

**NOTICE TO CONSULTANT ENGINEERS REGARDING A REQUEST FOR QUALIFICATIONS
AND LETTERS OF INTEREST****March 27, 2024**

Anderson County, an Equal Opportunity, Affirmative Action Employer, seeks to retain the services of a professional consultant engineering firm to provide services and administration related to construction that will study, design, and construct improvements to **Gibbs Ferry Park**. **The project is funded by the FHWA FLAP Grant. The total project scope includes studying, designing, and constructing improvements to the park.** The Park will serve as the Trail Head with both greenway and blueway improvements which will provide both recreational and multi-modal transportation opportunities. The Park has approximately 1,800 linear feet of water and road frontage of approximately 1,300 feet.

The intent of this project is to provide a final site plan of the proposed Gibbs Ferry Park improvements with clearly defined phases. The project shall be accomplished in accordance with TDOT Local Programs guidelines. The professional consultant engineering firm must be on TDOT's pre-approved list or have a completed pre-qualification form filed with TDOT by the deadline for the Letters of Interest. The prequalified firm must have unlimited status. The engineering firm, or firms selected will assist in the design, administrative services, development of engineering reports, plans, specifications, bid documents; and on-site inspection of the construction activities and any other engineering services as may be required during the program timeframe. The scope of the construction project is outlined below:

Required Scope of Construction Project

- Asphalt pavement milling, asphalt pavement overlay, shoulder reconditioning, drainage improvement.
- Enhanced landscaping, bank stabilization plantings, providing physical separation from State Route 61/Oak Ridge Highway.
- Added lighting, new restrooms, rehabilitation of existing fishing pier to accommodate ADA compliance, additional/designated parking.
- Improved boat docks, improved boat parking, improvements for adaptive ADA compliant kayak/canoe launch, bicycle parking, designated staging area to accommodate a put-in/take-out for small watercraft.
- The project may include turn lane modifications, and relocation of entrance to alleviate traffic danger around park ingress/ egress from State Route 61/Oak Ridge Highway
- A final site plan of the proposed Gibbs Ferry Park improvements with clearly defined phases and will utilize public input as part of developing a final design.
- Work with the FHWA via TDOT to obtain PDC approval for any proposed changes to the approved and programmed project.

Estimated Schedule for Performance of Work

- Transportation projects are developed and funded in four phases: Planning and Environmental (NEPA), Preliminary Design, Right-of-Way (ROW) Appraisal and Acquisition, and Construction. Currently the project is in the Initiation phase. Once the necessary right of way and easements have been acquired, the project will be eligible to receive construction funding.
- We have forecasted the project in Fiscal Year 2024 or 2025 with a duration of 24-36 months, start to finish.

Firms may request consideration by submitting a letter of interest along with qualifications to **Anderson County Mayor, 100 N Main St #208 Clinton, TN 37716 Attn: Mayor Terry Frank**. All letters of interest must be received by **Anderson County** on or before April 25, 2023. The letter of interest and qualifications shall indicate the scope of services to be completed by any sub-consultants.

Phase I Evaluation

For Phase I evaluations firms shall submit letters of interest with firm contact information including name, address and e-mail of primary contact. The letters of interest shall also include:

- Examples of work experience in the required disciplines with TDOT, Anderson County, and/or other clients.
- Specialized expertise in similar projects
- Professional licensure
- The capabilities of the prime consultant on the project
- Size of project and unlimited prequalification status

From the letters of interest, **Anderson County** will select 3 qualified firms to submit Phase II qualifications. From this list the top ranked consultant will be selected.

Phase II Evaluation

Anderson County will evaluate the top 3 firms on the following criteria (relative weight):

- a. Workload Capacity, including amount of work under contract with the agency, if applicable (40%)
- b. Past performance on agency projects (40%)
- c. Technical approach: project understanding, innovative concepts or alternatives, quality control procedures (15%)
- d. Other factors (5%)

The consultant evaluation committee holds the ability to conduct interviews based on scoring as Phase III Evaluation.

Prequalification procedures, example letter of interest, list of pre-qualified firms and certified DBEs, TDOT's standard procurement policy, and additional information can be found at this internet address <https://www.tn.gov/tdot/business-redirect/consultantinfo.htm>. For information on prequalification, please contact Christine Smotherman at (615)741-4460 or Christine.Smotherman@tn.gov.

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 **Anderson County**. For information on DBE certification, please contact David Neese at (615) 741-3681, (615) 253-1075 or David.Neese@tn.gov. Details and instructions for DBE certification can be found at the following website: <https://www.tn.gov/tdot/civil-rights/small-business-development-program.html>.