

NOTICE TO CONSULTANT ENGINEERS
REQUEST FOR QUALIFICATIONS AND LETTERS OF INTEREST
April 17, 2017

The Weakley County Highway Department, an Equal Opportunity, Affirmative Action Employer, seeks to retain the services of a professional consultant engineering firm to provide services related to construction of a Federal Off-System Bridge Replacement project PIN: 123403.00, Billingsby Road Bridge, funded in part by Federal Bridge Replacement funds. The projects shall be accomplished in accordance with the project application on which TDOT approval was based. The professional consultant engineering consulting firm must be on TDOT's pre-approved list and must have unlimited status. Responsibilities of the professional consultant engineering firm include, but are not limited to:

- Provide field survey services of the project area;
- Provide services to complete the Environmental document;
- Provide engineering design services to prepare bid/construction documents for the construction of the project;
- Prepare itemized estimates of probable cost using TDOT item numbers;
- Prepare project specifications and bid documents;
- Prepare bid notices;
- Prepare bid advertisements;
- Permit submittal for review and approval to TDOT;
- Utility submittal for review and approval to TDOT;
- Assist County in evaluation of bids and recommendation for contract award;
- Perform Construction Engineer Inspection (CEI) services during construction;
- Any other services needed to complete the design, bidding and construction of the project.

For a more detailed scope of work and to review the conceptual design plan, contact Charles Ross, Weakley County Road Supervisor, at 731-364-2284 or charlesross@weakleycountytn.gov.

Firms may request consideration by submitting a letter of interest, along with qualifications to: John H. Liggett, Weakley County Director of Finance, 8319 Hwy 22, Suite B, Dresden, TN 38225. All letters of interest and qualifications must be received by 10:00 A.M. (central time) on Wednesday, May 10, 2017. Letters of interest and qualifications received after this time will be deemed late and will not be considered. The letter of interest and qualifications shall indicate the scope of services to be completed by any sub-consultants. Qualifications may be sent electronically to john.liggett@wcsk12tn.net.

Prequalification procedures, an example letter of interest, a list of pre-qualified firms and certified DBEs, TDOT's standard procurement policy, and additional information can be found at the following website: <http://www.tn.gov/tdot/topic/consultantinfo>.

The County will evaluate the current prequalification statements on file for those submitting letters of interest and qualifications and choose several firms who would make viable candidates from which to invite proposals and/or presentations. The factors that will be considered in the evaluation of proposals are:

- a. Past experience in the required disciplines with TDOT and other clients.
- b. Past experience specific to Federal Bridge Replacement projects.
- c. Qualification and availability of staff.
- d. Demonstrated ability to meet schedules without compromising sound engineering practice.
- e. Evaluations on prior projects with TDOT and other clients, if available.
- f. Amount of work under contract with TDOT and other clients.
- g. Knowledge of Federal and TDOT CEI requirements
- h. Knowledge of the TDOT Locally Managed Program process for federally funded projects.

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 Weakley County. For information on DBE certification, please contact Mr. Ross Webb at 615-741-3681 or Ross.H.Webb@tn.gov. Details and instructions for DBE certification can be found at the following website: <http://www.tn.gov/tdot/topic/transportation-construction-civil-rights>.