

Professional Transportation Bulletin

PTB 149

August 7, 2008



Illinois Department of Transportation
2300 South Dirksen Parkway, Springfield, Illinois 62764

IMPORTANT NOTICE PROFESSIONAL TRANSPORTATION BULLETIN REVISIONS

Selection Date: October 22, 2008

The following revisions have been made to this Professional Transportation Bulletin. If you downloaded the bulletin prior to the noted revision date, you should incorporate the revisions or download and use a new copy of the bulletin.

REVISION DATE: There are no revisions as of August 07, 2008.

**State Of Illinois
Notice For Contact Information**

Department Of Transportation
2300 South Dirksen Parkway
Springfield, Illinois 62764

The Transportation Bulletin is the official Illinois Procurement Bulletin for the Illinois Department of Transportation as authorized by Section 15-1 of the Illinois Procurement Code, 30 ILCS 500/15-1. It is available on **IDOT's WEBSITE** at <http://www.dot.il.gov>.

Professional Transportation Bulletin

The Professional Transportation Bulletin Contains information pertaining to the advertisement for offers of interest for professional services for Department of Transportation projects.

Questions concerning this Bulletin should be directed to:

Carrie Kowalski
Consultant Unit Chief
E-mail: Carrie.Kowalski@illinois.gov
Phone: 217-782-6916

Or mailing address:

Bureau of Design and Environment
2300 South Dirksen Parkway
Room 330
Springfield, IL 62764

TIPS & TOOLS

To save:

To save a section "right click" on the link and select "save target as". To save the entire bulletin select "Download Complete Bulletin". This will save the self-extracting zip file.

To access web links:

The first time the web links are accessed the Internet browser will need to be set. *This will only have to be done one time.* When a web link is clicked on, a dialog box will appear:

"A Web Browser has not been specified. Do you want to configure the web link".

Click YES.

Another dialog box will appear. Select the drop down list "connection type" then select an Internet browser. (IDOT employees choose Internet Explorer.)

Using Tools:



To see previous view



To scroll through pages

To copy information from the Adobe .PDF file and paste it into a word processing application:

To view toolbar (if not open) **CLICK** Window on the menu bar then **CLICK** Show Tool Bar in the drop down box.

Select the text tool (Capital T) from your toolbar and highlight the text you want to copy. Open word processing application and paste.

To paste in Word. Open new document in Word **CLICK** Edit on the menu bar then **CLICK** Paste in the drop down box.

In order to make the information more legible, change your left and right margins to 1". You may have to put in some returns at the ends of the lines in the appropriate places to make it easier to read.

Tentative Schedule For Professional Transportation Bulletins

ACTIVITY	PTB 150	PTB 151	PTB 152	PTB 153	PTB 154	PTB 155
PUBLISH PTB	11/13/08	02/05/09	05/07/09	08/06/09	11/05/09	02/04/10
***STATEMENTS OF INTEREST ARE DUE	12/04/08	02/26/09	05/28/09	08/27/09	11/26/09	02/25/10
SELECTION MEETING	01/28/09	04/22/09	07/22/09	10/21/09	01/20/10	04/21/10

***** STATEMENTS OF INTEREST ARE DUE BY 12:00 P.M. (NOON). STATEMENTS OF INTEREST RECEIVED AFTER 12:00 P.M. WILL NOT BE CONSIDERED.**

Required forms for each submittal are available at <http://www.dot.il.gov/desenv/deform.html>

Review the Guidelines and E-mail procedures in the PTB for submittal requirements. Both are linked in the bookmarks.

Also included in the Notices: FREQUENTLY ASKED QUESTIONS

E-mail Instructions for Completing Statements of Interest for Electronic Submittal

We require Statements of Interest (SOI) to be submitted through the e-mail system using Adobe Acrobat 5.0 or greater Software.

Electronic submittals should be made to the Central Office only. The Central Office will forward the necessary consultant information to the Regions/Districts and other Bureaus or Divisions. All electronic submittal should be addressed to SOIPTB@dot.il.gov

Each prequalified consultant firm has been assigned a unique 2 to 6 character Firm Name Code which must be used when submitting electronic Statements of Interest. This code appears on the SEFC Prequalification Page, which is sent with your annual prequalification letter and is located at the top of the page, which lists the prequalification categories, and is next to the Firm Name.

It is important your e-mail appear exactly like the attached example described below:
(Note: ABC Engineering is used for example purposes only. The Code for this firm is "ABC")

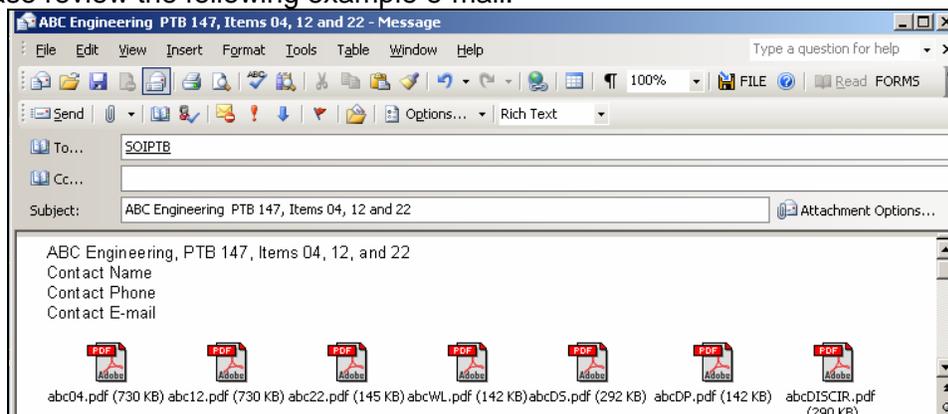
- The Subject Line must read: FIRM NAME, PTB NUMBER, ITEM(S)

(Example: ABC Engineering, PTB 135, Items 4, 12, & 22) If there will be more than one e-mail please note as follows: e-mail 1 of ___ the total number to be sent.)
- The first line of your e-mail should indicate your Firm Name, PTB & Items Number(s) on which your firm is submitting.

(Example: ABC Engineering has submittals for PTB 147, Items 4, 12 and 22.)
- The second line should list the name, phone number, and e-mail of the person to contact should there be any questions regarding the submittal.
- Each attachment must be labeled as indicated below:
 1. For each Item on which you are submitting use your 2-6 character Firm Name Code, immediately followed by the 2-digit Item Number (i.e., 01 through 99).
(Example: ABC04.pdf)
 2. For your firm's Current Obligation Form, use your 2-6 character Firm Name Code, followed by WL.
(Example: ABCWL.pdf)
 3. For your firm's Disclosure Forms, use your 2-6 character Firm Name Code, followed by DS.
(Example: ABCDS.pdf)
 4. For your firm's Delinquent Debt Payment Certification, use your 2-6 character Firm Name Code, followed by DP.
(Example: ABCDP.pdf)
 5. For your firm's Disclosure of Business Operations in Iran, use your 2-6 character Firm Code, followed by DISCIR.
(Example: ABCDISCIR.pdf)

E-mail Instructions for Completing Statements of Interest for Electronic Submittal

Please review the following example e-mail:



Detail Descriptions of Attachments for electronic submittal:

- ABC04, ABC12, and ABC22 are the Statements of Interest for the submitted Items and must include Exhibit A. Following Exhibit A, include resumes of the key management personnel and project staff listed in Exhibit A. If Exhibit B is required, include next, followed by resumes of individuals listed on page 2 of Exhibit B.
- ABCWL is the Current Obligation Form. Only one copy of the Current Obligation Form is required. Instructions shown on page one should not be sent.
- ABCDS is the Disclosure Forms. Only one copy of the Disclosure Forms is required. Disclosure file would consist of Form A and Form B or the Form for Offerors That Have Previously Submitted Form A and Form B. The instructions should not be sent.
- ABCDP is the Delinquent Debt Compliance Statement for the Prime and any known subconsultants the prime will be using.
- ABCDISCIR is the Disclosure of Business Operations in Iran. Only one copy is required for Prime.

Complete the word documents then convert them to the Adobe PDF for submittal. The size limitation on an incoming e-mail to IDOT is **2 MB**. If you exceed this limit, you must separate contents into multiple e-mails. Identify the number of e-mails being sent, (i.e. 1 of 3). Scanned images, color graphics, and photographs which are converted to Adobe Portable Document Files (PDF) files can become very large, use sparingly if at all.

The Exhibits (A & B), Current Obligations, Disclosure Forms A & B, and Delinquent Dept Certification are available as word documents and may be downloaded from our web-site: <http://www.dot.il.gov/desenv/deform.html> The bookmarks in the Professional Transportation Bulletin are also linked to the website.

Use the latest documents provided on the web site. The documents are labeled as follows:

- Exhibit A = EXHIBIT A
- Exhibit B = EXHIBIT B
- Current Obligations = CURRENT OBLIGATIONS
- Disclosure Forms (A, B, and Offerors previously submitted) = DISC 2 (consultant)
- DELINQUENT DEBT = DELINQUENT DEPT

The Disclosure of business in Iran is not yet available on our website. A notice will be sent when it is available on the site.

If you have questions, Please contact Carrie Kowalski at Carrie.Kowalski@illinois.gov.

NOTICE

Proposed Negotiation Meeting information for Items will be available at the following link: <http://www.dot.il.gov/dobuisns.html>

Consultant Services

[Bridge CADD Standards / Downloads](#)

[CADD Roadway Drafting Reference Guidelines](#)

[CADD Standards/Downloads](#)

[CADD Roadway and Structure Project Deliverables Policy](#) **NEW**

[Consultant Forms](#)

[Consultant Prequalification](#)

[Facility Cost of Capital Rates](#)

[Federal Mileage Reimbursement Rates \(for existing contracts with CONUS\)](#) **NEW**

[Consultants Professional Transportation](#)

[Bulletins](#)

[Negotiation Information for Current Bulletin](#)

[Professional Transportation Bulletin](#)

[Schedule](#)

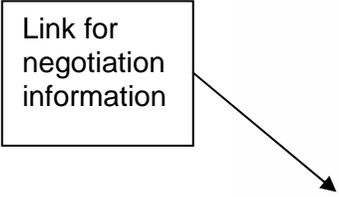
[Standard Agreement Provisions for](#)

[Consultants](#)

[State Mileage Reimbursement Rates](#)

[Uniform Audit and Accounting Guide](#)

Link for
negotiation
information



- **Region 1**
- Diane O'Keefe
 - District One
 - Items 1 - 8
- **Region 2**
- George Ryan
 - District 2
 - Items 9 - 14
 - District 3
 - Items 15 - 16
- **Region 3**
- Joseph Crowe
 - District 4
 - Items 17 - 23
 - District 5
 - Items 24 - 25
- **Bureau Of Bridges & Structures**
- Ralph Anderson
 - Items 26 - 27
- **Bureau Design & Environment**
- Eric Harm
 - Item 28
- **Office Planning & Programming**
- R. Robinson
 - Item 29 - 30

2008 Exceptional Service Award Winners

This year marks our 15th annual consultant awards program to recognize consultants providing exceptional service to the Illinois Department of Transportation in their performance of Phase I, II, and III projects.

The following awards were presented at the American Council of Engineering Companies (ACEC) Governmental Affairs Workshop Luncheon on Friday June 13, 2008.

- ☆ The Urban Highway Project – Phase II award was present to **James J. Benes and Associates, Inc.** for the engineering design for the reconstruction of IL 56 to provide a five lane urban cross section from west of Summit Avenue to Illinois 83.
- ☆ The Highway Structure Project – Phase II award was presented to **Knight E/A, Inc.** for the engineering design for the 76th Street bridge over the I-90/94 (Dan Ryan Expressway).
- ☆ The Rural Highway Project – Phase II award was presented to **Horner & Shifrin, Inc.** for the engineering design for the new four lane improvement of Illinois 336 for the McDonough County Line to east of Illinois 61.
- ☆ The Urban Construction Engineering Project – Phase III was presented to **Crawford, Murphy & Tilly, Inc.** for the construction inspection services for the reconstruction and rehabilitation of the McKinley Bridge over the Mississippi River in Venice.
- ☆ The Harry R. Hanley Award was presented to **Crawford, Murphy & Tilly, Inc.** for outstanding service in its coordination, supervision and inspections service for the construction of the McKinley Bridge.

Notice

Consultant's Annual Fee Capacity

Issued August 7, 2008

The department has revised the annual fee calculation by increasing the dollar amount.

Annual Fee Capacity: A Consultant's annual fee capacity is an evaluation of its technical and professional staff's ability to generate an annual volume of work. To estimate the maximum annual fee capacity of a Consultant to perform transportation or architectural work, the larger of the fees computed by the following two methods is used:

- the fee produced by multiplying the total number of technical staff by \$200,000,

or

- the fee produced by multiplying the total number of professional staff by \$800,000.

To determine the annual fee capacity of Consultants performing aerial mapping services only, the figure of \$700,000 per plotter is considered appropriate.

Notice

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NOTICE

ALLOWABLE DIRECT COSTS

The allowable direct costs will be effective August 7, 2008.

The following costs are allowable when requested by the Department and included in the contract. The costs are allowable when it is customary for the firm to bill for the cost and it can be itemized in the firm's billing and accounting systems.

