

# Identifying & Pursuing TDOT Opportunities

1. visit TDOT webpage: <https://www.tn.gov/tdot.html>
2. Under “How To “, select “**Doing Business with TDOT**”
3. Under “Bid Letting “, select “**Information on Bidding**”
4. This page will list all requires for bidding TDOT Contracts. (<https://www.tn.gov/tdot/tdot-construction-division/bid-lettings/information-on-bidding.html>)
  - a. **Contractor Prequalification**
    - I. A prospective contractor must be prequalified by and in good standing with the Department prior to being approved as a contractor.
    - II. <http://www.tn.gov/tdot/topic/construction-contractor-prequalification>
  - b. **Contractor Licensing** – handled by Department of Commerce and Insurance
    - I. Handled by Depart. of Commerce and Insurance
    - II. **Who is required to be licensed?**
      - Required prior to contracting whenever the total cost of the project is \$25,000 or more.
      - ALL PRIMES, except mowing and litter removal Contractors,
        - they must be registered with the Secretary of State (i.e., have a valid Certificate of Existence/Authorization), if applicable, before a Contract will be awarded.
      - <http://www.tn.gov/commerce/topic/cont-contractors>
  - c. **Secretary of State Registration** [http://www.tn.gov/sos/bus\\_svc/index.htm](http://www.tn.gov/sos/bus_svc/index.htm)
    - I. Businesses must be registered with TN Secretary of State:
      - In good standing/active status
      - Have a valid Certificate of Existence/Authorization - [http://www.tn.gov/sos/bus\\_svc/index.htm](http://www.tn.gov/sos/bus_svc/index.htm)
      - Title 48 of Tenn. Code Ann. requires all contractors and subcontractors to be in good standing with the Secretary of State.
    - II. **Bonding**
      - a. **Proposal Guaranty** (prime contractors)
        - *Proposal bond*
        - *Proposal Guarantee*
      - b. **Contract Payment and Performance Bond**
        - Subcontractor requirements dependent on prime contractor
  - e. Bid Express & AASHTOWare Project Bids
  - f. AASHTOWare Project Civil Rights & Labor (CRL)

## TDOT Consultant Planning, Design & Engineering Contracting

The best place to begin is the website at <http://tn.gov/tdot>

1. Click on “Business How Do I”...From the dropdown box, Select “**Do Business with TDOT**”
2. Under the **Consultant Information** column, select “**Current Advertisements**”
3. Links to view example Letters of Interest are also found on the page
4. Submit your Letter of Interest to TDOT\* prior to the deadline given in the advertisement.
  - a. Firm **must be** prequalified or have applied for prequalification by the deadline in the ad.
  - b. **Prequalification ....** Go back to the Business screen
5. Look under the “**Consultant Information**” column again
6. You’ll find the information and forms you’ll need here.

## TDOT Highway Construction Letting Information

1. visit TDOT webpage: <https://www.tn.gov/tdot.html>
2. Under “How To”, select “**Doing Business with TDOT**”
3. Page left side, select, “**Bid Letting**”
4. Bid Letting Page: select **current** Years Bid Lettings
  - a. Select **upcoming** Bid Date, unless you are looking at past Months of Letting
  - b. Select “**Notice to Contractors**” (pdf) ... These are the Contracts to Let by Location, Contract Number, and Call Number and descriptions.
  - c. Make note of Project Descriptions, road names, and DBE Goals Percentages.
5. Return to Bid Letting Page: select “**Quantities**”, search by Contract Number and County to locate the projects you’re interested in.
  - a. Search for the DOT bid item numbers you are pre-qualified to quote
  - b. Recorded Contract No., County, Call No., Item No., Description, Quantity
6. Return to **Bid Letting Page**: make sure you read the following to see if any regs and directives from TDOT involve your bidding,
  - a. Instruction to Bidders.. (for primes mostly).
  - b. Bid Authorization Form.. (for primes mostly).
  - c. Proposal & Bid Files .. (for primes mostly).
  - d. Bid Files .. (for primes mostly).
7. To view the **Contract Plans** Return to “Bid Letting Page”, then select “**E-Plans Room**”
  - a. Look for Current Letting Plans and select the Letting Date you are interested in
  - b. Look for the “**Project Contract No. and Counties**” you are interested in, then click to open plans set.
8. Prime Contractors Bidding:
  - a. DBE Interested Parties List - for subs to communicate interest in providing services to primes ... contact DBE Program Manager: [David.Nesse@tn.gov](mailto:David.Nesse@tn.gov) and/
  - b. go to <https://www.trba.org/>, then Select “**Bidders List**”
  - c. Select Projects Number you are interested in and select to Primes, Subs and Suppliers interested in quoting on the project.
  - d. Prime will list the Estimator’s name, phone and email. (or <https://www.tn.gov/content/dam/tn/tdot/construction/prequal.pdf>)
  - e. To list your company on the Bidders List, select at top of page “**Sign In**” to register.

