



**CITY OF OAK RIDGE, TENNESSEE**

**REQUEST FOR LETTERS OF INTEREST AND STATEMENTS OF QUALIFICATIONS**

**from**

**PROFESSIONAL CONSULTANT ENGINEERING FIRMS**

**For**

**CONSTRUCTION ENGINEERING INSPECTION (CEI) SERVICES**

**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 for Construction Engineering and Inspection (CEI) for 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 (PIN # 127949).

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.

The professional consultant engineering firm and any sub consultants must be qualified as a TDOT pre-approved firm. 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:

- Pre-construction and Pre Erosion Conference
- Project Administration
- Project meeting(s) as needed
- Monitor and Participate in Utility Coordination
- Monitor and Prepare any Supplemental Agreements and/or Construction Change Orders
- Monitor construction materials brought on site and inspect to confirm compliance with specifications and approved shop drawings
- Respond to RFI's during construction
- Quality Assurance and material testing
- Progress Payments and quantity verification
- Construction Inspection
- Monitor and verify Contractor's certified payroll, employee interviews and contract compliance
- Reports as required by TDOT Final records

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

The first (1<sup>st</sup>) 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 Traffic Signal construction.

Letters of interest should be returned by 4:00 P.M. on Thursday May 20, 2021.

Please submit letters to:

City of Oak Ridge  
Attention: Roger Flynn, P.E., City Engineer  
P.O. Box 1  
Oak Ridge, TN 37831-0001

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 (2<sup>nd</sup>) phase of the selection for a consultant to provide CEI services will consist of evaluation of proposals and/or qualifications based on the following criteria:

- Ability to provide field inspector(s) certified in the applicable TDOT certification workshops listed on page 2 section 4 of the TDOT Proposed Scope of Work – CEI available at: <https://www.tn.gov/content/dam/tn/tdot/documents/ceiscope.pdf> (10%)
- Past experience in inspection and management of projects funded by TDOT grants and compliance with the requirements of the TDOT Local Projects Guidelines Manual (25%)
- Past experience specific to construction of advanced traffic signal control systems, construction of fiber optic systems and expertise in Intelligent Transportation Systems (20%)
- Past experience providing CEI services on project(s) where multiple contracts and contractors worked at the same time and same location (10%)
- Qualification and availability of staff and demonstrated ability to meet schedule without compromising quality of services (15%)
- Evaluation of prior projects and experience with the City of Oak Ridge (10%)
- 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 (PIN # 123637) that includes sidewalk, crosswalk and handicap ramp construction. Both projects are currently in the design phase. It is the City's intention to construct both projects simultaneously. Since each project affects the other consultants for both projects will be required to coordinate efforts. Bid letting for both projects is anticipated during summer of 2021 with construction commencing in fall of 2021. Construction is anticipated to take nine (9) to twelve (12) months. A contract for CEI services will not be executed until after receipt of notice to proceed from TDOT. Compensation for the contract will be provided for each task identified as necessary to complete all services. Compensation per task will be a lump sum that is not to exceed.

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.

The application map submitted to TDOT, which contains specific locations for the improvements, can be viewed at [www.oakridgetn.gov](http://www.oakridgetn.gov) > online services > online bid requests. Questions concerning this solicitation shall be submitted to Roger Flynn, P.E., City Engineer, at [rflynn@oakridgetn.gov](mailto: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](http://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](http://www.tn.gov/content/dam/tn/tdot/programdevelopment/localprograms/documents-and-forms/LGG_Manual.pdf)

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](mailto:david.neese@tn.gov). Details and instructions for DBE certification can be found at [www.tn.gov/tdot/topics/small-business](http://www.tn.gov/tdot/topics/small-business).