Per Diem	State Rate (Maximum)
Lodging	State Rate (Maximum)
Air Fare	Coach rate with 2 weeks notice as approved
Vehicles	
Mileage	State travel rate* maximum
Daily Rate (owned or leased the same)	\$45 /day
Overtime	Premium portion
Tolls	Actual Cost
photo processing	Actual Cost
Cell phones-ONLY traffic counting and survey tasks	\$70/month/phone (Maximum)
Overnight Delivery/Postage Courier Service	Actual Cost
Copies of Deliverables and Mylars	Actual Cost
Specific insurance – required for project	Actual Cost
CADD	Actual Cost (Maximum of \$15.00/Hr)
Monuments – Permanent	Actual Cost
Payment for Newspaper Ads	Actual Cost
Web Site	Actual Cost
Facility Rental for Public Meetings & Exhibits/Renderings & AV equipment/transcriptions	Actual Cost
Recording fees	Actual Cost
Courthouse fees	Actual Cost
Testing of Soil Samples	Actual Cost
Lab Services (excluding Phase III normal construction inspection such as beam breaks, cylinder breaks, pavement cores)	Actual Cost
**Equipment rental specific for a project (snooper for bridge inspection, noise meter, etc.)	Actual Cost
**Specialized equipment – on an as needed basis with prior approval	Actual Cost
Traffic Systems	Actual Cost
Mobile Phone (for traffic system implementation)	
Telephone Usage (for traffic system monitoring)	
Storm sewer cleaning and televising	Actual Cost
Traffic control and protection	Actual Cost
Aerial photography and mapping	Actual Cost
Utility exploratory trenching	Actual Cost

- Travel reimbursed according to CMS Travel Policy. Website for State Travel rates http://www.state.il.us/cms/2_servicese_oth/trvlguid.htm
- **** Items must be specifically listed in the agreement**

ALLOWABLE DIRECT COSTS-Continued

PHASE III

Phase III Communications:

Cell Phones (maximum of 3 without additional approval. Personal phones that do not remain on the job site are not allowable)	\$70/month/phone (Maximum)
radio communication	Actual cost
2-way radio	Actual Cost

Vehicles (Only for Vehicles assigned to project)

\$45/day

DAILY RATE ONLY

The number of days will be calculated as follows:
For extended stay ***- Number of days on job site plus one day to travel to and from job site
Weekly (hotel) –Number of days on job site plus one day to travel to and from job site per week.

Shift Differential

Actual cost based on firm policy

***Extended Stay Status applies to individuals on the project over 20 consecutive working days. The decision whether individuals will stay over the week-end will be made after the Contractor's schedule is available and shall be made jointly by the Consultant Liaison and the IDOT Resident.

NOTES:

For Construction inspection contracts beam and cylinder breaks are not reimbursable. Overtime to employees traveling to and from the site will be allowable depending on the firm's policy and limited to the Department's policy (see Departmental Order 4-1).

FREQUENTLY ASKED QUESTIONS

1. **Question:** Where do I submit my electronic Statement of Interest?

Answer: As stated in each advertisement and in the E-mail Instructions all submittals go to SOIPTB@dot.il.gov

2. **Question:** Where are the latest forms?

Answer: In the Professional Transportation Bulletin there is a bookmark titled Forms, which links to the website, a link in the Guidelines, and a link in the E-mail Instructions. Link: <http://www.dot.il.gov/desenv/deform.html>

3. **Question:** Why do I have to keep the footer with document name and why use the latest form?

Answer: IDOT is ISO certified. When IDOT is audited, The ISO Auditors ask, "How do you know the correct form is being used?" The footer with the document name and revision are the proof required.

4. **Question:** The footer disappears when I insert the Exhibit A/B file. How do I keep the footer?

Answer: There are two options

- If you are using Microsoft Word, you need to insert a section break. Per Word help, "To create a different header or footer for a section, you need to break the connection between the sections. Click in the section for which you want to create a different header or footer. On the **Header and Footer** toolbar, click **Link to Previous**  to break the connection between the header and footer in the current section and the previous one."

OR

- Complete the word file, convert to adobe, and then insert the file in to your already converted PDF Statement of Interest.

5. **Question:** Does the Prime have to be prequalified in the requested categories in the advertisement or can we sub that work out?

Answer: Yes, the prime is required to have the prequalification. It states in the guidelines: **The firm acting as the prime must be prequalified in all of the prequalification categories requested in the project advertisement even if they plan to subcontract part of the project, except where noted in a specific project advertisement.**

Also, in every advertisement it states:

"Firms must be prequalified in the following categories to be considered for this project:" This means the prime is required to be prequalified in the listed categories.

6. **Question:** In the advertisements it sometimes states:
- The person who will perform/supervise the work in the area of drainage calculations and preparation of the Drainage Report (must be an Illinois Licensed Professional Engineer).
 - The person who will perform/supervise the work in the area of route surveying (must be an Illinois Licensed Professional Land Surveyor).
 - Person(s) who will perform the work in the area of Structure Geotechnical Reports and/or geotechnical/foundations/wall design recommendations (must be an Illinois Licensed Professional or Structural Engineer) and be prequalified in the **Geotechnical Services (Complex Geotechnical/Major Foundation)** In addition the staff shall be identified.

How do we address this in our submittal?

Answer: In these instances, if the prime is prequalified they may use their staff. If the prime is prequalified or if not prequalified for those categories, a subconsultant that is prequalified in the requested category may be used.

For example in the Exhibit A for a sub, fill out as shown
Other Required Key Staff:

Name Required Prequalification Category :	
Land Surveying	
*Name	John Doe @ ABC Engineering
Category	PLS (PE, SE, LS)
Registration #	035-123456
Year Registered	1998 State IL
Office Location:	
City	Chicago State IL

7. **Question:** The advertisement has a DBE Goal. Where & how do we address in our Statement of Interest?

Answer: In the Exhibit A on page 3 of 3, there is the following statement: "List Subconsultant(s) and the item(s) of work that they will perform." This is where the firm lists all subs including DBE's. Example: ABC Engineering, DBE, will perform land surveying services.

8. **Question:** The advertisement states: The Environmental Lead, who will be responsible for the day-to-day management of the environmental work effort, and persons responsible for all environmental disciplines including air quality, water quality, traffic noise, socio-economics and ecology. Environmental staffing on **Exhibit B** must match the staffing presented and approved in the firm's most recent Statement of Experience and Financial Condition. Where do I find the approved staffing?

Answer: Every firm prequalified in environmental assessment receives as part of the prequalification response, a document that has a listing of who is qualified for lead and each discipline and at what level, EA or EIS. The personnel on the document titled "Prequalified Environmental Staff" are the staff that must appear on Exhibit B.

9. **Question:** The Advertisement state the required prequalification category is **Location/Design Studies (Reconstruction/Major Rehabilitation)**. Is the firm required to submit an Exhibit B?

Answer: Yes, it's required per the guidelines: 6) Projects involving Location Design Studies (Reconstruction/Major Reconstruction and New Construction/Major Reconstruction) and all Environmental Reports (Environmental Assessment and Environmental Impact Statements) require completion of **Exhibit B**. The request in the advertisement for Exhibit B is done as a courtesy.

10. **Question:** The guidelines say no more than 2 pages for firm's interest in performing the work. The advertisement requests additional data such as:

- Statements of Interest must also include the proposed Quality Assurance/Quality Control (QA/QC) plan for the project design, including calculations and check-set plans and specifications as deliverables.

Or

- Statements of Interest must include details of how the Consultant will accomplish the work, a schedule for completing the work in the prescribed time, the firm's capability, and project team experience for similar projects, an organizational chart for the project, etc.

Can we go over the 2 page limit?

Answer: The guidelines also state, "8) In addition to the above requirements, any other information specifically requested in the project advertisement should also be included in the submittal." The 2 page limit is separate from the additional requirements that may be requested in the advertisement. Your firm may not be considered if not all information requested in the advertisement is provided.

11. **Question:** Can we include pictures, charts, graph's?

Answer: Yes, but we have a limitation on receiving files. We can only accept files under 2MB.

12. **Question:** Our Statement of Interest files are very large. Can we break up the file and send in multiple e-mails?

Answer: Yes, but first look at why it's so large. Is everything scanned; are large picture files included, etc. Converting existing files to Adobe and limiting graphics can reduce the size of a file significantly.

As stated in the E-mail Instructions,
Complete the word documents then convert them to the Adobe PDF for submittal. The size limitation on an incoming e-mail to IDOT is **2 MB**. If you exceed this limit, you must separate contents into multiple e-mails. Identify the number of e-mails being sent, (i.e. 1 of 3). Scanned images, color graphics, and photographs, which are converted to Adobe Portable Document Files (PDF) files, can become very large, use sparingly if at all.

13. **Question:** Our firm wants to do a joint venture (JV). Does IDOT have a JV agreement form?

Answer: No, IDOT does not have a form. It is up to the Consultants entering into a JV to submit the JV agreement as part of the Statement of Interest. See recurring notice **“NOTICE FOR JOINT VENTURE”**

14. **Question:** What are common errors made by consultants when submitting a Statement of Interest?

Answer: Waiting until the last minute to complete the Statements of Interest and using old SOL's with no quality control check.

Document	Problem(s)
Current Obligations	(wrong form, addition errors, \$'s not included for latest selection information, Construction Inspection work more than total work shown) (review instructions)
Delinquent Debt	(not signed/dated, subconsultants not included, doesn't match first page, i.e. prime has sub working on item 2 and 4, sub lists working on 2 and 6)
Disclosure	(not signed/dated, only partial submittal, missing form B, or no disclosure included) Disclosures NOT UPDATED WHICH CAUSES DELAYS. IDOT is unable to authorize the firm to do work if disclosure is not clear.
Exhibit A	(nothing in footer to indicate which form used, old form used, not signed/dated, city not indicated, DBE and work they are performing are not listed all requested personnel in advertisement not included.
Exhibit B	(not included, nothing in footer to indicate which form used, old form used although new revised date shown in footer) Personnel listed did not match SEFC Env. Staffing plan)
Iran Disclosure	(not signed/dated or included)
Miscellaneous	(Late, partial submittal, sent to wrong e-mail address, etc.)

Introduction

STATE OF ILLINOIS
Department of Transportation
2300 South Dirksen Parkway
Springfield, Illinois 62764

PROFESSIONAL TRANSPORTATION BULLETIN #149
Publish Date August 7, 2008

This bulletin is the official notice of needed professional services for the Illinois Department of Transportation (IDOT).

This bulletin is sent to each professional consultant on IDOT's prequalified list. A Professional firm who is not prequalified may obtain the necessary information and forms to become prequalified from the INTERNET at: <http://www.dot.gov.il/Doing Business/Consultant Services/Consultant Prequalification>.

This is not an invitation for bids. Firms properly prequalified for any of the projects listed herein may indicate their desire to be considered for selection by submitting a Statement of Interest for the project.

IDOT shall not discriminate based on race, color, national origin, or sex in the award and performance of any DOT-assisted contract or in the administration of its DBE Program or the requirements of 49 CFR part 26. IDOT shall take all necessary and reasonable steps under 49 CFR part 26 to ensure nondiscrimination in the award and administration of DOT-assisted contracts.

STATEMENTS MUST BE RECEIVED BY THE BUREAU OF DESIGN AND ENVIRONMENT AT THE ABOVE ADDRESS AND IF APPLICABLE, THE APPROPRIATE DISTRICT ENGINEER OR BUREAU CHIEF PRIOR TO 12:00 P.M. LOCAL TIME, August 28, 2008. STATEMENTS RECEIVED AFTER THIS TIME WILL NOT BE CONSIDERED.

The selection of professional consultants by IDOT is not based on competitive bidding but on the firm's professional qualifications, experience and expertise of key personnel to be assigned to the project with consideration also given to:

- 1) Ability to complete the work in the time required and the firm's existing workload.
- 2) The firm's proximity to the project, when important.
- 3) Extent of work which must be subcontracted by the firm and their proposed method of accomplishing the project objectives.
- 4) Financial evaluation of the firm and its accounting methods.
- 5) Performance rating for past work done for IDOT, if applicable.

All members of the Consultant Selection Committee will be **unavailable** to discuss specifics of projects listed herein during the two-week period preceding the Selection Committee Meeting.

Departmental procedures ensure that all members of the Consultant Selection Committee are provided with detailed information concerning all Statements of Interest submitted by all consultants. Please do not send letters expressing your interest in various projects and/or correspondence concerning your firm via Overnight/Federal Express mail to members of the Consultant Selection Committee.

Guidelines for Submitting Statements of Interest (SOI)

The firm acting as the prime must be prequalified in all of the prequalification categories requested in the project advertisement even if they plan to subcontract part of the project, except where noted in a specific project advertisement. Any work being done by a consultant, prime or sub must be prequalified in the category of work they are performing.

Prequalified firms may indicate their desire to be considered for selection on any of the projects listed herein by submitting a separate Statement of Interest (SOI) for each project that includes the following:

- 1) A cover sheet, clearly identifying the PTB Number, Item Number, Firm Name, and IDHR number (if available, see recurring notices). No additional information is required on the cover.
- 2) A brief statement of the firm's interest in performing the work. (Should not be longer than 2 pages)
- 3) A Table of Contents with page numbers, identifying the approach, exhibits, resumes, etc.
- 4) Color graphics/photographs should be limited in the submittal because the size limitation on incoming e-mail is 2 MB. Photo's etc. can create a large file so use at your discretion.
- 5) Complete Exhibit A as follows: (This should follow the Table of Contents in the SOI)
 - a) List the required key personnel to match required prequalification categories and any additional personnel requirements designated in the project advertisement.
 - b) Attach resumes of all personnel listed in a) above. Individual resumes should not exceed two pages and must be relevant to the expertise required for the specific project.
 - c) Designate the estimated time required to complete the project using the personnel presented. A completion date and/or number of months to complete the project should also be provided.
 - d) Identify proposed subconsultants and item(s) of work they will perform. If a DBE Goal is in the advertisement list the DBE subconsultant(s) and work the firm will be performing. All Subconsultants must be prequalified in the area of work they will be performing.
- 6) Projects involving Location Design Studies (Reconstruction/Major Reconstruction and New Construction/Major Reconstruction) and all Environmental Reports (Environmental Assessment and Environmental Impact Statements) require completion of **Exhibit B**.
- 7) Experience of the staff or firm in accomplishing similar types of work should be shown for only the most recent projects and should be concise and relevant to the expertise required for the specific project. If there are several projects with the same work completed, then one summary would be adequate with each location and the project manager noted for each. This information should be shown at the end of the SOI.
- 8) In addition to the above requirements, any other information specifically requested in the project advertisement should also be included in the submittal.
- 9) The Instructions for completing the Current Obligation documents immediately precede the Current Obligation forms. The Current Obligation Forms should be a separate document from the SOI. Only one copy for each prime, sent to the Central Bureau of Design and Environment, is required.
- 10) Instructions for completing **Forms A** and **B** are included on pages 1 and 2 immediately preceding **Forms A** and **B**. Disclosure Forms should be a separate document from the SOI. A cover should be provided with a statement similar to the following: "*The **Form A** disclosures (or Certification Statement) and the **Form B** disclosures are being submitted for PTB # _____, Item(s): _____.*" Only one copy for each prime, sent to the Central Bureau of Design and Environment, is required. In addition, **Form B** should not include IDOT projects, since this information is already included in the **Current Obligations**.

