



**STATE OF TENNESSEE  
DEPARTMENT OF TRANSPORTATION**

**PROJECT MANAGEMENT DIVISION**  
SUITE 700, JAMES K. POLK BUILDING  
505 DEADERICK STREET  
NASHVILLE, TENNESSEE 37243-1402  
(615) 741-2414

**BUTCH ELEY**  
DEPUTY GOVERNOR &  
COMMISSIONER OF TRANSPORTATION

**BILL LEE**  
GOVERNOR

**June 13, 2023**

Re: ADDENDUM #2  
Contract No. CMGC06  
County: Knox

To whom it May Concern:

This addendum provides clarification on the CM/GC Fee Proposal submission in Section 3.2.1 and provides an Indirect Cost Certification template in Appendix E; attached are the revised sheets.

You must acknowledge this addendum and all the receipts of any addenda to RFP in the Introductory Letter and Statement of Interest as indicated in section 3.2 subsection A(1), and by acknowledging it on Form C (attached).

Sincerely,

A handwritten signature in cursive script that reads "Kimberly Welch".

Kimberly Welch, P.E.  
CE Manager 2  
Alternative Delivery



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TENNESSEE DEPARTMENT OF TRANSPORTATION

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**REQUEST FOR PROPOSAL**

CONSTRUCTION MANAGER/GENERAL CONTRACTOR  
(CM/GC) SERVICES

**INTERSTATE 275**  
**I-275 BRIDGE OVER ELM STREET (LM 0.39)**  
**KNOX COUNTY, TENNESSEE**

PROJECT IDENTIFICATION NUMBER (PIN): 124437.00  
FEDERAL PROJECT NUMBER: BR-I-275-3(136)  
STATE PROJECT NUMBER: 47I275-F3-002,  
47I275-F2-002, 47I275-F1-002  
CONTRACT NUMBER: **CMGC06**

MAY 22, 2023

Addendum #1: May 26, 2023

Addendum #2: June 13, 2023

for an individual project along with the Proposer's current and anticipated workload. Letters indicating "unlimited" bonding capability are not acceptable. The surety or insurance company providing such letter must be licensed as a surety and qualified to do business in the State of Tennessee. In addition, the surety must be listed in the current United States Department of the Treasury Circular 570 financial management service list of approved bonding companies, which is published annually in the Federal Register, and the surety must be listed or approved to write a bond in the amount indicated in the letter equal to or greater than \$13.5 Million.

- ii. Provide information concerning any bankruptcy or receivership of the Proposer, or of any firm which is a member thereof, including information concerning any work completed by a surety.
- iii. Certify that the Proposer, or of any firm which is a member thereof, has not been debarred by, or entered into any voluntary exclusion agreement in lieu of debarment with, any Federal, state, or local government agency, within the past five (5) years. Provide information concerning any suspension or temporary disqualification from bidding on any Federal, state, or local government contract.
- iv. Certify that the Proposer, or of any firm which is a member thereof, has not defaulted on a Federal, state, or local government contract within the past five (5) years.
- v. Submit an affidavit signed by the Proposer, on the form provided in Appendix C, certifying that the Proposer, and its member firms (if any), agents, subcontractors and employees:
  - a. Have not received any compensation for assisting TDOT in preparing this RFP;
  - b. Have not communicated, and will not communicate, with any member of the RFP Selection Committee or any employee or official of TDOT concerning the review or evaluation of any Proposal, except those TDOT employees who are specifically identified in the RFP as appropriate points of contact; and
  - c. Have not offered or paid, and will not offer or pay, a contingency fee of any type that is directly tied to specific actions or work designed to help the Proposer obtain a contract through this RFP process.
- vi. CM/GC Construction Fee Percentage – ~~CM/GC construction fee will be considered during the negotiation process for the GMP.~~ All Proposers shall submit a sealed CM/GC Construction Fee Proposal at their scheduled interviews. The CM/GC Construction Markup Fee consists of the CM/GC Contractor's profit plus the portion of home office overhead (G&A: General and Administrative Costs) allocated to the project, where home office overhead (G&A) is defined as the cost of activities that are necessary to the overall operation of the CM/GC Contractor's business allocated to all the CM/GC Contractor's ongoing projects. See Construction General Conditions in Appendix E for example costs to include in the CM/GC Fee. Early after the Preconstruction contract award, the CM/GC Contractor and the ICE will work to agree on a common percentage to use for the Construction Markup Fee percentage but it ultimately up to each party to use the fixed-markup percentage that they think is appropriate for the project. Any differences between the ICE and the CM/GC Contractor factors into the fair price analysis conducted by TDOT when the CM/GC Contractor submits their GMP Proposal.
- vii. Indirect Cost Rates – Where contract terms and payment are negotiated based on individual elements of costs, the CM/GC contractor must provide an indirect cost rate established in accordance with the Federal cost principles (as specified in 2 CFR

