CITY OF OAK RIDGE, TENNESSEE

REQUEST FOR LETTERS OF INTEREST AND STATEMENTS OF QUALIFICATIONS
from
PROFESSIONAL CONSULTANT ENGINEERING FIRMS
for the
OAK RIDGE SIGNAL TIMING OPTIMIZATION PROGRAM
PHASE II

The City of Oak Ridge (City), Tennessee, an Equal Opportunity, Affirmative Action Employer, is seeking letters of interest from professional consultant engineering firms to provide services related to the design and construction of Phase II of the Oak Ridge Signal Timing Optimization Program. This project, which is located along SR-95 (Oak Ridge Turnpike), is funded by a Tennessee Department of Transportation (TDOT) CMAQ Grant.

The project shall be accomplished in accordance with the TDOT approved application. The limits of the project are, generally, from SR-62 (Illinois Avenue) east to the intersection of SR-95 (Oak Ridge Turnpike) and Florida Avenue/Fairbanks Avenue, totaling approximately 2.7 miles. The project is anticipated to include the installation of advanced traffic controllers at eleven (11) intersections, the installation of aerial and underground fiber optic cable to connect fourteen (14) signals within the City’s existing fiber network, the replacement of loop detectors with radar vehicle detection, and the establishment of a traffic operations center to be located at the City’s Central Services Complex. No Rights of Way acquisition is anticipated.

The professional consultant engineering firm and any sub consultants must be qualified as a TDOT pre-approved firm and must have unlimited status. All work must be performed in accordance with the TDOT document entitled, Local Government Guidelines for the Management of Federal and State Funded Projects.

Responsibilities of the professional consultant engineering firm include, but are not limited to, the following items:

- Provide field survey services of the project area.
- Provide engineering design services to prepare plans and specifications.
- Prepare itemized estimate of probable cost using TDOT item numbers.
- Provide engineering services to prepare construction manuals and bid documents.
- Coordination and participation in public meetings with stakeholders.
- Prepare bid notice.
- Permit submittal for review and approval to TDOT.
- Utility submittal for review and approval to TDOT.
- Assist City in evaluation of bids and recommendation for contract award.
- Contract administration and presence at project meetings.
- Any other services needed to complete the NEPA, design, bidding, and construction of the project.

Consultant selection for this project will consist of two (2) phases.

The first (1st) phase will be the review of letters of interest. The City is requesting that any firm interested in this work submit a brief letter expressing their interest, along with a summary of their qualifications. The letter should state what experience the firm has with TDOT Local Programs projects, a brief summary of qualifications of key staff that would be assigned to the project, and explain applicable experience and specialized expertise in Intelligent Transportation Systems (ITS) and Advance Signal Control Technology, and signal design.

Letters of interest should be returned by 4:00 P.M. on Monday, December 31, 2018.
Please submit letters to:

City of Oak Ridge
Attention: Roger Flynn, P.E., City Engineer
P.O. Box 1
The City of Oak Ridge will evaluate the submitted letters of interest and qualifications, and choose three (3) qualified firms who would make viable candidates from which to invite proposals and/or presentations.

The second (2nd) phase of the consultant selection will consist of evaluation of proposals and/or qualifications based on the following criteria:

- Technical approach and project understanding (15%)
- Past experience in management of projects funded by TDOT grants and compliance with the requirements of the TDOT Local Projects Guidelines Manual (15%)
- Past experience specific to design of advanced traffic signal control systems, construction of fiber optic systems and expertise in Intelligent Transportation Systems (10%)
- Qualification and availability of staff and demonstrated ability to meet schedule without compromising sound engineering practice (15%)
- Evaluation of prior projects and experience with the City of Oak Ridge and specific to Oak Ridges’ traffic signal system (35%)
- Evaluations on prior projects with TDOT and other clients, if available (10%)

Interested consultants should know this is the second of two (2) projects for improvements along SR-95. Both are being funded by TDOT grants administrated by the Local Programs District Office. The first project is a Multimodal Conductivity Improvement project that includes sidewalk, crosswalk and handicap ramp construction. Since each project affects the other, the design consultant for both projects will be required to coordinate efforts. The design for each project should take place during calendar year 2019, with construction for both projects taking place simultaneously in 2020.

Compensation for the contract will be provided for each task identified as necessary to complete all services up to, but not including, CEI services. Compensation per task will be a lump sum that is not to exceed contract amount.

The application map submitted to TDOT, which contains specific locations for the improvements, can be viewed at http://www.oakridgetn.gov/department/Finance/content.aspx?article=1964. Questions concerning this solicitation shall be submitted to Roger Flynn, P.E., City Engineer, at rflynn@oakridgetn.gov.

Prequalification procedures, example letter of interest, list of pre-qualified firms and certified DBE companies, TDOT standard procurement policy, and additional information can be found at www.tn.gov/tdot under the appropriate department pages and in the TDOT Local Programs Guide at www.tn.gov/content/dam/tn/tdot/programdevelopment/localprograms/documents-and-forms/LGG_Manual.pdf

This project is classified as defined in Section 3.1.1 and Attachment A of Form 1-2 of the TDOT Local Programs Guide as mid-range. The City is required by Section 1.6 VIII of the TDOT Local Programs Guide to have a separate consultant provide CEI services during construction. In the future, after design and prior to construction, the City will issue a separate request for proposals from engineering consultant firms to provide CEI services.

Evaluation proceedings will be conducted within the established guidelines regarding equal employment opportunity and nondiscriminatory action based upon the grounds of race, color, sex, creed or national origin. Interested certified Disadvantaged Business Enterprise (DBE) firms, as well as other minority-owned and women-owned firms, are encouraged to respond to all advertisements by the City of Oak Ridge. For more information on DBE certification, please contact Mr. David Neese at (615) 741-3681 or by email: david.neese@tn.gov. Details and instructions for DBE certification can be found at www.tn.gov/tdot/topics/small-business.