

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

January 20, 2019

The City of Knoxville, an Equal Opportunity/Affirmative Action Employer, seeks to retain the services of professional engineering consulting firms with extensive experience in bridge design to provide professional design services and to prepare bid specifications, contract documents, and construction plans for Phase II of the Ed Shouse Drive Bridge Repair Project.

The scope of services for this project will include rehabilitating a bridge at the following location:

- 1.) Ed Shouse Drive over CSX Railroad
(Southbound Lanes Approximately 950 feet south of Western Avenue)

All interested firms are strongly encouraged to view the TDOT Bridge Inspection Report for the bridge on the City of Knoxville's procurement website @ www.knoxvilletn.gov/purchasing .

The City of Knoxville will require interested firms have successfully completed structural design 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 prequalification forms DT0330, Parts I & II be completed and submitted with the letter of interest. The TDOT Form DT-0330 Parts I & II may be found on the Internet at:

<https://www.tn.gov/tdot/business-redirect/consultantinfo/consultantinfo-forms.html> .

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

**City of Knoxville
Office of the Purchasing Agent
City County Building, Suite 667-674
400 Main Street
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, February 15, 2019.** Late submissions will not be considered. All questions must be submitted in writing by end of business day February

8, 2019 to Penny Owens, Assistant Purchasing Agent by letter, e-mail at powens@knoxvilletn.gov , or fax (865) 215-2277.

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

- a. Qualifications, relevant experience, and availability of staff to be assigned to work on this project (40 points)
- b. Demonstrated ability to meet schedules and perform work efficiently without compromising sound engineering practice (40 points)
- c. Amount of work currently under contract with the City of Knoxville (10 points)
- d. Evaluations on prior projects, if available (10 points)
- 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, 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 the City.

City of Knoxville, Tennessee

Date

Assistant Purchasing Agent