

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

**July 27, 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 **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Items may be withdrawn if anticipated funding does not become available.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 **project specific engineering** services SR-11 (US 31A/41A) From Near Sunset Road to Near Burkitt Road in Nolensville (PIN 133919.00) Williamson County.

Schedule

The tentative plans and estimate turn-in date is set for 9/29/2035 with the earliest letting date of 12/10/2035. While the completion date has yet to be determined, plans development shall begin immediately after this contract is finalized and will continue into construction.

This project is funded with state and federal funds.

Scope of Services:

Shall include but not be limited to, the provision of Concept, Survey, Roadway, Signal, and Lighting design, Traffic and Safety Analysis, and Geotechnical services for the widening of SR-11 from Sunset Road to Burkitt Road in Williamson County.

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 should request consideration by electronically submitting a PDF packet to **TDOT.PSAdvertisements@tn.gov** with “CPM015 – Firm Name” in the subject line of the email.

	Deadline
Primary Contact: Charity Cox	TDOT.PSAdvertisements@tn.gov (615) 253-3997
Questions	August 12, 2026, 4:00 pm (CST)
Request for Qualifications	August 27, 2026, 4:00 pm (CST)
Phase I Selection Results	October 2, 2026(Anticipated)
Requests for Proposals	Determined at Notice of Selection

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, 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 Professional Services division will review **current prequalification status** to determine if consultants are eligible for the advertised work. Once that determination is made, the TDOT division advertising for the work will review the Phase I submittals and choose firms who would make viable candidates from which to invite Phase II proposals.

Phase I submittals shall be no more than three (3) pages maximum. TDOT's expectation is that the Phase I submittal will show how the consultant is qualified for this specific body of work.

The Phase I submittals shall not specifically identify sub-consultants but rather indicate the scope of services anticipated to be completed by any sub-consultants.

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 the advertised project. Submittals should also note any specific professional credentials, certifications, and/or specialize training that the firm has if noted in the scope of services.

b) **Project Fit:** An explanation of what makes the firm uniquely qualified for this work. The explanation should include details and approach to this specific project as well as previous work that is similar in nature.

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 of Part II of DT-0330 form)	20%
ii.	Relevant Project Experience (Sections F & G of Part II of DT-0330 form)	35 %
iii.	Identifying and mitigating risks for suburban widening projects w/ ROW constraints (Section I of Part II of DT-0330 form)	35%
iv.	Workload capacity: Amount of work under contract with TDOT.	5 %
v.	Past performance evaluations on Roadway Projects, if available.	5 %

Section E shall be no more than **20** pages. Section F shall include no more than **10** projects. The proposal package shall contain no more than **40** pages including front and back cover. Section H will not count toward the **40-** 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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