part 200, subpart E), and it shall include a certification [with the fee percentage proposal completed](#) by an official of the CM/GC contractor that all costs are allowable in accordance with the Federal cost principles. An official of the CM/GC contractor shall be an individual executive or financial officer of the CM/GC contractor's organization, at a level no lower than a Vice President or Chief Financial Officer, or equivalent, who has the authority to make representations about the financial information utilized to establish the indirect cost rate proposal submitted. [A certification template can be found in Appendix E.](#)

## 2. PROPOSAL SECTION

### (a) **Project Management Team/Capability of the Proposer** (50 Points Maximum)

(See Appendix D, Scoring Form A, for additional scoring details)

#### i. Project Management Team

- Provide a description of the composition of your project management team. If your team is a joint venture or association, indicate specific responsibilities of each member and firm of the team.
- Provide job descriptions and responsibilities and authority for each working title. Identify and discuss the qualifications of the following Key Personnel:
  - Project Manager;
  - Construction Manager;
  - Cost Estimator;
  - ABC Specialist; and
  - Up to two other persons that the Proposer considers as key to the success of the project.
- Present a brief discussion regarding how the team's qualifications and experience relates to this project. Include the following:
  - Qualifications and relevant individual experience of prime and subcontractor team members (if applicable);
  - Unique knowledge of team members related to the project;
  - Commitment of time and availability of key staff members;
  - Length of time with the firm for each key team member; and
  - Experience on similar projects as a team.
- Provide a separate graphic organizational structure chart, complete with working titles, for the project management team during both the pre-construction phase and construction phase of the Project.
- Provide resumes and two references for the Key Personnel for key positions in an appendix to the Statement of Interest (SOI)/Proposal.
- Provide narrative describing how the proposed Key Personnel of the team will meet the stated project goals, including building a professional and collaborative Project Team.
- Provide narrative describing succession planning for team stability and planning for any member of the Project Team that leaves during design or construction.
- Identify all current office locations and the resident expertise intended to be provided under this RFP. Provide a description of the location of the staff for the performance of this contract, their expertise, and generic equipment that will be located in Tennessee that will act in support of the anticipated contract.

## Certificate of Final Indirect Costs

This is to certify that I have reviewed this proposal to establish final indirect cost rates and to the best of my knowledge and belief:

1. All costs included in this proposal (identify proposal and date) \_\_\_\_\_ to establish final indirect cost rates for the period, (*identify period covered by rate*) \_\_\_\_\_ to \_\_\_\_\_, are allowable in accordance with the cost principles of the Federal Acquisition Regulation (FAR) of Title 48, Code of Federal Regulations (CFR), Part 31; and
2. This proposal does not include any costs which are expressly unallowable under applicable cost principles of the FAR of 48 CFR Part 31.

Firm: \_\_\_\_\_

Signature: \_\_\_\_\_ Date of Execution: \_\_\_\_\_

Name of Certifying Official: \_\_\_\_\_ Title: \_\_\_\_\_

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TENNESSEE DEPARTMENT OF TRANSPORTATION  
**FORM C: ADDENDUM ACKNOWLEDGEMENT FORM**  
CONSTRUCTION MANAGER/GENERAL CONTRACTOR SERVICES

Name of Firm: \_\_\_\_\_ Date: \_\_\_\_\_

Contract No: \_\_\_\_\_ Project Title: \_\_\_\_\_

Acknowledge Receipt of Addendum: No.\_\_\_\_ No.\_\_\_\_ No.\_\_\_\_ No.\_\_\_\_

\_\_\_\_\_  
*Applicant or Corporate Officer Signature*                      *Title*                      *Date*

\_\_\_\_\_  
*Applicant or Corporate Officer Signature*                      *Title*                      *Date*

\_\_\_\_\_  
*Applicant or Corporate Officer Signature*                      *Title*                      *Date*