Guidelines for Submitting Statements of Interest (SOI)

- 11) The Delinquent Debt Certification is separate document. Only one document, for prime and subconsultants, with all pertinent data is required. Instructions are included at the bottom of the Delinquent Debt document.
- 12) The Disclosure of Business Operations in Iran is a separate document. Only one document for each prime is required. Instructions are included at the bottom of the Disclosure of Business Operations in Iran document.
- 13) Exhibit A, Exhibit B, the Current Obligations Form, Disclosure Forms, Delinquent Debt Certification, and Disclosure of Business Operations in Iran are available as word documents on our web site:
<http://www.dot.il.gov/desenv/deform.html>

The following addresses may be used when a hard copy of the SOI is requested to be sent to the Central Office in the advertisement:

Illinois Department of Transportation
Ms. Cheryl Cathey
Bureau of Design and Environment
Attn: Consultant Unit (Room 330)
2300 South Dirksen Parkway
Springfield, Illinois 62764

If required to be sent to the Region/District use addresses as follows:

Region 1

Ms. Diane O'Keefe

District 1

201 West Center Court
Schaumburg, IL 60196

Region 2

Mr. George Ryan

District 2

819 Depot Avenue
Dixon, IL 61021

Mr. George Ryan

District 3

700 East Norris Drive
P.O. Box 697
Ottawa, IL 61350

Region 3

Mr. Joseph Crowe

District 4

401 Main Street
Peoria, IL 61602

Mr. Joseph Crowe

District 5

Route 133 West
P.O. Box 610
Paris, IL 61944

Region 4

Mr. Roger Driskell

District 6

126 East Ash St.
Springfield, IL 62704

Mr. Roger Driskell

District 7

400 West Wabash
Effingham, IL 62401

Region 5

Ms. Mary Lamie

District 8

1102 Eastport Plaza Drive
Collinsville, IL 62234

Ms. Mary Lamie

District 9

State Transportation Building
P.O. Box 100
Carbondale, IL 62903

PROFESSIONAL TRANSPORTATION BULLETIN

REQUIRED FORMS FOR STATEMENT OF INTEREST SUBMITTAL

All required forms are located at: <http://www.dot.il.gov/desenv/deform.html>

Forms appear on the page as follows:

BDE 2900	Disclosure of Business Operations in Iran	
BDE 3000	Delinquent Debt Certification (Consultant)	
BDE CUR-OB	Consultant's Current Obligations for Statements of Interest.	9/06
BDE XHBT-A	Consultant Exhibits A	11/06
BDE XHBT-B	Consultant Exhibits B	4/1/08
DISC 2 (Consultants)	Disclosure Forms for Consultant Offers Instructions Form A, Financial Information & Potential Conflict of Interest Form B, Other Contract & Procurement Related Information Disclosure	11/07

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3.	Various	Various Phase II Projects
4.	Various	Various Phase I Safety Assessment Projects
5.	Various	Various Quality Assurance Testing Projects
6.	Various	Various Route Survey Projects
7.	Various	Various Route Survey Projects
8.	McHenry	Phase I on IL 47 from US 14 to Charles Road
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9.	Winnebago	Phase I/II on US 20 from IL 2 to I-39
10.	Various	Various Phase I/II Projects
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27.	Various	Statewide Structural Engineering Services
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1. **Job No. D-91-563-08, Phase II Project Management and Support for Various Projects, Various Routes, Various Counties, Region One/District One.**

This project will utilize the **Direct Labor Multiple (DLM)** method of compensation.

The **Complexity Factor** for this project is **0**.

The Consultant who is selected for this project and all subconsultants the prime Consultant will be using are scheduled to attend an initial meeting on **October 30, 2008** at **1:00 P.M.** at the Region One, District One Office in **Schaumburg**.

Phase II engineering services are required for an engineering management and project support as well as other functions as assigned necessary to accomplish Phase II services. The Consultant Project Manager (PM) will manage various department Phase II projects, which are under contract with other consultant engineering firms. Work orders under the blanket will be negotiated and authorized by the department on an as-needed basis. All work for this project may be in either English or metric units.

The PM and their staff will be expected to perform work similar to an IDOT Project Engineer and staff. The PM and their staff will be expected to perform the work in the district offices. This work may include engineering, technical, management, and project support to assist bringing to completion as expeditiously as possible numerous projects. Phase II engineering services may be required for a cost estimator, agreement specialist, pavement design engineer, railroad engineer, area utility technician, and a bridge liaison engineer to support the Bureau in various IDOT projects as well as other functions as assigned necessary to accomplish Phase II services.

The selected Consultant and/or their subconsultants on this project are prohibited from managing contracts where either party is the prime Consultant or a subconsultant. The selected firm and/or their subconsultants may not manage another firm if the relationship was reversed during another phase of work.

Joint Ventures will not be allowed on this project.

The department will furnish the Consultant with all department procedures, standards and specification, survey information, Project Reports, microfilm and all other available documents.

The estimated construction cost of these projects may range from \$200,000 to \$75,000,000. The completion date for this project will be 18 months after authorization to proceed. The agreement with the Consultant will include an option for renewal by the department for an additional 18 months.

Key personnel listed on **Exhibit A** for this project must include:

- The person who will assume the duties of Project Manager for all aspects of the work documents (must be an Illinois Licensed Professional Engineer).
- The person who will perform the duties of Project Engineer, that individual in charge who is directly involved in the development of the contract documents (must be an Illinois Licensed Professional Engineer).

- The person who will perform the QC/QA review work of all milestone submittal documents (must be an Illinois Licensed Professional Engineer).
- The person who will perform the duties of Pavement Design Engineer for all aspects of the work documents (must be an Illinois Licensed Professional Engineer).
- The person who will perform the duties of Bridge Liaison Engineer for all aspects of the work documents (must be an Illinois Licensed Professional Engineer).
- The person who will perform the duties of cost estimating must have experience preparing and reviewing contract plans.

Firms must be prequalified in the following categories to be considered for this project:

Highways (Roads & Streets)
Structures (Highway: Typical)
Special Studies (Location Drainage)

Statements of Interest, including resumes of the key people noted above, must be submitted electronically to the Central Bureau of Design and Environment at the following address:
SOIPTB@dot.il.gov

2. **Job No. P-91-567-08: Phase I Environmental Program Management for Various Projects, Various Routes, Various Counties, Region One/District One.**

This project will utilize the **Direct Labor Multiple (DLM)** method of compensation.

The **Complexity Factor** for this project is **0**.

The Consultant who is selected for this project and all subconsultants the prime Consultant will be using are scheduled to attend a negotiation meeting on **October 28, 2008 at 1:00 P.M.** at the Region One, District One office in Schaumburg.

A Program Management (PM) Consultant is required for Phase I environmental services. The PM Consultant will support various IDOT Phase I projects which are either in-house or under contract with other consultant engineering firms. The PM Consultant will be expected to perform work similar to an IDOT environmental specialist, and report to the Environmental Studies Unit Head. Key staff from the PM Consultant will be expected to perform work in the District Offices from two to five days per week, as required. Work orders under the blanket will be negotiated and authorized by the department on an as-needed basis.

The work may include administrative services, preparation, and/or review of technical analysis, Air, Noise, Biological, Cultural, Water Quality, Special Waste coordination, Wetland analysis/reviews, and other work as necessary to ensure assigned projects are completed in accordance with established schedules and budgets. The Consultants work may also include participation in developing and/or leading public involvement activities relating to the principles of context sensitive solutions. It is anticipated the PM Consultant will be involved in a variety of projects of varying complexity. In addition, the scope of work may include providing Program Development training.

The selected Consultant and/or their subconsultants on this project are prohibited from managing contracts where either party is the prime Consultant or a subconsultant. The selected firm and/or their subconsultants may not manage another firm if the relationship was reversed during another phase of work.

Joint Ventures will not be allowed on this project.

The completion date for this contract will be 24 months after authorization to proceed. The agreement with the Consultant will include an option for renewal by the department for an additional 24 months.

The work anticipated in support of Phase I projects may include, but will not be limited to:

- Preparation, analysis and/or review of Air, Noise, Biological, Cultural, Water Quality, Special Waste coordination, and Wetland issues;
- Coordination with program-level and assigned project-level controls personnel;
- Identify and implement all necessary coordination and communication within and outside the department; to IDOT, other environmental resource agencies, and stakeholders as required and includes the principles of Context Sensitive Solutions;
- Assist in regular progress meetings and briefings for IDOT including FHWA where details of project and progress are presented;

- Assist in the resolution of environmental issues, drawing upon necessary resources and experts in applicable disciplines;
- Facilitate the resolution of contractual issues, drawing upon necessary resources within IDOT;
- All other work as necessary and required to support assigned in-house and Consultant phase I projects.

The department will provide all IDOT policies and procedures that will govern this PM Consultant position.

Key personnel listed on **Exhibits A** and **B** for this project must include:

- The persons who will be the Environmental Lead, and be responsible for the day-to-day management of the environmental work effort, and persons responsible for all environmental disciplines including air quality, water quality, traffic noise, special waste, community impacts and ecology. Environmental staffing on **Exhibit B** must match the staffing presented in the firm's most recently approved Statement of Experience and Financial Condition.
- The person(s) who will perform the QC/QA review work of all milestone reviews and/or submittals.

Statements of Interest must also provide a proposed organization chart for the proposed PM Consultant team with proposed percentage of time commitment, as well as the approach the firm would take on this project, and a summary of the pertinent experience of the firm supporting the environmental aspects of phase I highway projects.

Firms must be prequalified in the **Environmental Reports (Environmental Assessment)** category to be considered for this project

Statements of Interest, including resumes of the key people noted above, must be submitted electronically to the Central Bureau of Design and Environment at the following address:
SOIPTB@dot.il.gov.

3. **Job No. D-91-006-09, Various Phase II Projects, Various Routes, Various Counties, Region One/District One.**

This project will utilize the **Direct Labor Multiple (DLM)** method of compensation.

The **Complexity Factor** for this project is **0**.

The Consultant who is selected for this project and all subconsultants the prime Consultant will be using are scheduled to attend an initial meeting on **October 28, 2008** at **1:30 P.M.** at the Region One, District One Office in **Schaumburg**.

Phase II engineering services are required for plan preparation, plan review, and route surveying on various projects throughout District One. Work orders under a blanket agreement will be negotiate and authorized by the department on an as-needed basis. All work for this project will be in English units.

The Consultant's work may include contract plan preparation for various projects involving roadway and/or bridge improvements, preparation of miscellaneous structure details, review of plans by Consultants and local agency Consultants for roadway and bridge reconstruction projects and providing supplemental field surveying for various projects.

The department will furnish the Consultant with available microfilm, bridge repair survey notes, patching surveys and other available information.

It is anticipated this contract will include involvement with 10 to 12 contract plans, review of 10 to 20 plan sets with an approximate construction cost ranging from \$1,000,000 to \$15,000,000. The completion date for this contract will be 12 months after authorization to proceed. The agreement with the Consultant will include an option for renewal by the department for an additional 12 months.

Key personnel listed on **Exhibit A** for this project must include:

- The person who will assume the duties of Project Manager for all aspects of the work documents (must be an Illinois Licensed Professional Engineer).
- The person who will assume the duties of Project Engineer, that individual in charge who is directly involved in the development of the contract documents (must be an Illinois Licensed Professional Engineer).
- The person who will perform the work in the area of structure plan preparation (must be an Illinois Licensed Structural Engineer). In addition, the staff performing this work must be identified.
- The person who will perform/supervise the work in the area of drainage calculations and preparation of the drainage plans (must be an Illinois Licensed Professional Engineer).
- The person who will perform/supervise the work in the area of route surveying (must be an Illinois Licensed Professional Surveyor).

- The person who will perform the QC/QA review work of all milestone submittal documents (must be an Illinois Licensed Professional Engineer for roadway work and must be an Illinois Licensed Structural Engineer for structural work with adequate plan review experience).

Firms must be prequalified in the following categories to be considered for this project:

Highways (Roads & Streets)
Structures (Highway Bridges: Typical)
Special Services (Route Survey)

Statements of Interest, including resumes of the key people noted above, must be submitted electronically to the Central Bureau of Design and Environment at the following address:
SOIPTB@dot.il.gov

4. **Job No. P-91-004-09, Various Phase I Safety Assessment Projects, Various Routes, Various Counties, Region One/District One.**

This project will utilize the **Direct Labor Multiple (DLM)** method of compensation.

The **Complexity Factor** for this project is **0**.

The Consultant who is selected for this project and all subconsultants the prime Consultant will be using are scheduled to attend an initial meeting on **October 29, 2008** at **9:00 A.M.** at the Region One, District One Office in **Schaumburg**.

