, performance measures, and training programs supporting implementation of TAM practices;
- Monitoring, evaluation, benchmarking continuous improvement processes;
- Implementing and integrating enterprise asset management systems;
- Transportation asset data governance and integration strategies supporting lifecycle planning, asset performance monitoring, and infrastructure investment decision-making ;
- Performance dashboards, reporting tools, and technical decision-support prototypes to support transportation asset condition, performance, and investment prioritization; and
- Organizational implementation support, stakeholder coordination, and implementation tracking necessary to support adoption of transportation asset management practices;
- Specification support to support efficient and effective network level asset data collection;
- Transportation Asset Management Plan (TAMP) development and updating;
- FHWA-based TAM Consistency Determination support.

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 [Drainage Manual](#), TDOT's [Instructional Bulletins](#), TDOT's [Standard Drawings](#), 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 **Bryan A. Williams** with “**TAM Engineering & Technical Support Services – Firm Name**” in the subject line of the email.

	Deadline
Primary Contact: Bryan A. Williams	<a href="mailto:TDOT.PSAdvertisements@tn.gov">TDOT.PSAdvertisements@tn.gov</a> (615) 253-3997
Pre-Submittal Meeting*	June 11, 2026 1:00 pm – 3:00 pm (CST) William R. Snodgrass Tennessee Tower, 3 <sup>rd</sup> Floor Conference Rooms (A & C) 312 Rosa L. Parks Avenue Nashville, TN 37243
Questions	June 23, 2026, 3:00 pm (CST)
Request for Proposals	June 30, 2026, 3:00 pm (CST)
Phase II Selection Results	July 24, 2026 (Anticipated)
Requests for Proposals	Determined at Notice of Selection

\*The pre-submittal meeting will be mandatory for consultants submitting as the prime for this advertisement. During this meeting, TDOT will provide information regarding the project delivery goals, anticipated scope, and potential risks. There is no limitation on the number of participants. This presentation will be recorded, and participants will be provided with the opportunity to ask questions during the allotted time. Any information provided by TDOT shall be considered as informational only and is subject to change. The presentation and a list of attendees, including contact information, will be posted to the Professional Services webpage following the meeting.

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, 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 Consultant's 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>Technical Proposal: Evaluation Criteria and Relative Weights (50 pts)</b>	
i. Team organizational chart, capabilities and work experience (Sections C, D, & E).	25 %
ii. Past work experience in the required disciplines (Sections F & G).	20 %
iii. Technical approach for the following items (as explained in Section I). a. Physical Infrastructure Asset Mgmt. b. Transportation Data Systems Assessment c. Data Governance and Integration d. Performance Reporting and Decision Support e. Training and Capacity Building for Data Systems f. Organizational Change Management	35 %
iv. Oral Interview (see part a. below)	20 %

- a. All teams submitting proposals will be scheduled for an oral interview in Nashville the week of **July 6, 2026**, which will be a mandatory part of the selection process. Interview teams will be expected to have the primary members of the prime and subconsultant teams present; team attendees shall be limited to five (5) members total. The structure of the oral interview will be as follows:

1) Presentation (45 minutes)

Consultants should be prepared to clearly articulate their understanding of the request for services while communicating their strategic approach to supporting TDOT's Asset Management Division (AMD) in implementing and institutionalizing a comprehensive, enterprise-wide Transportation Asset Management (TAM) Program. The presentation should highlight the firm's core strengths, technical expertise, and unique resources, including key personnel and their relevant experience in asset management, lifecycle planning, financial forecasting, risk management, EAMS implementation and support, data governance, change management, and performance management.

This portion of the interview provides the Consultant an opportunity to demonstrate why they are uniquely qualified to support TDOT's AMD. The Consultant should clearly communicate its understanding of TDOT's asset management goals, its approach to integrating physical and data infrastructure strategies, and how it will help institutionalize performance-based, risk-informed, and financially sustainable decision-making practices across the Department.

Consultants should focus on these items:

- Their approach to implementing lifecycle-based asset management strategies across multiple asset classes;
- Experience developing performance management frameworks, levels of service, and KPIs aligned with federal and state requirements;
- Demonstrated expertise in lifecycle planning, financial planning, funding gap analysis, and investment prioritization;
- Experience building risk-informed planning and resilience frameworks;
- Capabilities in enterprise data integration, governance frameworks, dashboard development, and decision-support tools;
- Experience implementing and integrating enterprise asset management systems;
- Organizational change management and governance strategies to institutionalize asset management practices statewide;
- The qualifications and complementary strengths of key personnel assigned to the project.

The presentation should emphasize the most critical and differentiating aspects of the Consultant's proposal and clearly explain what sets their team apart, how they will add measurable value to TDOT, and why they are the best candidate to advance and institutionalize TDOT's Asset Management Program.

2) Question and Answer Session with the Selection Panel (30 minutes)

The questions asked in this session will include both standard questions for all proposers and specific questions relative to each Consultant's proposal and presentation.

The interview presentation and question/answer scoring will each account for 50% of the total Oral Interview score and be based on the following criteria:

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

Section E shall be no more than **10** pages. Section F shall include no more than **10** projects. The proposal package shall contain no more than **20** pages. Proposals shall include page numbering for all sheets. Section breaks, table of contents, and cover sheets, including front and back cover, will not count towards the page limit. Section H will not count toward the page limit.

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. 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>.

Will Reid, P.E.  
Commissioner

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