

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

March 5, 2026

**REVISED: March 20, 2026**

**(Project Management Division)**

The Tennessee Department of Transportation (TDOT) seeks to retain the services of professional engineering consulting firms to provide expertise in **engineering services** as described below. The method of payment shall be **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Items may be withdrawn if anticipated funding does not become available.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 **project specific engineering services I-40 Interchange at SR-136, LM 19.85 (Exit 287) (TMA); Putnam County** .

This project includes federal funding.

**Schedule and Ceiling:**

The tentative plans and estimate turn-in date is the Summer 2031. While the completion date has yet to be determined, plans development shall begin immediately after this contract is finalized and will continue into construction. ROW is scheduled for FY2029; Construction is scheduled for FY 2032.

**Scope of Services:**

Shall include, but not be limited to, the provision of Survey, Roadway, Signal, Lighting, and Structural Design services, as well as Traffic and Engineering Concepts, Project Management, Safety Analysis, Geotechnical Services, Utilities Coordination, ROW Acquisition, and Environmental Services.

**[Click Here to Access Project Website](#)**

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 [Structural Design Guidelines](#), TDOT’s [Right-of-Way Manual](#), TDOT’s [Standard Specifications](#), 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](#), [Project Delivery Network](#) .

Firms may request consideration by submitting a letter of interest. All letters of interest must be submitted electronically (PDF format) to **Bryan A. Williams** with “**I-40 Interchange LOI – Your 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*	March 20, 2026 10:00 am – 12:00 pm (EST) TDOT Region 2 Auditorium Bldg. A 7512 Volkswagen Dr. Chattanooga, TN 37416
Questions	April 2, 2026, 4:00 pm (CST)
Letter of Interest	April 7, 2026, 4:00 pm (CST)
Phase I Selection Results	April 24, 2026 (Anticipated)
Requests for Proposals	Provided at Phase I Selection

\*The pre-submittal meeting will be mandatory for consultants submitting as the prime on any of the Items. 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. **The letter of interest shall not specifically identify sub-consultant(s) but rather indicate the scope of services anticipated to be completed by any sub-consultants.** 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 I](#)), 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

The Department will evaluate the **current prequalification statements** (DT-0330 Part I) on file and the letters of interest and choose firms who would make viable candidates from which to invite proposals. The factors that will be considered in the Phase I evaluation will include:

- 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

### 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:

Criteria and Relative Weights	
i. Team capability and work experience (Sections C, D, E, F, & G).	25%
ii. Technical approach (as explained in Section I).	30%
iii. Amount of work under contract with TDOT, if applicable and on file with TDOT.	10%
iv. Oral interview. (See note a. below)	35%

- a. All teams submitting proposals will be scheduled for an oral interview in Chattanooga the week of **June 1, 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 in total. The structure of the oral interview will be as follows:

#### 1) Presentation (30 minutes)

Summarize the proposal and describe the consultant's ideas and unique resources, including key personnel and their respective experience working on a complex interchange project. This is the part of the interview where the proposer needs to communicate to the selection panel why it should be chosen. What strategies and abilities does the proposer bring to this work that makes it the best candidate? Limit the presentation to the most critical points of the proposal and focus on what your team can bring to the table and why.

#### 2) Question and Answer Session with the Selection Panel (15 minutes)

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

The interview presentation and question/answer scoring will each account for 50% of the Oral Interview total scoring 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 **8** projects. The proposal package shall contain no more than **30** pages including front and back cover. Section H will not count toward the **30**-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 or the following website:

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

Will Reid, P.E.  
Commissioner

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