Phase I engineering services are required for the preparation of traffic engineering studies and accident studies for various locations throughout District One. Work is anticipated to include the necessary collection of all field data such as digital color photos, condition diagrams and manual turning movement (full classification) traffic count data (as needed) and relevant crash data, and related study correspondence. This effort may also include the retrieval of Illinois Traffic Crash Reports from local enforcement agencies as well as preparation of collision diagrams. In addition, experience with Arcview/Arc GIS software will be needed to assist with crash data retrieval efforts. Also anticipated are traffic engineering analysis such as crash analysis, traffic signal warrant or capacity studies, and/or sight distance studies to determine recommended improvements. Reviews are expected to include intersections and roadway segments. If candidate safety improvement projects are developed from traffic studies, a cost estimate and benefit-cost analysis may be required for each candidate project to determine project eligibility for the annual Highway Safety Improvement Program (HSIP). The Consultant's work includes the necessary documentation to support recommendations. Work orders under the blanket agreement will be negotiated and authorized by the department on an as-needed basis. All work for this project will be in English units.

The department will furnish the Consultant with locations to be reviewed and traffic crash data compiled by the Division of Traffic Safety for most recent 3-years.

The completion date for this contract will be 18 months after authorization to proceed. The agreement with the Consultant will include an option for renewal by the department for an additional 18 months.

Key personnel listed on **Exhibit A** for this project must include:

- The person who will assume the duties of Project Manager for all aspects of the work documents (must be an Illinois Licensed Professional Engineer).
- The person who will perform the duties of Project Engineer, that individual in charge who is directly involved in the development of the contract documents (must be an Illinois Licensed Professional Engineer).
- The person who will perform the QC/QA review work of all milestone submittal documents (must be an Illinois Licensed Professional Engineer).
- The person(s) who will be directly performing the required work.

Firms must be prequalified in the **Special Plans (Traffic Studies)** category to be considered for this project.

Statements of Interest, including resumes of the key people noted above, must be submitted electronically to the Central Bureau of Design and Environment at the following address: SOIPTB@dot.il.gov.

5. **Job No. D-91-003-09, Various Quality Assurance Testing Projects, Various Routes, Various Counties, Region One/District One.**

This project will utilize the **Direct Labor Multiple (DLM)** method of compensation.

The **Complexity Factor** for this project is **0.003**.

The Consultant who is selected for this project and all subconsultants the prime Consultant will be using are scheduled to attend an initial meeting on **October 29, 2008 at 10:00 A.M.** at the Region One, District One Office in **Schaumburg**.

Phase III engineering services are required to perform the quality assurance responsibilities of hot-mix asphalt (HMA), Portland cement concrete (PCC) construction, Aggregate Gradation Control System (AGCS) and pipe and precast producers. The project includes Complete Quality Assurance Testing in accordance with the Standard Specifications for Road and Bridge Construction, Policy Memorandum 05-01 and any appropriate contract special provisions and plan notes or details. Work orders under the blanket agreement will be negotiated and authorized by the department on an as-needed basis. All work for this project will be in English units.

The Consultant's work includes plant and on-site inspections, sampling and material testing. The Consultant will carry out quality assurance duties as defined in the construction contract, Policy Memorandum 05-01 and the Consultant agreement. The Consultant will maintain records and submit documentation of all QC and QA activities required by the construction contract and Policy Memorandum 05-01.

The department will furnish the Consultant with daily assignments to various construction jobsites, bituminous or concrete plants, and pipe and precast facilities.

Quality Assurance (QA) oversight and Contractor's Quality Control (QC) by the same Consultant or one of their subconsultants on the same project or on material coming in from the same plant are prohibited. At the negotiations meeting, the prime Consultant and subconsultant(s) will disclose all current relationships with contractors.

The completion date for this contract will be 12 months after authorization to proceed.

Key personnel listed on **Exhibit A** for this project must include:

- The Liaison Engineer who will assume duties as project Manager for all aspects of the work (must be an Illinois Licensed Professional Engineer).
- The person(s) who will be in charge of QA Lab and Field Testing.
- QC/QA Level 1 and Level II (HMA and PCC) Testing Technicians.
- The Materials QA Technician.

Firms must be prequalified in the **Special Services (Quality Assurance: Complete)** category to be considered for this project.

Statements of Interest, including resumes of the key people noted above, must be submitted electronically to the Central Bureau of Design and Environment at the following address: SOIPTB@dot.il.gov

6. **Job No. P-91-001-09, Various Survey Projects, Various Routes, Various Counties, Region One/District One.**

This project will utilize the **Direct Labor Multiple (DLM)** method of compensation.

The **Complexity Factor** for this project is **0**.

The Consultant who is selected for this project and all subconsultants the prime Consultant will be using are scheduled to attend an initial meeting on **October 27, 2008** at **9:00 A.M.** at the Region One, District One Office in **Schaumburg**.

Phase I engineering services are required for field surveys for various roadway projects to enable the department to proceed with Phase I studies and prepare contract plans. Work orders under the blanket agreement will be negotiated by the department on as needed basis. All work for this project will be in English units.

The Consultant's work includes but is not limited to, route surveys, stream surveys, topographic surveys, cross sections, profile, existing and proposed centerline alignments, drainage inverts, right of way monuments, plotting of said field information, and possibly supplementing the District Survey staff on mapping projects. All survey information submitted must be acceptable for design purposes, and be formatted per IDOT specifications. All data collected must comply with IDOT CADD standards and use standard IDOT Survey point codes.

The department will furnish the Consultant with all available benchmarks and coordinates that can be used on the projects.

The completion date for this contract will be 24 months after authorization to proceed.

Key personnel listed on **Exhibit A** for this project must include:

- The person who will be responsible for the actual field survey (must be an Illinois Licensed Professional Engineer or an Illinois Licensed Land Surveyor)
- The person who will perform the QA/QC review work of all milestone submittal documents (must be an Illinois Licensed Professional Engineer or an Illinois Licensed Land Surveyor)

Firms must be prequalified in the **Special Services (Route Surveys)** category to be considered for this project.

Statements of Interest, including resumes of the key people noted above, must be submitted electronically to the Central Bureau of Design and Environment at the following address: SOIPTB@dot.il.gov

7. **Job No. P-91-002-09, Various Roadway Survey Projects, Various Routes, Various Counties, Region One/District One.**

This project will utilize the **Direct Labor Multiple (DLM)** method of compensation.

The **Complexity Factor** for this project is **0**.

The Consultant who is selected for this project and all subconsultants the prime Consultant will be using are scheduled to attend an initial meeting on **October 27, 2008 at 10:30 A.M.** at the Region One, District One Office in **Schaumburg**.

Phase I engineering services are required for field surveys for various roadway projects. Work orders under the blanket agreement will be negotiated by the department on as needed basis. All work for this project will be in English units.

The Consultant's work includes but is not limited to, route surveys, stream surveys, topographic surveys, cross sections, profile, existing and proposed centerline alignments, drainage inverts, right of way monuments, plotting of said field information, and possibly supplementing the District Survey staff on mapping projects. All survey information submitted must be acceptable for design purposes, and be formatted per IDOT specifications. All data collected must comply with IDOT CADD standards and use standard IDOT Survey point codes.

The department will furnish the Consultant with all available benchmarks and coordinates that can be used on the projects.

The completion date for this contact will be 24 months after authorization to proceed.

Key personnel listed on **Exhibit A** for this project must include:

- The person who will be responsible for the actual field survey (must be an Illinois Professional Engineer or an Illinois Licensed Land Surveyor)
- The person who will perform the QA/QC review work of all milestone submittal documents (must be an Illinois Licensed Land Surveyor or an Illinois Licensed Professional Engineer).

Firms must be prequalified in the **Special Services (Route Surveys)** category to be considered for this project.

Statements of Interest, including resumes of the key people noted above, must be submitted electronically to the Central Bureau of Design and Environment at the following address: SOIPTB@dot.il.gov

8. **Job No. P-91-007-09, Phase I, IL 47 from US 14 to Charles Rd, McHenry County, Region One/District One.**

This project will utilize the **Cost Plus Fixed Fee (CPFF)** method of compensation.

This project requires 15% DBE participation.

The **Complexity Factor** for this project is **0.035**.

The Consultant who is selected for this project and all subconsultants the prime Consultant will be using are scheduled to attend an initial meeting on **October 29, 2008** at **9:00 A.M.** at the Region One, District One Office in **Schaumburg**.

Phase I engineering services are required for all work associated with the preparation of a preliminary engineering and environmental study which is anticipated to consist of a Combined Design Report/Environmental Assessment for the improvement of IL 47 from US 14 to Charles Road, approximately 4.5 miles. Typically, the existing roadway cross section is one-lane in each direction (undivided) with shoulders. Land use abutting the corridor includes residential, commercial, industrial, and potential historic properties. The proposed improvement is anticipated to address geometric modifications, through either widening/resurfacing or reconstruction, to accommodate existing and projected year 2030 travel demands. A center median to accommodate turning vehicles with additional auxiliary lanes at intersections and the need for additional through traffic lanes is anticipated to be investigated. Existing signals are expected to be modernized and other intersections will be investigated for signal warrants. Bridge improvements may consist of widening or replacement. A key planning tool will include a public involvement program based upon the principles of Context Sensitive Solutions. The work will also include all related work necessary to complete a Phase I Combined Design Report and Environmental Assessment. All work for this project will be in English units.

The department will furnish the Consultant with available microfilm plans, accident data, utility coordination and correspondence, and archaeological, historical, biological and hazardous waste survey and coordination.

The estimated construction cost for this project is \$50,000,000. The completion date for this contract will be 48 months after authorization to proceed.

Key personnel listed on **Exhibit A** and **B** for this project must include:

- The person who will assume the duties of Project Manager for all aspects of the work documents (must be an Illinois Licensed Professional Engineer).
- The person who will perform the duties of Project Engineer, that individual in charge who is directly involved in the development of the contract documents (must be an Illinois Licensed Professional Engineer).
- The person who will perform/supervise the work in the area of hydraulic/drainage calculations and preparation of the Drainage/Hydraulic Reports (must be an Illinois Licensed Professional Engineer).

- The person who will perform the work in the area of structure plan preparation documents (must be an Illinois Licensed Structural Engineer). In addition, the staff performing this work must be identified.
- The person(s) who will perform the QC/QA review work of all milestone submittals (must be an Illinois Licensed Professional Engineer for roadway work and must be an Illinois Licensed Structural Engineer for structural work with adequate plan review experience).
- The Environmental Lead, who will be responsible for the day-to-day management of the environmental work effort, and persons responsible for all environmental disciplines including air quality, water quality, traffic noise, community impacts, and ecology. Environmental staffing on **Exhibit B** must match the staffing presented in the firm's most recently approved Statement of Experience and Financial Condition.

Firms must be prequalified in the following categories to be considered for this project:

**Location/Design Studies (Reconstruction/Major Rehabilitation)
Environmental Reports (Environmental Assessment)**

The prime Consultant must be prequalified in **Environmental Reports (Environmental Assessment)** and must perform all of the environmental work using staff that has been presented in the firm's most recently approved Statement of Experience and Financial Condition or your firm may use a single subconsulting firm that is prequalified in **Environmental Reports (Environmental Assessment)** to perform all of the environmental work. The subconsultant's staff must be the same as presented in their most recently approved Statement of Experience and Financial Condition.

Statements of Interest, including resumes of the key people noted above, must be submitted electronically to the Central Bureau of Design and Environment at the following address: SOIPTB@dot.il.gov

9. **Job No. P-92-075-08, FAP 301 (US 20), Phase I/II, from IL 2 to I-39, Winnebago County, Region Two/District Two.**

This project will utilize the **Cost Plus Fixed Fee (CPFF)** method of contracting.

This project requires 15% DBE participation.

The **Complexity Factor** for this project is **0.035**.

The Consultant who is selected for this project and all subconsultants the prime Consultant will be using are scheduled to attend a negotiation meeting on **October 24, 2008** at **10:00 A.M.** at the Region Two, District Two Office in **Dixon**.

Phase I and II engineering services are required for the preparation of a Location/Design Report for the reconstruction of US 20 between IL 2 and I-39 and contract bridge plans for an estimated 5 structures within these limits. All work for this project will be in English units.

Phase I engineering services are required to develop alternatives for the reconstruction of US 20 including additional lanes between IL 2 and I-39 and reconstruction of the I-39/US 20, US 20/Alpine Rd, and US 20/ IL 251 interchanges. Interchange Type Studies will be needed to determine the most feasible and economical interchange at the US 20/IL 251 and US 20/Alpine Rd. interchanges. At the I-39/US 20 interchange, the study will include evaluations of the northbound to westbound and eastbound to southbound ramps. Interchange Design Studies will be completed for the preferred interchange options. Access Justification Reports may also be required. In addition, the scope of work may include preparation of TS&L drawings detailing required modifications to existing structures; evaluation of alternatives for widening/addition lanes, a traffic management plan, hydraulic reports, location drainage studies, local agency coordination, public involvement activities and the required field survey. It is anticipated that this project may require an Environmental Assessment.

Phase II engineering services are required for the development of structure plans for four structures carrying US 20 over the Rock River and one structure carrying 20th Street over US 20. The scope of work may include a re-evaluation of the plans prepared under separate contract for Structure Numbers 101-0055 and 101-0056 carrying US 20 over IL 2, to ensure compatibility with construction and maintenance of traffic, as these structures may be let under the same construction contract as the Rock River structures.

