

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

July 26, 2024

Revised August 22, 2024

(Alternative Delivery Division)

The Tennessee Department of Transportation (TDOT), an Equal Opportunity, Affirmative Action Employer, seeks to retain the services of professional engineering consulting firms for services to provide **Engineering and Design Services** for a Construction Manager/General Contractor (CMGC) project to replace the I-55 Bridge (America's River Crossing) over the Mississippi River in Shelby County. 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 Attachment D, Net 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.

PROJECT DESCRIPTION

Provide engineering and design services for I-55 Mississippi River Bridge Crossing, Bridge Replacement; Shelby County.

Consultants will need to have a team with the knowledge, education, experience, and capability to direct, complete, and oversee all related tasks of the PDN Workflow identified below and other services as required as the **Design Consultant** for the CM/GC project.

SCOPE OF SERVICES

The scope of services of the Design Consultant includes, but may not be limited to, the following services: Survey, Subsurface Utility Engineering (SUE), Roadway Design, Structural Design, Seismic Design and Study, Bridge Load Rating, Geotechnical Engineering, Environmental Permitting Documentation, Utility Coordination (including Utility Deconfliction), Railroad Coordination, Right-of-Way Acquisition Documentation, Traffic Engineering (including Lighting, ITS Design, and Remote Sensing), Hydraulic Design, Project Management and Coordination, Public Involvement Assistance, Construction Cost Estimating, CPM Scheduling, Risk Analysis, Design Services during Construction and all other necessary services, on behalf of TDOT, to fully complete the CM/GC Project.

Any TDOT Profile Codes associated with the above scopes of work may be evaluated either individually or as a team. Profile codes of interest include, but are not limited to: B02, S03, S05, and T03.

The Consultant will begin work immediately after receiving authorization to proceed in accordance with the Department's project schedule, which is anticipated to include Construction Funding Obligation on or before September 30, 2026, and Construction Complete on or before September 30, 2030.

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 [Standard Specifications](#); TDOT's [Design Guidelines](#); TDOT's [Standard Drawings](#); TDOT's [Instructional Bulletins](#); TDOT's Structural Design Guidelines and Memorandums; TDOT's [Drainage Manual](#); TDOT's Traffic Design Manual; TDOT's Traffic Memorandums; MUTCD; TDOT Utility Manual; TDOT Geotechnical Guidelines; and TDOT's [Right-of-Way Manual](#).

Firms may request consideration by submitting a proposal consisting of a completed Form DT-0330 Part II. All proposals must be submitted electronically (PDF format) with “I-55 ARC Design Consultant Proposal” in the subject line of the email. These may be submitted to: Brandon.Akins@tn.gov.

All proposals must be received on or before **4:00 p.m. (Central Time) Thursday, August 22, 2024**. For additional details regarding this project, please contact Mr. Brandon Akins, P.E. Region 4 Director of Project Management at Brandon.Akins@tn.gov or (731) 935-0192. Additional project information is available at the following website: <https://www.tn.gov/tdot/projects/region-4/americas-river-crossing-i55-bridge.html>.

All firms must be pre-qualified or have a completed prequalification form filed with the Department by the proposal deadline. Additional information, including an example proposal (DT-0330, Part II (Contract Specific Qualifications)) can be found at: [Prequalified Consultant Form \(tn.gov\)](#). Any sub-consultant shall be one that is prequalified by TDOT to perform the specific tasks required. A pending prequalification status will be acceptable. Please note: New or updated prequalification forms must be received before the deadline. **Please include a valid email address and phone number for the point-of-contact.**

Services assigned to subconsultants must be approved in advance by the Department in accordance with the Conflicts of Interest section below. All subconsultants must be prequalified by the Department to perform all work assigned to them.

CONFLICTS OF INTEREST:

In accordance with TDOT Policy 101-05, the Consultant and its subconsultants shall not enter into any other contract or work order with the Department during the term of this Agreement which would create or involve a conflict of interest with the services provided without first submitting a Conflict of Interest letter to the Assistant Chief Engineer of Program Delivery or his/her designee for review; any conflict that cannot be mitigated or waived may render the Consultant ineligible for the contract or work order. The Consultant shall not have, directly or indirectly, a financial or other personal interest, other than the Consultant's employment or retention by the State, in any contract or subcontract in connection with any work performed under this Agreement.

Any person, firm, or entity as part of the **Design Consultant Team** that will receive compensation for services under this contract will be **precluded** from proposing to provide independent cost estimating (ICE) services, construction manager (CM) services, or construction inspection (CEI) services as part of the Department team for this project.

If an organizational conflict of interest is determined to exist, TDOT may, at its discretion, reject the Proposal, cancel a contract affected by the conflict of interest, or take other action to address the conflict.

EVALUATION PROCESS:

Phase I Evaluation

This phase will be eliminated for this advertisement.

Phase II Evaluation

For firms submitting proposals (Part II of the DT-0330 form), the Department will consider the following criteria:

Criteria and Relative Weights		
1.	Team Capability and Work Experience in required disciplines, staff qualifications, and certifications, including: i. Project Team Experience in working together on past projects.	20%
2.	Past Experience in Required Disciplines (Sections F & G of Part II of DT-0330 form), including: i. Project Manager's experience. ii. Discipline Lead experience.	25%
3.	Technical Approach (Section I of Part II of DT-0330 form)	20%
4.	Workload capacity of the Prime, including amount of work under contract with TDOT; if applicable (Section I of Part II of DT-0330 form)	5%
5.	Oral Interview (See note a. below)	30%

- a. All teams submitting proposals will be scheduled for an oral interview in **Region 4 (Jackson or Memphis)**, the week of **September 16-18, 2024**, 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 eight (8) members 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. 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 Project 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 scoring of the presentation and question/answer session 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 10 projects. The Proposal package shall contain no more than 50 pages including front and back cover. Section H will not count towards the 50-page limit.

Following Phase II evaluation, no fewer than three* firms deemed most qualified by the Consultant Evaluation Committee (CEC) will be recommended to the Commissioner in alphabetical order for Phase III evaluation.

* In instances where less than the minimum number of qualified consultants respond with proposals, 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.

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 by the Engineering Bureau. 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 as well as other minority- and/or women-owned 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. Details and instructions for DBE certification can be found at the following website: [Small Business Development Program \(tn.gov\)](http://www.tn.gov).

Butch Eley
Commissioner

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