

REQUEST FOR PROPOSAL

EXTENSION OF WILLIAM A. BATSON PKWY, FROM BLACK PATCH DR. TO SR 11 (US 41) IN SPRINGFIELD, TENNESSEE

PIN # 125210.00

PROJECT NO. STP-M-5508(11)

The City of Springfield, an Equal Opportunity, Affirmative Action Employer, seeks to retain the services of a professional engineering consulting firm to provide NEPA and Design services on the Extension of William A. Batson Pkwy, from Black Patch Dr. to SR 11(US 41) in Springfield, Tennessee.

This project (PIN No. 125210.00) is a City of Springfield, locally managed roadway project, which will receive funding from federal, state and local sources thru the Tennessee Department of Transportation Local Programs Office. It is mandated that all work shall adhere to all applicable Federal and TDOT policies, procedures and regulations.

This project has been completed through Right of Way plans. The selected consultant will be responsible for completing a NEPA document, completing construction documents, obtaining Local Programs Approvals, Utility Coordination, and Bidding Services.

All Consulting Engineering firms responding to this Request for Proposal (RFP) must be Prequalified with the Tennessee Department of Transportation (TDOT) and must have unlimited status. The RFP response shall provide confirmation/certification that the consultant is prequalified by TDOT to perform the specific tasks required.

This project includes the NEPA and construction plans development of 1.20 miles of new alignment already designed and ROW has already been acquired.

The RFP response shall include a completed TDOT Form DT-0330, Part II.

GENERAL SCOPE OF SERVICES:

The work scope for the project would include, but not be limited to, the following tasks:

- Complete a NEPA document and receive approval from FHWA/TDOT
- Update design and plans to current standards
- Provide engineering design services to prepare bid/construction documents for the construction of the project
- Prepare itemized estimate of probable cost using TDOT item numbers
- Prepare project specifications and bid documents
- Prepare bid notice
- Prepare bid advertisement
- Permit submittal for review and approval to TDOT
- Utility submittal for review and approval to TDOT
- Assist City in evaluation of bids and recommendation for contract award
- Any other services needed to complete the design, right-of-way and bidding of the project.

For additional details regarding the scope of services please contact Mr. Allan Ellis, P.E. at (615) 384-2746 or by e-mail at aellis@Springfield-tn.org.

EVALUATION OF PROPOSALS:

The City of Springfield will evaluate the proposals received and make a recommendation to TDOT and the Springfield Board of Mayor and Alderman for selection based on the following criteria:

- a.) Past experience in the type of engineering services required, with TDOT and other clients. (35 points)
- b.) Ability and relevant expertise of the firm's personnel to be used on the project. (35 points)
- c.) Qualifications and availability of staff. (20 points)
- d.) Demonstrated ability to meet schedules without compromising sound engineering practice. (5 points)
- e.) Amount of work under contract with TDOT and other clients. (5 points)

The City of Springfield will evaluate the proposals received in accordance with the Tennessee Department of Transportation Policy Guidelines (301-01) Standard Procurement of Engineering and Technical Services which are hereby incorporated in and made a part of this request for proposal.

Proposal evaluations will be conducted by the City of Springfield within 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. For information on DBE certification, please contact the TDOT Civil Rights Office Small Business Development Program at (615) 741-3681. Details and instructions for DBE certification can be found at the following website: <http://www.tdot.state.tn.us/civil%2Drights/smallbusiness/>

Information pertaining to TDOT prequalification procedures, list of pre-qualified firms and certified DBEs, TDOT's standard procurement policy, and additional information can be found at this internet address <http://www.tn.gov/tdot/topic/consultantinfo/>. Interested firms without internet access may obtain this information by calling Ms. Christine Smotherman at (615) 741-4460 or by email at Christine.Smotherman@tn.gov.

Three (3) copies of the Proposals for Engineering Services for the Extension of William A. Batson Pkwy project shall be submitted no later than **4:00 p.m. Central Standard Time, Tuesday, January 16, 2018** to the following address:

Lisa Crockett, City Recorder
City of Springfield, Tennessee
City Hall
405 N. Main Street
Springfield, Tennessee 37172
615-382-2200

No late submittals will be accepted.

Lisa H. Crockett
City Recorder