9. Commonly Subcontracted Work Categories

10. Unit-Price Estimating

a. Estimating basics

- I. *Include all fixed costs, variable costs, overhead, or direct material costs and direct labor costs, and profit.*
- II. subject to 107.19.

b. *Unique or project specific requirements effecting pricing:*

- I. Special Provisions
- II. Work restrictions (108B)

11. Price Information/ Average Bid Prices

<https://www.tn.gov/tdot/tdot-construction-division/transportation-construction-division-resources/transportation-construction-price-information.html>

12. Be sure to double check for new doing Business Information, go to Construction Division

Page: <https://www.tn.gov/tdot/tdot-construction-division/transportation-construction-division-resources.html>

- a. On left side of page, select “**Construction Division Resources**”
- b. Review 2021 Standard Specification for Road and Bridge Construction, Special Provisions, Circular letters, and other items as applicable.

## **TDOT Alternative Construction Contracting**

1. visit TDOT Construction webpage: <https://www.tn.gov/tdot/tdot-construction-division.html>
2. Page left side, select, “**Alternative Contracting**”
3. This page will list projects that are sourced by RFPs. This page will need to be read frequently as they will not have a normal advertising cycle in the regular Highway Construction Letting above.
  - a. Read all advertisements
  - b. Project descriptions to look for definable features that match your services.
  - c. These project are at approximately 10% design until awarded to a team consisting of a Prime Contractor and a Prime Designer (Engineering firm)
  - d. It’s good to get in earlier on these projects because the prime often use subcontractors and suppliers for pricing during the design phase, which could take 2 years in design phase before going to construction phase.
  - e. TDOT will list the Prime Contractors they have short-listed for consideration.

## Identifying & Pursuing TDOT Local Programs Contracting

1. visit TDOT **Bid Letting** webpage: <https://www.tn.gov/tdot/tdot-construction-division/bid-lettings.html>
2. Page left side, select, “**Local Programs**”
3. Then page left side, select “**Current Projects**”, At center of page you will see...
  - a. “RFQ/RFP” – for Design Contracts
  - b. “Construction Bid Advertisements” – Construction handled by local governments
  - c. “Awarded Construction Bids” – Listing past Awards
4. For construction select “**Construction Bid Advertisements**”
  - a. This page will list current advertised construction projects, here you will find Project location, Type of Work, Contact Information, Advertise Date, Bid Opening Date, and Advertisement Link.
  - b. To get plans or other details will have to contact the Design firm listed for each respective project.
  - c. Search for Bid Item Description that match your service offerings.

## Pursuing TDOT Performance Based Maintenance Contracting

1. visit TDOT **Bid Letting** webpage: <https://www.tn.gov/tdot/engineering-operations-division/pbmc.html>
2. Page left side, select, “**Performance Based Maintenance Contracts**”
3. Current PBM contracts are listed on that page.