The following structures may be included in this project:

- S.N. 101-0055 – US 20 EB over IL 2
- S.N. 101-0056 – US 20 WB over IL 2
- S.N. 101-0057 – US 20 EB over Rock River (west)
- S.N. 101-0058 – US 20 WB over Rock River (west)
- S.N. 101-0059 – US 20 EB over Rock River (east)
- S.N. 101-0060 – US 20 WB over Rock River (east)
- S.N. 101-0061 – US 20 EB over Kishwaukee Street
- S.N. 101-0062 – US 20 EB over Kishwaukee Street
- S.N. 101-0063 – US 20 EB over BNRR
- S.N. 101-0064 – US 20 WB over BNRR
- S.N. 101-0065 – US 20 EB over IL 251/11th Street

- S.N. 101-0066 – US 20 WB over IL 251/11th Street
- S.N. 101-0116 – 20th Street over US 20
- S.N. 101-0151 – Alpine Road over US 20
- S.N. 101-0135 – I-39 NB over US 20
- S.N. 101-0137 – US 20 EB to I-39 SB over Linden Road

The department will furnish the Consultant with any available as-built/old plans; microfilm plans; aerial survey and existing survey data; existing right-of-way plats; traffic data; crash data, soil-boring data, and any other available information.

The estimated construction cost for this project is \$60,000,000. It is estimated that Phase I will be completed within 24 months. Phase II work must be completed within 12 months of authorization to proceed which is expected to be provided immediately upon notice of Design Approval.

Key personnel listed on **Exhibit A and B** for this project must include:

- The person who will assume the duties of Project Manager for all aspects of the work documents (must be an Illinois Licensed Professional Engineer).
- The person who will perform the duties of Project Engineer, that individual in charge who is directly involved in the development of the contract documents (must be an Illinois Licensed Professional Engineer).
- The person who will perform/supervise the work in the area of drainage calculations and the preparation of the Drainage Report (must be an Illinois Licensed Professional Engineer).
- The person who will perform/supervise the work in the area of geotechnical analysis and the preparation of the Structure Geotechnical Report (must be an Illinois Licensed Professional Engineer).
- The person who will perform the work in the area of structure plan preparation documents (must be an Illinois Licensed Structural Engineer). In addition, the staff performing this work must be identified.
- The person who will be in charge of route surveys (must be an Illinois Licensed Professional Engineer or an Illinois Licensed Professional Surveyor).
- The person who will be in charge of land surveys (must be an Illinois Licensed Professional Surveyor).
- The person who will perform the QC/QA review work for all milestone submittal documents (must be an Illinois Licensed Professional Engineer for roadway work and must be an Illinois Licensed Structural Engineer for structural work with adequate plan review experience).
- The Environmental Lead , who will be responsible for the day-to-day management of the environmental work effort , and persons responsible for all environmental disciplines including air quality, water quality, traffic noise, community impacts, and ecology.

Environmental staffing on **Exhibit B** must match the staffing presented in the firm's most recently approved Statement of Experience and Financial Condition.

Firms must be prequalified in the following category to be considered for this project:

**Location/Design Studies (Reconstruction/Major Rehabilitation)
Structures (Highway: Typical)**

The prime Consultant must be pre-qualified in **Environmental Assessment** and must perform all of the environmental work using staff that has been presented in your most recent Statement of Experience and Financial Condition or your firm may use a single sub-consulting firm that is pre-qualified in **Environmental Assessment** to perform all of the environmental work. The sub consultant's staff must be the same as presented in their most recently approved Statement of Experience and Financial Condition

Statements of Interest, including resumes of the key people noted above, must be submitted electronically to the Central Bureau of Design and Environment at the following address:
SOIPTB@dot.il.gov

10. **Job No. P-92-110-08, Various Phase I/II Projects, Various Routes, Various Counties, Region Two/District Two.**

This project may utilize the **Direct Labor Multiple (DLM)** method of compensation.

The **Complexity Factor** for this project is **0**.

This project requires 10% DBE participation.

The Consultant who is selected for this project and all subconsultants the prime Consultant will be using are scheduled to attend an initial meeting on **October 29, 2008 at 10:00 A.M.** at the Region Two, District Two Office in **Dixon**.

Phase I and/or II engineering services are required for various projects throughout District Two. Work orders under the blanket agreement will be negotiated and authorized by the department on an as-needed basis. All work for this project will be in English units.

The Phase I work, if required, may consist of conducting route surveys, hydraulic surveys, hydraulic analyses, geometric studies, and preparing Project Reports (Categorical Exclusion projects only). This work may include data collection, development of alignment alternatives, cost estimates, traffic management analysis, accident analyses, type, size and location (TS&L) drawings, structure plans, and other related work and exhibits necessary to produce the Project Report.

The Phase II work, if required, may consist of conducting route surveys, land surveys, hydraulic analyses, geometric studies, and preparation of type, size and location (TS&L) drawings, structure plans, roadway plans, and any other related work to complete final plans, special provisions and estimates.

The various proposed projects may consist of simple patching and resurfacing, bridge repair, bridge rehabilitation, bridge replacement, widening and resurfacing, and/or new roadway projects.

The department will furnish the Consultant with any available as-built plans, microfilm plans, field notes, traffic data, accident statistics, agency coordination, existing right-of-way plans, aerial photos, boring logs, and other information.

The estimated construction cost for this project is \$200,000 to \$4,000,000. It is anticipated that this contract will include approximately 3 to 15 different projects. The engineering sources required may consist of only a portion of the total engineering work on a certain project. The completion date for this contract will be 24 months after authorization to proceed.

Key personnel listed on **Exhibit A** for this project must include:

- The person who will assume the duties of Project Manager for all aspects of the work documents (must be an Illinois Licensed Professional Engineer).
- The person who will perform the duties of Project Engineer, that individual in charge who is directly involved in the development of the contract documents (must be an Illinois Licensed Professional Engineer).

- The person who will perform the work in the area of structure plan preparation documents (must be an Illinois Licensed Structural Engineer). In addition, the staff performing this work must be identified.
- The person who will perform/supervise the work in the area of drainage calculations and preparation of the Drainage Report (must be an Illinois Licensed Professional Engineer).
- The person who will be in charge of route surveys (must be an Illinois Licensed Professional Engineer or an Illinois Professional Licensed Surveyor).
- The person who will be in charge of land surveys (must be an Illinois Licensed Professional Surveyor).
- The person who will perform the QC/QA review work for all milestone submittal documents (must be an Illinois Licensed Professional Engineer for roadway work and must be an Illinois Licensed Structural Engineer for structural work with adequate plan review experience).

Firms must be prequalified in the following categories to be considered for this project:

Highways (Roads & Streets)
Structures (Highway: Typical)
Hydraulic Reports (Waterways: Typical)
Location/Design Studies (Rehabilitation)

Statements of Interest, including resumes of the key people noted above, must be submitted concurrently to the Central Bureau of Design and Environment at the following address:
SOIPTB@dot.il.gov

11. **Job No. P-92-111-08, Various Phase I/II Projects, Various Routes, Various Counties, Region Two/District Two.**

This project will utilize the **Direct Labor Multiple (DLM)** method of compensation.

The **Complexity Factor** for this project is **0**.

This project requires 10% DBE participation.

The Consultant who is selected for this project and all subconsultants the prime Consultant will be using are scheduled to attend an initial meeting on **October 29, 2008** at **1:30 P.M.** at the Region Two, District Two Office in **Dixon**.

Phase I and/or II engineering services are required for various projects throughout District Two. Work orders under the blanket agreement will be negotiated and authorized by the department on an as-needed basis. All work for this project will be in English units.

The Phase I work, if required, may consist of conducting route surveys, hydraulic surveys, hydraulic analyses, geometric studies, and preparing Project Reports (Categorical Exclusion projects only). This work may include data collection, development of alignment alternatives, cost estimates, traffic management analysis, accident analyses, type, size and location (TS&L) drawings, structure plans, and other related work and exhibits necessary to produce the Project Report.

The Phase II work, if required, may consist of conducting route surveys, land surveys, hydraulic analyses, geometric studies, and preparation of type, size and location (TS&L) drawings, structure plans, roadway plans, and any other related work to complete final plans, special provisions and estimates.

The various proposed projects may consist of simple patching and resurfacing, bridge repair, bridge rehabilitation, bridge replacement, widening and resurfacing, and/or new roadway projects.

The department will furnish the Consultant with any available as-built plans, microfilm plans, field notes, traffic data, accident statistics, agency coordination, existing right-of-way plans, aerial photos, boring logs, and other information.

The estimated construction cost for this project is \$200,000 to \$4,000,000. It is anticipated that this contract will include approximately 3 to 15 different projects. The engineering sources required may consist of only a portion of the total engineering work on a certain project. The completion date for this contract will be 24 months after authorization to proceed. The agreement with the Consultant will have an option for renewal by the department for an additional 24 months.

Key personnel listed on **Exhibit A** for this project must include:

- The person who will assume the duties of Project Manager for all aspects of the work documents (must be an Illinois Licensed Professional Engineer).

- The person who will perform the duties of Project Engineer, that individual in charge who is directly involved in the development of the contract documents (must be an Illinois Licensed Professional Engineer).
- The person who will perform the work in the area of structure plan preparation documents (must be an Illinois Licensed Structural Engineer). In addition, the staff performing this work must be identified.
- The person who will perform/supervise the work in the area of drainage calculations and preparation of the Drainage Report (must be an Illinois Licensed Professional Engineer).
- The person who will be in charge of route surveys (must be an Illinois Licensed Professional Engineer or an Illinois Professional Licensed Surveyor).
- The person who will be in charge of land surveys (must be an Illinois Licensed Professional Surveyor).
- The person who will perform the QC/QA review work for all milestone submittal documents (must be an Illinois Licensed Professional Engineer for roadway work and must be an Illinois Licensed Structural Engineer for structural work with adequate plan review experience).

Firms must be prequalified in the following categories to be considered for this project:

Highways (Roads & Streets)
Structures (Highway: Typical)
Hydraulic Reports (Waterways: Typical)
Location/Design Studies (Rehabilitation)

Statements of Interest, including resumes of the key people noted above, must be submitted concurrently to the Central Bureau of Design and Environment at the following address:
SOIPTB@dot.il.gov

12. **Job No. P-92-112-08, Various Phase I/II Projects, Various Routes, Various Counties, Region Two/District Two.**

This project will utilize the **Direct Labor Multiple (DLM)** method of compensation.

The **Complexity Factor** for this project is **0**.

This project requires 10% DBE participation.

The Consultant who is selected for this project and all subconsultants the prime Consultant will be using are scheduled to attend an initial meeting on **October 30, 2008 at 10:00 A.M.** at the Region Two, District Two Office in **Dixon**.

Phase I and/or II engineering services are required for various projects throughout District Two. Work orders under the blanket agreement will be negotiated and authorized by the department on an as-needed basis. All work for this project will be in English units.

The Phase I work, if required, may consist of conducting route surveys, hydraulic surveys, hydraulic analyses, geometric studies, and preparing Project Reports (Categorical Exclusion projects only). This work may include data collection, development of alignment alternatives, cost estimates, traffic management analysis, accident analyses, type, size and location (TS&L) drawings, structure plans, and other related work and exhibits necessary to produce the Project Report.

The Phase II work, if required, may consist of conducting route surveys, land surveys, hydraulic analyses, geometric studies, and preparation of type, size and location (TS&L) drawings, structure plans, roadway plans, and any other related work to complete final plans, special provisions and estimates.

The various proposed projects may consist of simple patching and resurfacing, bridge repair, bridge rehabilitation, bridge replacement, widening and resurfacing, and/or new roadway projects.

The department will furnish the Consultant with any available as-built plans, microfilm plans, field notes, traffic data, accident statistics, agency coordination, existing right-of-way plans, aerial photos, boring logs, and other information.

The estimated construction cost for this project is \$200,000 to \$4,000,000. It is anticipated that this contract will include approximately 3 to 15 different projects. The engineering sources required may consist of only a portion of the total engineering work on a certain project. The completion date for this contract will be 24 months after authorization to proceed. The agreement with the Consultant will have an option for renewal by the department for an additional 24 months.

Key personnel listed on **Exhibit A** for this project must include:

- The person who will assume the duties of Project Manager for all aspects of the work documents (must be an Illinois Licensed Professional Engineer).

- The person who will perform the duties of Project Engineer, that individual in charge who is directly involved in the development of the contract documents (must be an Illinois Licensed Professional Engineer).
- The person who will perform the work in the area of structure plan preparation documents (must be an Illinois Licensed Structural Engineer). In addition, the staff performing this work must be identified.
- The person who will perform/supervise the work in the area of drainage calculations and preparation of the Drainage Report (must be an Illinois Licensed Professional Engineer).
- The person who will be in charge of route surveys (must be an Illinois Licensed Professional Engineer or an Illinois Professional Licensed Surveyor).
- The person who will be in charge of land surveys (must be an Illinois Licensed Professional Surveyor).
- The person who will perform the QC/QA review work for all milestone submittal documents (must be an Illinois Licensed Professional Engineer for roadway work and must be an Illinois Licensed Structural Engineer for structural work with adequate plan review experience).

Firms must be prequalified in the following categories to be considered for this project:

Highways (Roads & Streets)
Structures (Highway: Typical)
Hydraulic Reports (Waterways: Typical)
Location/Design Studies (Rehabilitation)

Statements of Interest, including resumes of the key people noted above, must be submitted concurrently to the Central Bureau of Design and Environment at the following address:
SOIPTB@dot.il.gov

13. **Job No. P-92-113-08, Various Land and Route Survey Projects, Various Routes, Various Counties, Region Two/District Two.**

This project will utilize the **Direct Labor Multiple (DLM)** method of compensation.

The **Complexity Factor** for this project is **0**.

This project requires 10% DBE participation.

The Consultant who is selected for this project and all subconsultants the prime Consultant will be using are scheduled to attend an initial meeting on **October 28, 2008 at 10:00 A.M.** at the Region Two/District Two Office in **Dixon**.

