

**NOTICE TO CONSULTANT ENGINEERS  
REGARDING A REQUEST FOR LETTERS OF INTEREST**

August 2, 2017

The City of Knoxville, an Equal Opportunity/Affirmative Action Employer, seeks to retain the services of a professional design team with extensive experience in roadway, architectural, and landscape architectural design services to prepare bid specifications, contract documents, and construction plans for the **Urban Wilderness Gateway Project**. The City is expecting to hire an engineering consultant as the lead firm with in-house or sub consultant architects, landscape architects, and planners.

The City of Knoxville is coordinating with the Tennessee Department of Transportation, key Urban Wilderness partners, and the South Knoxville community to create a new entrance into the Urban Wilderness along the James White Parkway corridor. The entrance will include park amenities, parking accommodations and comfort/restroom accommodations. Additionally, modifications will be made to the Parkway transportation facilities south of the Tennessee River that will allow the area to function as a linear park with pedestrian and bicycle amenities.

The scope of services for this project will include determining and designing the modifications to the facilities on James White Parkway for the vehicles, pedestrians and bicycles as well as the programming and design for the linear park and the entrance into the Urban Wildness.

The City of Knoxville will require interested firms to have successfully completed traffic analysis, roadway, parks and greenway projects in the last five (5) years and provide information about these projects in their proposal. This project is funded locally by the City of Knoxville and not with Federal or State funds. As such, firms are not required to be Pre-Qualified by TDOT. However, in the interest of uniformity of submissions and simplicity in comparison/evaluation of the submissions, the City does require that submitters provide their statements of qualifications in the TDOT format. With this in mind, the City will require six (6) copies of TDOT forms DT-0330, Parts 1 & 2 be completed and submitted with the letter of interest. The TDOT Form DT-0330 Parts 1 & 2 may be found on the Internet at: <https://www.tn.gov/tdot/topic/consultantinfo>.

*Firms may request consideration by submitting a letter of interest and completed TDOT Form DT0330, Part 1 & 2 to:*

**City of Knoxville  
Office of the Purchasing Agent  
City County Building, Suite 667-674  
400 Main Avenue  
Knoxville, TN 37902**

Letters of interest shall indicate the anticipated scope of services to be completed by subcontractors. **All letters of interest must be received on or before 11:00 AM (Eastern Time) Friday, August 25, 2017.** Late submissions will not be considered. All questions must be submitted in writing by end of business day August 18, 2017 to Mr. Boyce Evans, Purchasing Agent by letter, e-mail at [bhevans@knoxvilletn.gov](mailto:bhevans@knoxvilletn.gov), or fax (865) 215-2277.

The factors that will be considered in evaluation of submissions are:

- a. Qualifications, relevant expertise, past experience with the City of Knoxville, TDOT, and other clients, and availability of staff to be assigned to this project.
- b. Demonstrated ability to meet schedules and perform work efficiently without compromising sound engineering practice.
- c. Evaluations on prior projects, if available.
- d. Amount of work currently under contract with the City of Knoxville.
- e. Other applicable factors.

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. Disadvantaged Business Enterprises (DBE's), including Woman Owned and Minority Owned Businesses, are encouraged to respond to all advertisements by the City of Knoxville.

City of Knoxville, Tennessee

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Date

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Purchasing Agent