## Construction Contracting **Forms**

- **Forms**
  - ❖ Subcontract Agreements
    - Reminder: **Always** have a legally binding contract
      - *Submit Subcontract Agreements to...*
        - TDOT Field Office
        - TDOT Civil Rights Office
  - ❖ Subcontract Form
    - <http://www.tn.gov/tdot/article/construction-forms>
  - ❖ Attestation Form for Illegal Immigrants
    - [http://www.tn.gov/assets/entities/tdot/attachments/Attestation\\_Form.pdf](http://www.tn.gov/assets/entities/tdot/attachments/Attestation_Form.pdf)
- **Forms**
  - DBE Material Supplier/ Trucker Contract Certification
    - To be completed immediately following contract award.
    - Submit to CRO SBDP
      - with Subcontract Agreement and/or purchase order
      - prior to preconstruction conference
    - [http://www.tn.gov/assets/entities/tdot/attachments/DBE\\_Material\\_supplier\\_trucker\\_contract\\_certification.pdf](http://www.tn.gov/assets/entities/tdot/attachments/DBE_Material_supplier_trucker_contract_certification.pdf)
- **Forms**
  - Prompt Payment Certification (from prime)
    - <http://www.tn.gov/tdot/article/construction-forms>
  - Certified Payrolls
    - Standard Specification Section 107.20 Certified Payrolls

## Performing TDOT Construction Work

- **Coordination**
  - Prime is responsible for planning & scheduling work
  - Subcontractor is responsible for coordinating with Prime
    - CUF notification to Prime & Field Office
- **Documentation**
  - Keep records of work performed, receipts, stubs, etc.
  - TDOT Standard Operating Procedures
    - Certifications
    - T2 forms for manufactured products
    - Reports
    - Material tickets
    - Concrete Mix Design
- **Internal Quality Control**
  - Work must meet TDOT'S specifications
  - 2015 Standard Specifications for Road and Bridge Construction
    - See more at: <http://www.tn.gov/tdot/article/transportation-construction-2015-standard-specifications>
    - Supplemental Specifications
      - Updated twice per year
  - Standard Drawings
  - Special Provisions

## TDOT Construction Payment for Work Performed

- **Quality Assurance by TDOT inspection staff**
  - TDOT will determine if work is acceptable/satisfactory
  - Possible deductions to payment for not meeting specifications
    - Substandard quality within acceptable limits
- **Section 109 – Measurement & Payment**
  - 109.01 Measurement of Quantities
    - Each item varies based on units & other variables so reference Standard Specification
  - Monthly progress estimate generated by TDOT
  - Payment made based on progress estimate
  - All estimates are made public at...
    - [https://www.tdot.tn.gov/APPLICATIONS/Documents?pathName=%5CConstruction%5CProgress\\_Payments](https://www.tdot.tn.gov/APPLICATIONS/Documents?pathName=%5CConstruction%5CProgress_Payments)

# State DOT Major Categories of Work

1. **Mobilization**
  - a) Equipment move-in
  - b) Project office setup
  - c) Access road
2. **Clearing & Grubbing**
  - a) ROW clearing
  - b) Demolition items
3. **Erosion & Siltation Control**
  - a) Silt fence
  - b) Wattle
  - c) Bale Hay
  - d) Check dams
  - e) Geotextile fabric
4. **Grading & Drainage**
  - a) Regular excavation
  - b) Borrow excavation
  - c) Grading
  - d) Trench excavation/backfill
  - e) Drainage pipes
  - f) Box culverts
  - g) Drop inlets
  - h) Other minor drainage structures
5. **Select Material & Subbase**
  - a) All subbases
  - b) Soil stabilization
6. **Culvert & Bridges**
7. **Retaining Wall Structures**
  - a) Concrete
  - b) Reinforced concrete
  - c) Modular
  - d) Other incidental items for installation
8. **Base**
  - a) Base course under asphalt or port and cement concrete pavement surfaces
  - b) Aggregate base course
9. **Surface**
  - a) All pavement types that form the finish surface for travel
10. **Guardrail**
  - a) All types of guardrail
  - b) Steel median barriers
11. **Signs & Sign Structures**
  - a) All types of sign structures and signs
  - b) Detectors, etc
12. **Signal & Lighting**
  - a) Traffic signals systems
  - b) Roadway lighting systems
  - c) Intelligent Transportation Systems
  - d) EV Systems
13. **Seeding & Landscaping**
  - a) Seeding
  - b) Sodding
  - c) Planting
14. **Miscellaneous items**
  - a) Surveying
  - b) Consultant Engineers

