

**NOTICE TO CONSULTANT ENGINEERS  
REGARDING A REQUEST FOR LETTERS OF INTEREST  
(Roadway Design Division)**

**March 3, 2022**

The Tennessee Department of Transportation (TDOT), an Equal Opportunity and Affirmative Action Employer, seeks to retain the services of professional engineering consulting firms to provide various engineering services as described below. The method of payment shall be lump sum. Items may be withdrawn if anticipated funding does not become available.

**Item No. 1**

**Project Description and Location:**

Provide Roadway design and Geotechnical services for SR-22 improvements at the intersection at SR-69 in Milledgeville in McNairy County and the intersection at SR-100 in Henderson County.

**Schedule:** The tentative letting is CY 2024. Plans development shall begin immediately after contract is finalized.

**Deliverables:** These include but are not limited to: Preliminary, Right-of-Way, and Construction Field Review plans; Final Right-of-Way and Construction plans.

**Item No. 2**

**Project Description and Location:**

Provide Roadway and Structural design and Geotechnical services for the replacement of the following bridges: (1) SR-100 over Branch @ LM 4.34 in Hardeman County, (2) Sain Road over Spring Creek @ LM 13.07 in Hardeman County, (3) SR-54 over Branch @ LM 5.25 in Weakley County, and (4) Ralston Road over North Fork Obion River in Weakley County. Structural design services will include preliminary bridge design only. Final structural design will be determined at a later date.

**Schedule:** The tentative letting is CY 2024. Plans development shall begin immediately after contract is finalized.

**Deliverables:** These include but are not limited to: Preliminary Bridge plans; Preliminary, Right-of-Way, and Construction Field Review plans; Final Right-of-Way and Construction plans.

**Item No. 3**

**Project Description and Location:**

Provide Roadway and Structural design and Geotechnical services for the replacement of the following bridges: (1) SR-346 (East Main Street) over Surgoinville Creek @ LM 3.90 in Hawkins County, (2) SR-1 (West Stone Drive) over North Fork Holston River @ LM 41.30 in Hawkins County, (3) SR-93 (John B. Dennis Hwy) over CSX Railroad @ LM 8.44 in Sullivan County. Structural design services will include preliminary bridge design only. Final structural design will be determined at a later date.

**Schedule:** The tentative letting is CY 2023. Plans development shall begin immediately after contract is finalized.

**Deliverables:** These include but are not limited to: Preliminary Bridge plans; Preliminary, Right-of-Way, and Construction Field Review plans; Final Right-of-Way and Construction plans.

Technical requirements in applicable standards, guidelines, and policies must be satisfied in the performance of engineering services. These include, but are not limited to: TDOT's Design Guidelines, TDOT's Drainage Manual, TDOT's Instructional Bulletins, and TDOT's Standard Drawings.

Firms may request consideration by submitting a letter of interest to **Mrs. Jennifer Lloyd, P.E., Civil Engineering Director, Roadway Design Division, Suite 1200, James K. Polk Building, 505 Deaderick Street, Nashville, Tennessee 37243-1402.** Letters of interest must be submitted by email to [Christine.Smotherman@tn.gov](mailto:Christine.Smotherman@tn.gov) with a copy to [Anita.Price@tn.gov](mailto:Anita.Price@tn.gov). Firms will receive an email to confirm receipt of their submittal. All letters of interest must be received by the Roadway Design Division on or before **3:00 p.m. (Central Time) Thursday, March 24, 2022.** A separate letter of interest must be submitted for each numbered item. Please refer to "Item numbers" (i.e., Item 1, Item 2, Item 3) in each letter of interest, as each item will be evaluated separately. The letter of interest shall indicate the scope of services anticipated to be completed by any sub-consultants; however, it is not necessary to specifically identify the sub-consultant(s) to be used. All firms must be prequalified or have a completed prequalification form filed with the Department by the deadline for the letters of interest. Prequalification procedures, example letter of interest, list of prequalified firms and DBE's, TDOT's standard procurement policy, and additional information can be found at the following link: <https://www.tn.gov/tdot/business-redirect/consultantinfo.html>. Interested firms may also obtain this information by calling Ms. Christine Smotherman at (615)741-4460 or by email at [Christine.Smotherman@tn.gov](mailto:Christine.Smotherman@tn.gov). **Please include a valid email address and phone number for the point-of-contact in your letter of interest.**

### **Phase I Evaluation**

The Department will evaluate the **current prequalification statements** (DT-330 Part I) on file for those firms submitting letters of interest and choose several firms who would make viable candidates from which to invite proposals. In addition to TDOT personnel recommendations, based on past experience and firm capabilities, the factors that will be considered in the evaluation will include:

- a. Work experience in the required disciplines: Profile of firm's experience in relevant profile codes
- b. Staff capabilities of the prime consultant: Employees by Disciplines (Local office staff in relevant function codes)
- c. Qualification Type: UNLIMITED

### **Phase II Evaluation**

For firms submitting proposals (Part II of the DT-330 form) during Phase II evaluation, the Department will consider the following criteria:

- a. Team experience, credentials, staff qualifications, and certifications - 40%
- b. Past experience in the required disciplines (analysis of proposals) - 40%
- c. Evaluations on prior TDOT roadway projects, if available - 15%
- d. Active projects under contract with TDOT Roadway Design and Project Development Divisions, if applicable - 5%

### **Phase III Evaluation**

From the list of firms determined by the Consultant Evaluation Committee to be the most highly qualified firms to perform the solicited services, the Commissioner will rank the firms for each item.

TDOT will 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 will be established with the prospective consultant.

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 as well as other minority- and/or women-owned firms are encouraged to respond to all advertisements. For more information on DBE certification, please contact the Civil Rights Office Small Business Development Program at (615) 741-3681. Details and instructions for DBE certification can be found at: <https://www.tn.gov/tdot/civil-rights/small-business-development-program/small-business-development-program-dbe-faqs.html>.

Joe Galbato, III  
Interim Commissioner  
JG/JL/AP

**Roadway Design Division**  
**Item/Project List for Advertisement March 3, 2022**

<b>Item #</b>	<b>County</b>	<b>Route</b>	<b>Description</b>	<b>Length (mi.)</b>	<b>Scope of Work</b>
1	Henderson/ McNairy	SR-22	Improvements at the intersection at SR-69 in Milledgeville in McNairy County and the intersection at SR-100 in Henderson County	0.50	Road Design*, Geotechnical
2	Hardeman Weakley	Bridge Bundle	(a) SR-100 over Branch @ LM 4.34 (b) Sain Road over Spring Creek @ LM 13.07 (c) SR-54 over Branch @ LM 5.25 (d) Ralston Road over North Fork Obion River	n/a	Road Design*, Structural Design, Geotechnical
3	Hawkins Sullivan	Bridge Bundle	(a) SR-346 over Surgoinsville Creek @ LM 3.90 (b) SR-1 over North Fork Holston River @ LM 41.30 (c) SR-93 over CSX Railroad @ LM 8.44	n/a	Road Design*, Structural Design, Geotechnical

\*Includes Utility Coordination and Deconfliction services, as needed.