

# NOTICE TO CONSULTANT ENGINEERS REGARDING A REQUEST FOR LETTERS OF INTEREST

April 24, 2026

(Design Division)

On-Call Engineering Services for Photogrammetry and Remote Sensing - Subsurface Utility Engineering (SUE)  
Statewide LOI

## Responses to questions/comments

April 30, 2026

---

**Q1:** We are not an engineering firm but a geospatial firm (surveying and mapping). We provide the remote sensing and SUE services required by this contract and are confident we can provide the required services. Do responding firms have to be engineering firms?

**A1:** They must have a licensed Professional Engineer on staff, be prequalified to perform Subsurface Utility Engineering (SUE), and meet the minimum requirements outlined beginning on page 66 of the SUE Manual referenced in the advertisement.

**Q2:** Can responding firms submit to provide only Item No.1 or Item No.2 services, or is it required that all services be provided by the contractor?

**A2:** They can respond to as few or as many Items on the advertisements that they want.

**Q3:** Is there a page limit for the letter of interest submission?

**A3:** There is no page limit for the submission.

**Q4:** If we are currently prequalified to perform the utility discipline U03: Subsurface Utility Engineering (SUE), must we submit the DT-0330, Part I along with our letter of interest?

**A4:** Phase I only requires submission of the Letter of Intent. No additional documents should be submitted.

**Q5:** Is there a particular format for the letter of interest (page limit, font size, margin size, page numbering, etc.)?

**A5:** No, there is not a page limit. We ask that the font size is no smaller than 12.

**Q6:** What elements should the letter of interest contain? The evaluation criteria?

- a) Firm Overview: summary of the firm and its capabilities relevant to this project.
- b) Project Fit: A short explanation of what makes the firm uniquely qualified for this work.
- c) Qualification Type: Unlimited

**A6:** You should include criteria a, b, and c in the Letter of Interest.

**Q7:** What is the ADVERTISEMENT ITEM NUMBER to be used for this opportunity when completing form DT-0330, Part II, Section A, Block 1?

**A7:** Item 1 would be the advertisement item number for that opportunity.

**Q8:** When are the Prequalification Statements due?

**A8:** May 4, 2026

**Q9:** Is this category covered under our survey prequalification: on-call engineering services for photogrammetry and remote sensing?

**A9:** It is our understanding that both items are listed as prequalification items with TDOT. A firm must have this prequalification status to respond to the advertisement entitled “On-Call Engineering Services for Photogrammetry and Remote Sensing-Subsurface Utility Engineering (SUE) - Statewide LOI.”

**Q10:** At this stage, are you simply looking for a Letter of interest indicating that we would like to submit a Part II? Should anything be included with our LOI?

**A10:** Phase I only requires submission of the Letter of Intent. No additional documents should be submitted. It should include the firm overview, project fit and qualification, the description of each criterion is found on page 3 of the advertisement.

**Q11:** Does Aerial Photogrammetry and SUE under their OWN category or do they roll up under Surveying?

**A11:** There is an advertisement Item for both Photogrammetry and SUE under the “On-Call Engineering Services for Photogrammetry and Remote Sensing-Subsurface Utility Engineering (SUE) - Statewide LOI”. These items are also potential scope of work items under the “On-Call Engineering Services for Field Surveying - Regions 1-4 LOI” as well.