Engineering services are required to furnish various land and route surveys throughout District Two. Work is anticipated to include field office assistance for surveys to establish or re-establish section corners, reference said corners to centerlines, preparation of a cover sheet, Right-of-Way Plats, Easement Plats, Premise Plats, legal descriptions, Monument Record Plats (copies of recorded Monument Record Plats to be furnished by the Consultant), section Corner Plat of Survey, and staking plans for projects up to 20 parcels or more. Work orders under the blanket agreement will be negotiated and authorized by the department on as as-needed basis. All work for this project will be in English units.

In addition, the Consultant selected may perform various route survey functions, including, but not limited to horizontal and vertical control for aerial mapping projects and topographic surveys. The Consultant may be required to contact local land surveyors for their input and may be expected to obtain historic survey reference data.

The department will furnish the Consultant with alignment data, Title Reports, Existing Right-of-Way Plats, and Proposed Right-of-Way requirements when available.

The completion date for this contract will be 24 months after authorization to proceed. The agreement with the Consultant will have an option for renewal by the department for an additional 24 months.

Key personnel listed on **Exhibit A** for this project must include:

- The person who will assume the duties of Project Manager for all aspects of the work documents (must be an Illinois Licensed Professional Engineer or an Illinois Licensed Professional Land Surveyor).
- The person who will perform/supervise the work in the area of route surveying (must be an Illinois Licensed Professional Engineer or an Illinois Licensed Professional Land Surveyor).
- The person who will perform/supervise the work in the area of land surveying (must be an Illinois Licensed Professional Land Surveyor).
- The person who will perform the QC/QA review work of all milestone submittal documents (must be an Illinois Licensed Professional Engineer or an Illinois Licensed Professional Land Surveyor).

Firms must be prequalified in the following categories to be considered for this project:

Special Services (Land Surveys)
Special Services (Route Surveys)

Statements of Interest, including resumes of key people noted above, must be submitted electronically to the Central Bureau of Design and Environment at the following address:
SOIPTB@dot.il.gov

14. **Job No. P-92-114-08, Various Land and Route Survey Projects, Various Routes, Various Counties, Region Two/District Two.**

This project will utilize the **Direct Labor Multiple (DLM)** method of compensation.

The **Complexity Factor** for this project is **0**.

This project requires 10% DBE participation.

The Consultant who is selected for this project and all subconsultants the prime Consultant will be using are scheduled to attend an initial meeting on **October 28, 2008** at **1:30 P.M.** at the Region Two/District Two Office in **Dixon**.

Engineering services are required to furnish various land and route surveys throughout District Two. Work is anticipated to include field office assistance for surveys to establish or re-establish section corners, reference said corners to centerlines, preparation of a cover sheet, Right-of-Way Plats, Easement Plats, Premise Plats, legal descriptions, Monument Record Plats (copies of recorded Monument Record Plats to be furnished by the Consultant), section Corner Plat of Survey, and staking plans for projects up to 20 parcels or more. Work orders under the blanket agreement will be negotiated and authorized by the department on as as-needed basis. All work for this project will be in English units.

In addition, the Consultant selected may perform various route survey functions, including, but not limited to horizontal and vertical control for aerial mapping projects and topographic surveys.

The department will furnish the Consultant with alignment data, Title Reports, Existing Right-of-Way Plats, and Proposed Right-of-Way requirements when available.

The Consultant may be required to contact local land surveyors for their input and may be expected to obtain historic survey reference data. This work must be completed within 24 months after authorization to proceed. The agreement with the Consultant will have an option for renewal by the department for an additional 24 months.

Key personnel listed on **Exhibit A** for this project must include:

- The person who will assume the duties of Project Manager for all aspects of the work documents (must be an Illinois Licensed Professional Engineer or an Illinois Licensed Professional Land Surveyor).
- The person who will perform/supervise the work in the area of route surveying (must be an Illinois Licensed Professional Engineer or an Illinois Licensed Professional Land Surveyor).
- The person who will perform/supervise the work in the area of land surveying (must be an Illinois Licensed Professional Land Surveyor).
- The person who will perform the QC/QA review work of all milestone submittal documents (must be an Illinois Licensed Professional Engineer or an Illinois Licensed Professional Land Surveyor).

Firms must be prequalified in the following categories to be considered for this project:

Special Services (Land Surveys)
Special Services (Route Surveys)

Statements of Interest, including resumes of key people noted above, must be submitted electronically to the Central Bureau of Design and Environment at the following address:
SOIPTB@dot.il.gov

15. **Job No. P-93-050-08, Various Phase I/II Structure Projects, Various Routes, Various Counties, Region Two/District Three.**

This project will utilize the **Direct Labor Multiple (DLM)** method of compensation.

The **Complexity Factor** for this project is **0**.

The Consultant who is selected for this project and all subconsultants the prime Consultant will be using are scheduled to attend a negotiation meeting on **October 24, 2008** at **10:00 A.M.** at the Region Two/District Three Office in **Ottawa**.

Phase I and/or Phase II engineering services are required for Bridge Condition Reports, field surveys (including route and hydraulic stream surveys), Hydraulic Reports and, if needed, Type, Size and Location drawings, structure geotechnical reports, structure repair plans and structure borings for various structures throughout District 3. Work orders under the blanket agreement will be negotiated and authorized on an as-needed basis. Work for this project will be in English units.

The scope of work is anticipated to include data collection (may include ground penetration radar and/or infrared bridge deck delamination surveys and deck cores), ground and stream surveys, cost comparisons, traffic analyses and all work necessary to complete the Bridge Condition Reports, Hydraulic Reports and, if needed, type, size and location (TS&L) drawings, structure repair plans and structure borings.

The department will furnish the Consultant with traffic data, existing bridge rating information, unit prices for cost comparisons and available microfilm prints of as-built plans.

The completion date for this contract will be 24 months after authorization to proceed. The agreement with the Consultant will include an option for renewal by the department for an additional 24 months.

Key personnel listed on **Exhibit A** for this project must include:

- The person who will assume the duties of Project Manager for all aspects of the work documents (must be an Illinois Licensed Professional Engineer).
- The person who will assume the duties of Project Engineer, that individual-in-charge who is directly involved in the development of the contract documents (must be an Illinois Licensed Professional Engineer).
- The person who will perform the work in the area of structure plan preparation documents (must be an Illinois Licensed Structural Engineer). In addition, the staff performing this work must be identified.
- Person(s) who will perform the work in the area of structure geotechnical reports and structure repair plans (must be an Illinois Licensed Professional or Structural Engineer) shall be identified. The firm performing the geotechnical work must be prequalified in the **Geotechnical Services (Structure Geotechnical Reports (SGR))** category. This firm may be the prime or a prequalified subconsultant.

- The person(s) who will perform the QC/QA review work of all milestone submittals (must have adequate plan review experience and be an Illinois Licensed Professional Engineer for roadway work and an Illinois Licensed Structural Engineer for structure work).

Firms must be prequalified in the following categories to be considered for this project:

Location/Design Studies (Rehabilitation)
Structures (Highway: Typical)
Special Studies (Location Drainage)

Statements of Interest, including resumes of the key people noted above, must be submitted electronically to the Central Bureau of Design and Environment at the following address:
SOIPTB@dot.il.gov

16. **Job No. P-93-051-08, Various Phase I/II Project Management, Various Routes, Various Counties, Region Two/District Three.**

This project will utilize the **Direct Labor Multiple (DLM)** method of compensation.

The **Complexity Factor** for this project is **0**.

The Consultant who is selected for this project and all subconsultants the prime Consultant will be using are scheduled to attend an initial meeting on **October 24, 2008** at **1:00 P.M.** at the Region Two, District Three Office in **Ottawa**.

Phase I and/or II engineering services are required by an engineering manager. The Consultant Project Manager (PM) will support IDOT staff in managing local agency projects. This work involves working directly with the local agency and their consulting firms as well as other bureaus in the department. Work Orders under a blanket agreement will be negotiated and authorized by the department on an as-needed basis. The PM will be expected to perform work similar to an IDOT Local Roads Project Engineer & staff. Key staff from the PM will usually be required to perform the work in the District offices. This work may include engineering, technical support, engineering management, project control, administrative services and field assignments necessary in bringing completion to projects expeditiously. All work for this project will be in English units.

The selected Consultant and/or their subconsultants on this project are prohibited from managing contracts where either party is the prime Consultant or a subconsultant. The selected firm and/or their subconsultants may not manage another firm if the relationship was reversed during another phase of work.

Joint Ventures will not be allowed on this project.

Services are anticipated to consist of managing and/or coordinating Local Agency engineering projects assigned, including Phase I/II projects, environmental work, MFT processes and any other associated work necessary to complete the listed work, all in accordance with IDOT and Federal standards and contract administration.

The work may include:

- Manage all facets of Local Agency Phase I and II engineering projects as assigned, including:
 - Review of deliverables for compliance with departmental policies.
 - Monitoring the project scope, schedule and budget.
- Identify and implement all necessary coordination and communication within and outside the department, to IDOT and stakeholders as required.
- Hold regular progress meetings and briefings for IDOT including FHWA where details of project and progress are presented.
- Provide engineering judgment and analysis in the review of county, township and municipal federal, MFT and TBP programs to ensure departmental and statutory obligations are being fulfilled as it relates to the proper expenditure of funds.

The department will furnish the Consultant with Work Stations.

The estimated construction cost of these projects may range from \$10,000 to \$20,000,000. The completion date for this contact will be 24 months after authorization to proceed. The agreement

with the Consultant will include an option for renewal by the department for an additional 24 months.

Key personnel listed on **Exhibits A** and **B** for this project must include:

- The person who will assume the duties of Project Manager for all aspects of the work documents (must be an Illinois Licensed Professional Engineer).
- The person who will assume the duties of Project Engineer, that individual in charge of the day-to-day management work program (must be an Illinois Licensed Professional Engineer).

Statements of Interest must include a proposed organizational chart for the proposed PM Consultant team as well as the approach the firm would take on a management project and a summary of the pertinent experience of the firm managing the Phase I and Phase II projects. A list of staff's proficiency in computer software should also be included.

Firms must be prequalified in the following categories to be considered for this project:

Highways (Roads & Streets)
Special Studies (Location Drainage)
Location/Design Studies (Reconstruction/Major Rehabilitation)

Statements of Interest, including resumes of the key people noted above, must be submitted electronically to the Central Bureau of Design and Environment at the following address: SOIPTB@dot.il.gov

17. **Job No. C-94-086-08, IL 8 from Sunrise Ave. to Summit Dr. in East Peoria, Construction Inspection, Tazewell County, Region Three/District Four**

This project will utilize the **Cost Plus Fixed Fee (CPFF)** method of compensation.

This project requires **25% DBE participation**.

The **Complexity Factor** for this project is **0.035**.

The Consultant who is selected for this project and all subconsultants the prime Consultant will be using are scheduled to attend a negotiation meeting on **October 24, 2008** at **10:00 A.M.** at the Region Three, District Four Office in **Peoria**.

Construction Contract #68258 is located in East Peoria and consists of the reconstruction of IL 8 from Sunrise Ave. to Summit Dr. The project is scheduled for the March 6, 2009 letting. Construction consists of the removal and replacement of the existing PCC pavement with new PCC pavement. The project will also include earthwork and drainage work, as well as, other miscellaneous improvements.

Phase III engineering services are required for the inspection, supervision, materials testing (including, but not limited to, PCC, HMA and embankment testing), materials certification and all documentation for this project. The Consultant staff will report to a District Resident Engineer/Technician on this project. The Consultant will be required to perform on-site inspection, verification of contractor staking, maintain documentation, and any other duties that would be required by the Resident/Engineer/Technician to complete these projects on a timely basis and in accordance with the State Specifications and Guidelines.

Quality Assurance (QA) oversight and Contractor's Quality Control (QC) by the same Consultant or one of their sub-consultants, on the same project or on material coming from the same plant is prohibited. At the negotiation meeting, the Prime Consultant and sub-consultant(s) will disclose all current relationships with contractors.

The Consultant will also provide their own vehicles, cell phones, computers, tools of the trade and any other equipment deemed necessary to perform the work. Overnight lodging may be required.

The estimated construction cost for this contract is \$8,900,000. The completion date for the contract will be 24 months after authorization to proceed.

Key personnel listed on **Exhibit A** of the Statement of Interest for this project must include:

- Liaison Engineer (with current IDOT Construction Documentation certificate)
- Construction Inspector(s)(with current IDOT Construction Documentation Certificate)

Firms must be prequalified in the **(Special Services) Construction Inspection** category to be considered for this project.

Statements of Interest, including resumes of the key people noted above, must be submitted electronically to the Central Bureau of Design & Environment at the following address: SOIPTB@dot.il.gov.

18. **Job No. C-94-087-08, IL 116 from South of Media to IL 94, Construction Inspection, Henderson County, Region Three/District Four**

This project will utilize the **Cost Plus Fixed Fee (CPFF)** method of compensation.

This project requires **25% DBE participation**.

The **Complexity Factor** for this project is **0.035**.

The Consultant who is selected for this project and all subconsultants the prime Consultant will be using are scheduled to attend a negotiation meeting on **October 28, 2008** at **10:00 A.M.** at the Region Three, District Four Office in **Peoria**.

Construction Contract # 88773 is the widening and resurfacing on IL 116 from IL 94 to just south of Media; the reconstruction of the IL 116/IL 94 intersection to a "Tee" intersection and the replacement of the structure carrying IL 94 over Middle Creek, located one (1.0) mile north of Stronghurst. This contract is scheduled for the March 6, 2009 letting.

Phase III engineering services are required for the inspection, supervision, materials testing (including, but not limited to, PCC, HMA and embankment testing), materials certification and all documentation for this project. The Consultant staff will report to a District Resident Engineer/Technician on this project. The Consultant will be required to perform on-site inspection, verification of contractor staking, maintain documentation, and any other duties that would be required by the Resident/Engineer/Technician to complete these projects on a timely basis and in accordance with the State Specifications and Guidelines.

Quality Assurance (QA) oversight and Contractor's Quality Control (QC) by the same Consultant or one of their sub-consultants, on the same project or on material coming from the same plant is prohibited. At the negotiation meeting, the Prime Consultant and sub-consultant(s) will disclose all current relationships with contractors.

The Consultant will also provide their own vehicles, cell phones, computers, tools of the trade and any other equipment deemed necessary to perform the work. Overnight lodging may be required.

The estimated construction cost for this contract is \$11,000,000. The completion date for this contract will be 24 months after authorization to proceed.

Key personnel listed on **Exhibit A** of the Statement of Interest for this project must include:

- Liaison Engineer (with current IDOT Construction Documentation certificate).
- Construction Inspector(s) (with current IDOT Construction Documentation certificate).

Firms must be prequalified in **(Special Services) Construction Inspection** to be considered for this project.

Statements of Interest, including resumes of the key people noted above, must be submitted electronically to the Central Bureau of Design & Environment at the following address: SOIPTB@dot.il.gov.

19. **Job No. P-94-002-03, D-94-104-06, FAP 310 (US 67), from Alexis Road in Mercer County to US 34 at Monmouth, Phase I/II, Warren County, Region Three/District Four**

This project will utilize the **Cost Plus Fixed Fee (CPFF)** method of contracting.

This project requires 25% DBE participation.

The **Complexity Factor** for this project is **0**.

The Consultant who is selected for this project and all subconsultants the Prime Consultant will be using is scheduled to attend a negotiation meeting on **October 28, 2008 at 10:30 A.M.** at the District Office in **Peoria**.

Phase I and II engineering services are required for the preparation of a Project Report (anticipated to be a Categorical Exclusion) and one set of contract plans, special provisions and estimates for the widening and resurfacing of US 67 from Alexis Rd. to US 34 at Monmouth in Mercer and Warren Counties. Project distance is approximately 12 miles. All work on this project will be in English units.

The work is anticipated to include data collection, pick-up survey, land survey, preparation of base maps and mosaics, intersection design study, cross section preparation, Right-of-way plans and plats, Right-of-way impacts and costs, traffic management analysis, accident analysis, public involvement activities, coordination, preparation of a Project Report and all other work necessary to complete the Phase I study. Work will also include any work necessary to complete final contract plans and documents to complete the Phase II portion of the project.

The department will furnish the Consultant with any available plans, existing right-of-way documents, aerial photographs and mapping, digital terrain model, field notes, traffic data, accident statistics, environmental coordination and any other available information.

The estimated construction cost for this job is \$8,300,000. The Phase I work for this contract must be completed within 24 months after the authorization to proceed. Phase II will be negotiated for the preparation of final contract plans near the completion of Phase I. Phase II must be completed within 18 months after authorization to proceed.

Key personnel listed on **Exhibit A** for this project must include:

- The person who will assume the duties of Project Manager for all aspects of the work documents (must be an Illinois Licensed Professional Engineer).
- The person who will perform the duties of Project Engineer, the individual in charge who is directly involved in the development of contract documents (must be an Illinois Licensed Professional Engineer).
- The person who will perform/supervise the work in the area of hydraulic analysis and the preparation of the Hydraulic Reports (must be an Illinois Licensed Professional Engineer).
- The person who will perform the QC/QA review of all milestone submittal documents (must have adequate plan review experience and be an Illinois Licensed Professional Engineer for roadway work and/or an Illinois Licensed Structural Engineer for structural work).

- The person who will be in charge of route surveys (must be an Illinois Licensed Professional Engineer and/or an Illinois Licensed Land Surveyor).
- The person who will be in charge of land surveys (must be an Illinois Licensed Land Surveyor).

Firms must be prequalified in the following categories to be considered for this project:

**Location/Design Studies: Rehabilitation
Highways (Roads & Streets)**

Statements of Interest, including resumes of the key people noted above, must be submitted electronically to the Central Bureau of Design & Environment at the following address: SOIPTB@dot.il.gov.

20. **Job No. D-94-003-09, Various Phase I/II Structure Projects, Various Routes, Various Counties, Region Three/District Four**

This project will utilize the **Direct Labor Multiple (DLM)** method of compensation.

This project requires 25% DBE participation.

The **Complexity Factor** for this project is **0**.

The Consultant who is selected for this project and all subconsultants the Prime Consultant will be using are scheduled to attend a negotiation meeting on **October 28, 2008, at 1:00 P.M.** at the Region Three, District Four Office in **Peoria**.

Phase I/II engineering services are required for the preparation of Project Reports (anticipated to be Categorical Exclusions) and contract plans for structures throughout District Four. Work Orders under the blanket agreement will be negotiated and authorized by the department on an as needed basis. All work for these projects will be in English units.

The Consultant's work is anticipated to include preparing the Bridge Condition and Hydraulic Reports, Structure Geotechnical Reports, all drilling and analysis of soil borings, conducting Route and Land Surveys (including a full Hydraulic Survey), performing simple environmental assessments, preparing a Structure Report, and preparing Type, Size, and Location (TS&L) drawings for the replacement structure. Also, this work may include data collection, cost estimates, traffic management analysis, accident analysis, inspection of existing structures to determine staging possibilities, and other related work and exhibits to produce the Project Reports, as necessary. The Consultant will also obtain survey data to prepare plats and legal descriptions for additional Right-of-Way, if required. The work required will also include performing drainage studies, preparing bridge and roadway plans, preparing traffic control plans and any other work necessary to complete final contract plans and documents.

The department will furnish the Consultant with any available plans, field notes, traffic data, accident statistics, agency coordination, existing Right-of-Way plans, structure ratings, and other available information.

The Consultant will perform the hydraulic calculations for Hydraulic Reports using one or both of the computer programs, WSPRO or HEC-RAS.

The completion date for this contract will be 60 months after the authorization to proceed.

Key personnel listed on **Exhibit A** for this project must include:

- The person who will assume the duties of Project Manager for all aspects of the work documents (must be an Illinois Licensed Professional Engineer).
- The person who will perform the duties of Project Engineer, the individual in charge who is directly involved in the development of contract documents (must be an Illinois Licensed Professional Engineer).
- The person who will perform/supervise the work in the area of hydraulic analysis and the preparation of the Hydraulic Reports (must be an Illinois Licensed Professional Engineer).

- The person who will perform/supervise the work in the area of structural engineering (must be an Illinois Licensed Structural Engineer). In addition, the staff performing this work must be identified.
- The person who will perform/supervise the work in the area of geotechnical analysis and the preparation of the Structure Geotechnical Report (must be an Illinois Licensed Professional Engineer).
- The person who will perform the QC/QA review of all milestone submittal documents (must have adequate plan review experience and be an Illinois Licensed Professional Engineer for roadway work and/or an Illinois Licensed Structural Engineer for structural work).
- The person who will be in charge of route surveys (must be an Illinois Licensed Professional Engineer and/or an Illinois Licensed Land Surveyor).
- The person who will be in charge of land surveys (must be an Illinois Licensed Land Surveyor).

Firms must be prequalified in the following categories to be considered for this project:

Location/Design Studies (Rehabilitation)
Structures (Highway: Typical)
Highways (Roads & Streets)

Statements of Interest, including resumes of the key people noted above, must be submitted electronically to the Central Bureau of Design and Environment at the following address: SOIPTB@dot.il.gov.

21. **Job No. D-94-001-09, Various Phase I/II Structure Projects, Various Routes, Various Counties, Region Three/District Four**

This project will utilize the **Direct Labor Multiple (DLM)** method of compensation.

This project requires 25% DBE participation.

The **Complexity Factor** for this project is **0**.

The Consultant who is selected for this project and all subconsultants the prime Consultant will be using are scheduled to attend a negotiation meeting on **October 24, 2008 at 1:30 P.M.** at the Region Three, District Four Office in **Peoria**.

Phase I/II engineering services are required for the preparation of Project Reports (anticipated to be Categorical Exclusions) and contract plans for structures throughout District Four. Work orders under the blanket agreement will be negotiated and authorized by the department on an as needed basis. All work for these projects will be in English units.

The Consultant's work is anticipated to include preparing the Bridge Condition and Hydraulic Reports, Structure Geotechnical Reports, all drilling and analysis of soil borings, conducting Route and Land Surveys (including a full Hydraulic Survey), performing simple environmental assessments, preparing a Structure Report, and preparing Type, Size and Location (TS&L) drawings for the replacement structure. Also, this work may include data collection, cost estimates, traffic management analysis, accident analysis, inspection of existing structures to determine staging possibilities, and other related work and exhibits to produce the Project Reports, as necessary. The Consultant will also obtain survey data to prepare plats and legal descriptions for additional right-of-way, if required. The work required may also include performing drainage studies, preparing bridge and roadway plans, preparing traffic control plans and any other work necessary to complete final contract plans and documents.

The department will furnish the Consultant with any available plans, field notes, traffic data, accident statistics, agency coordination, existing right-of-way plans, structure ratings, and other available information.

The Consultant will perform the hydraulic calculations for Hydraulic Reports using one or both of the computer programs, WSPRO or HEC-RAS.

The completion date for this contract will be 36 months after the authorization to proceed.

Key personnel listed on **Exhibit A** for this project must include:

- The person who will assume the duties of Project Manager for all aspects of the work documents (must be an Illinois Licensed Professional Engineer).
- The person who will perform the duties of Project Engineer, the individual in charge who is directly involved in the development of contract documents (must be an Illinois Licensed Professional Engineer).
- The person who will perform/supervise the work in the area of hydraulic analysis and the preparation of the Hydraulic Reports (must be an Illinois Licensed Professional Engineer).

- The person who will perform/supervise the work in the area of structural engineering (must be an Illinois Licensed Structural Engineer). In addition, the staff performing this work must be identified.
- The person who will perform/supervise the work in the area of geotechnical analysis and the preparation of the Structure Geotechnical Report (must be an Illinois Licensed Professional Engineer).
- The person who will perform the QC/QA review of all milestone submittal documents (must have adequate plan review experience and be an Illinois Licensed Professional Engineer for roadway work and/or an Illinois Licensed Structural Engineer for structural work).
- The person who will be in charge of route surveys (must be an Illinois Licensed Professional Engineer and/or an Illinois Licensed Land Surveyor).
- The person who will be in charge of land surveys (must be an Illinois Licensed Land Surveyor).

Firms must be prequalified in the following categories to be considered for this project:

Location/Design Studies (Rehabilitation)
Structures (Highway: Typical)
Highways (Roads & Streets)

Statements of Interest, including resumes of the key people noted above, must be submitted electronically to the Central Bureau of Design and Environment at the following address: SOIPTB@dot.il.gov.

22. **Job Nos. P-94-014-07 and D-94-028-07, FAP 317 (US 24), Structures over Big Sister Creek and Little Sister Creek, Fulton County, Region Three/District Four**

This project will utilize the **Cost Plus Fixed Fee (CPFF)** method of compensation.

This project requires 25% DBE participation.

The **Complexity Factor** for this project is **0**.

The Consultant who is selected for this project and all subconsultants the prime Consultant will be using are scheduled to attend a negotiation meeting on **October 24, 2008 at 9:00 A.M.** at the Region Three, District Four Office in **Peoria**.

Phase I/II engineering services are required for the preparation of Project Reports (anticipated to be Categorical Exclusions) and contract plans for the removal and replacement of Structures on US 24 over Big Sister Creek and Little Sister Creek, located 1.5 miles southwest of IL 78. All work for these projects will be in English units.

The following structures are included in this project:

- S.N. 029-0017 US 24 over Big Sister Creek
- S.N. 029-0018 US 24 over Little Sister Creek

The Consultant's work is anticipated to include preparing the Bridge Condition & Hydraulic Reports, Structure Geotechnical Reports (including performing soil borings and analysis), conducting route and land surveys (including a full hydraulic survey), performing simple environmental assessments, preparing a Structure Report, and preparing type, size, and location (TS&L) drawings for the replacement structure. Also, this work may include data collection, cost estimates, traffic management analysis, accident analysis, inspection of existing structures to determine staging possibilities, and other related work and exhibits to produce the Project Reports, as necessary. The Consultant will also obtain survey data to prepare plats and legal descriptions for additional right-of-way, if required. The work required will also include performing drainage studies, preparing bridge and roadway plans, preparing traffic control plans and any other work necessary to complete final contract plans and documents.

The department will furnish the Consultant with any available plans, field notes, traffic data, accident statistics, agency coordination, existing right-of-way plans, aerial photographs, structure ratings, and other available information.

The Consultant will perform the hydraulic calculations for Hydraulic Reports using one or both of the computer programs, WSPRO or HEC-RAS.

The estimated construction cost for this project is \$1,780,000. The completion date for the Phase I portion will be 12 months after the authorization to proceed. The completion date for the Phase II portion will be 12 months after completion of Phase I.

Key personnel listed on **Exhibit A** for this project must include:

- The person who will assume the duties of Project Manager for all aspects of the work documents (must be an Illinois Licensed Professional Engineer).

- The person who will perform the duties of Project Engineer, the individual in charge who is directly involved in the development of contract documents (must be an Illinois Licensed Professional Engineer).
- The person who will perform/supervise the work in the area of hydraulic analysis and the preparation of the Hydraulic Reports (must be an Illinois Licensed Professional Engineer).
- The person who will perform/supervise the work in the area of structural engineering (must be an Illinois Licensed Structural Engineer). In addition, the staff performing this work must be identified.
- The person who will perform/supervise the work in the area of geotechnical analysis and the preparation of the Structure Geotechnical Report (must be an Illinois Licensed Professional Engineer).
- The person who will perform the QC/QA review of all milestone submittal documents (must have adequate plan review experience and be an Illinois Licensed Professional Engineer for roadway work and/or an Illinois Licensed Structural Engineer for structural work).
- The person who will be in charge of route surveys (must be an Illinois Licensed Professional Engineer and/or an Illinois Licensed Land Surveyor).
- The person who will be in charge of land surveys (must be an Illinois Licensed Land Surveyor).

Firms must be prequalified in the following categories to be considered for this project:

Location/Design Studies (Rehabilitation)
Structures (Highway: Typical)
Highways (Roads & Streets)

Statements of Interest, including resumes of the key people noted above, must be submitted electronically to the Central Bureau of Design and Environment at the following address: SOIPTB@dot.il.gov.

23. **Job No. D-94-002-09, Various Phase I/II Structure Projects, Various Routes, Various Counties, Region Three/District Four**

This project will utilize the **Direct Labor Multiple (DLM)** method of compensation.

This project requires 25% DBE participation.

The **Complexity Factor** for this project is **0**.

The Consultant who is selected for this project and all subconsultants the prime Consultant will be using are scheduled to attend a negotiation meeting on **October 28, 2008, at 9:00 A.M.** at the Region Three, District Four Office in **Peoria**.

Phase I/II engineering services are required for the preparation of Project Reports (anticipated to be Categorical Exclusions) and contract plans for structures throughout District Four. Work Orders under the blanket agreement will be negotiated and authorized by the department on an as needed basis. All work for these projects will be in English units.

The Consultant's work is anticipated to include preparing the Bridge Condition and Hydraulic Reports, Structure Geotechnical Reports, all drilling and analysis of soil borings, conducting Route and Land Surveys (including a full Hydraulic Survey), performing simple environmental assessments, preparing a Structure Report, and preparing Type, Size, and Location (TS&L) drawings for the replacement structure. Also, this work may include data collection, cost estimates, traffic management analysis, accident analysis, inspection of existing structures to determine staging possibilities, and other related work and exhibits to produce the Project Reports, as necessary. The Consultant will also obtain survey data to prepare plats and legal descriptions for additional right-of-way, if required. The work required will also include performing drainage studies, preparing bridge and roadway plans, preparing traffic control plans and any other work necessary to complete final contract plans and documents.

The department will furnish the Consultant with any available plans, field notes, traffic data, accident statistics, agency coordination, existing right-of-way plans, structure ratings, and other available information.

The Consultant will perform the hydraulic calculations for Hydraulic Reports using one or both of the computer programs, WSPRO or HEC-RAS.

The completion date for this contract will be 48 months after authorization to proceed.

Key personnel listed on **Exhibit A** for this project must include:

- The person who will assume the duties of Project Manager for all aspects of the work documents (must be an Illinois Licensed Professional Engineer).
- The person who will perform the duties of Project Engineer, the individual in charge who is directly involved in the development of contract documents (must be an Illinois Licensed Professional Engineer).
- The person who will perform/supervise the work in the area of hydraulic analysis and the preparation of the Hydraulic Reports (must be an Illinois Licensed Professional Engineer).

- The person who will perform/supervise the work in the area of structural engineering (must be an Illinois Licensed Structural Engineer). In addition, the staff performing this work must be identified.
- The person who will perform/supervise the work in the area of geotechnical analysis and the preparation of the Structure Geotechnical Report (must be an Illinois Licensed Professional Engineer).
- The person who will perform the QC/QA review of all milestone submittal documents (must have adequate plan review experience and be an Illinois Licensed Professional Engineer for roadway work and/or an Illinois Licensed Structural Engineer for structural work).
- The person who will be in charge of route surveys (must be an Illinois Licensed Professional Engineer and/or an Illinois Licensed Land Surveyor).
- The person who will be in charge of land surveys (must be an Illinois Licensed Land Surveyor).

Firms must be prequalified in the following categories to be considered for this project:

Location/Design Studies (Rehabilitation)
Structures (Highway: Typical)
Highways (Roads & Streets)

Statements of Interest, including resumes of the key people noted above, must be submitted electronically to the Central Bureau of Design and Environment at the following address: SOIPTB@dot.il.gov.

24. **Job No. P-95-086-07/D-95-086-07, Various Phase I/II Projects, Various Routes, Various Counties, Region Three/District Five.**

This project will utilize the **Direct Labor Multiple (DLM)** method of compensation.

This project requires 10% DBE participation.

The **Complexity Factor** for this project is **0**.

The Consultant who is selected for this project and all subconsultants the prime Consultant will be using are scheduled to attend an initial meeting on **October 23, 2008 at 10:00 A.M.** at the Region Three, District Five Office in **Paris**.

Phase I/II engineering services are required for work on various projects throughout District Five. Work Orders under the blanket agreement will be negotiated and authorized by the department on an as-needed basis. All work for this project may be in either English or Metric units.

The Consultant's Phase I work, if required, may consist of conducting hydraulic and route surveys, subsurface utility engineering, preparing Structure Geotechnical Reports, drilling and analysis of soil borings, hydraulic analysis, geometric studies, and preparing project reports (Categorical Exclusion reports only). This work may include data collection, development of alignment alternatives, cost estimates, traffic management analysis, traffic management plans, accident analysis, quantity computations, and other related work items required to produce a project report.

The Consultant's Phase II work, if required, may consist of conducting route surveys, land surveys, right of way plat and plan preparation, writing legal descriptions, staking right of way, hydraulic analysis, geometric studies, roadway plans, TS&L drawings, pre-final structure plans, final structure plans and any other related work required to complete final plans, special provisions, and estimates as necessary.

The department will furnish the Consultant with traffic data, bridge condition reports, hydraulic reports, existing plans, utility coordination, survey data, Microstation files, Geopak files, boring logs, and accident data when available.

It is anticipated that this contract may include approximately 4 to 10 different projects. The Consultant's work may consist of either complete projects or a portion of the total engineering required for a certain project. The estimated construction cost for each project will range from approximately \$10,000 to \$5,000,000. The completion date for this contract will be 36 months after authorization to proceed.

Key personnel listed on **Exhibits A** for this project must include:

- The person who will assume the duties of Project Manager for all aspects of the work documents (must be an Illinois Licensed Professional Engineer).
- The person who will perform the duties of Project Engineer, that individual in charge who is directly involved in the development of the contract documents (must be an Illinois Licensed Professional Engineer).

- The person who will perform the work in the area of structure plan preparation documents (must be an Illinois Licensed Structural Engineer). In addition, the staff performing this work must be identified.
- The person who will perform the QC/QA review work for all milestone submittal documents (must be an Illinois Licensed Professional Engineer for roadway work and must be an Illinois Licensed Structural Engineer for structural work with adequate plan review experience).

Firms must be prequalified in the following categories to be considered for this project:

Highways (Roads & Streets)
Structures (Highway: Typical)
Location/Design Studies (Rehabilitation)

Statements of Interest, including resumes of the key people noted above, must be submitted electronically to the Central Bureau of Design and Environment at the following address:
SOIPTB@dot.il.gov

25. **Job No. C-95-013-08, Various Construction Inspection Projects, Various Routes, Various Counties, Region Three/District Five.**

This project will utilize the **Direct Labor Multiple (DLM)** method of compensation.

This project requires 20% DBE participation.

The Complexity Factor for this project is **0**.

The Consultant who is selected for this project and all subconsultants the prime Consultant will be using are scheduled to attend a negotiation meeting on **October 23, 2008 at 9:00 A.M.** at the Region Three, District Five Office in Paris.

Phase III engineering services are required to provide construction inspection services for construction projects throughout District 5. Work orders under the blanket agreement will be negotiated and authorized by the department on an as-needed basis. All work for this project may be in either English or metric Units.

The Consultant will be required to furnish adequate staff to assist in performing the required inspection, layout, and other duties to allow the timely completion of projects in accordance with state specifications. Projects requiring staffing may include, but not limited to, District wide patching and resurfacing contracts, or specific bridge projects, resurfacing, or urban rehabilitation projects. The Consultant will be required to assist in construction supervision, layout staking, on-site inspection, Quality Assurance field testing, weighing of trucks hauling of tonnage items, documentation of contract items and providing general assistance as a member of a field crew. The department will furnish the Consultant with a Resident Engineer/Technician to direct the Contractor and to direct/coordinate the activities of the Consultant's staff. The department will also furnish the construction plans and specifications.

The Consultant may be asked to provide a Liaison Resident Engineer to work directly with IDOT's Resident Engineer/Technician. The Consultant may also be asked to furnish a documentation technician(s) and laptop computer(s) equal to the latest type used by District 5. Illinois Construction Records System (ICORS) software will be provided for downloading on the Consultant's computer(s).

The Consultant's personnel will be required to provide a vehicle for their use on construction sites and for traveling between projects, material plants, and weigh scales. The Consultant must also provide their own inspection equipment, testing equipment, layout equipment, cell phones and any other equipment deemed necessary to complete the work. The duration of time spent at a single location may vary as a function of work assignment needs.

The Consultant's personnel must have a good working knowledge of the department's specifications, the department's Construction Manual and documentation and inspection procedures.

Quality Assurance (QA) oversight and Contractor's Quality Control (QC) by the same Consultant or one of their subconsultants on the same project or on material coming in from the same plant are prohibited. At the negotiation meeting, the prime Consultant and subconsultant(s) will disclose all current relationships with contractors.

This contract is scheduled for the 2008, 2009, and 2010 construction seasons. This contract must be completed by December 31, 2010.

Key personnel listed on **Exhibit A** for this project must include:

- Liaison Engineer
- Materials Coordinator
- The Documentation Technician (The person actively performing the documentation on the project must possess a current IDOT Construction Documentation certificate. Include the Documentation Certificate Number for IDOT class S-14, Documentation of Contract Quantities.)
- The Survey Chief
- Construction Inspector

Firms must be prequalified in the **Special Services (Construction Inspection)** category to be considered for this project.

Statements of Interest, including resumes of the key people noted above, must be submitted electronically to the Central Bureau of Design and Environment at the following address: SOIPTB@dot.il.gov.

26. **Job No. D-30-001-09, Statewide Structural Engineering Services, Bureau of Bridges and Structures.**

This project will utilize the **Direct Labor Multiple (DLM)** method of compensation.

The **Complexity Factor** for this project is **0**.

The Consultant selected for this project and all subconsultants the prime Consultant will be using are scheduled to attend a negotiation meeting on **October 24, 2008**, at **10:00 A.M.** at the Harry R. Hanley Building, Central Bureau of Bridges and Structures in **Springfield**.

Various structural engineering, geotechnical/foundation, and hydraulic services are required by the Bureau of Bridges and Structures. Projects are anticipated to include NBIS and Element Level Inspections, Damage Inspections, plan preparation for the repair, rehabilitation, or replacement of structures, Load capacity rating of existing and/or new structures, drafting services and possible field investigations. The Consultant may be required to provide the appropriate bridge inspection equipment to complete NBIS and Damage Inspections and field investigations. The Consultants may also be required to provide the appropriate traffic control. Work Orders under a blanket agreement will be negotiated and authorized by the department on an as needed basis. All work for this project may be in either English or metric units.

The department will furnish the available documents and resources to the Consultant. Projects to be handled by the selected Consultant vary greatly in size and complexity as well as timing. The selected Consultant must have the capacity to absorb this work without adversely affecting other commitments while still completing these projects in the prescribed time period.

The completion date for this contract will be 24 months after authorization to proceed. The agreement with the Consultant will have an option for renewal by the department for an additional 24 months

Key personnel listed on **Exhibit A** for this project must include:

- Person who will assume the duties of Project Manager for aspects of the work: (must be an Illinois Licensed Professional Engineer).
- Person who will perform the duties of the Project Engineer, defined as the individual-in-charge who is directly involved in the development of the contract documents: (must be an Illinois Licensed Professional Engineer and/or an Illinois Licensed Structural Engineer).
- Person who will perform the work in the area of structural plan preparation and will seal the plans as required (must be an Illinois Licensed Structural Engineer). In addition, the staff performing this work must be identified.
- Person(s) who will perform the work in the area of Structure Geotechnical Reports and/or geotechnical/foundations/wall design recommendations (must be an Illinois Licensed Professional or Structural Engineer) shall be identified. The firm performing the geotechnical work must be prequalified in the **Geotechnical Services, (Structure Geotechnical Reports (SGR))** and/or **(Complex Geotechnical/Major Foundation)** category. This firm may be the prime or a prequalified subconsultant.

- The person who will perform the QC/QA review work of all milestone submittal documents (must be an Illinois Licensed Structural Engineer with adequate plan review experience).
- The person(s) who will perform/supervise the work in the area of hydraulic analysis, the preparation of Hydraulic Reports and drainage plans (must be an Illinois Licensed Professional Engineer) and shall be identified. The firm performing the hydraulic work must be prequalified in the **Hydraulic Reports (Waterway: Typical)**. This firm may be the prime or the subconsultant.
- Person who will perform the work in the area of NBIS and Element Level inspections must be an NBIS qualified Team Leader and an Illinois Licensed Professional Engineer or Illinois Licensed Structural Engineer. In addition, the staff performing this work must be identified.

Firms must be pre-qualified in the **Structures (Highway: Typical)** category to be considered for this project.

Statement of Interest, including resumes of the key people noted above, must be submitted electronically to the Central Bureau of Design and Environment at the following address: SOIPTB@dot.il.gov.

27. **Job No. D-30-002-09, Statewide Structural Engineering Services, Bureau of Bridges and Structures.**

This project will utilize the **Direct Labor Multiple (DLM)** method of compensation.

The **Complexity Factor** for this project is **0**.

The Consultant selected for this project and all subconsultants the prime Consultant will be using are scheduled to attend a negotiation meeting on **October 24, 2008**, at **11:00 A.M.** at the Harry R. Hanley Building, Central Bureau of Bridges and Structures in **Springfield**.

Various structural engineering, geotechnical/foundation, and hydraulic services are required by the Bureau of Bridges and Structures. Projects are anticipated to include NBIS and Element Level Inspections and training, Damage Inspections, plan preparation for the repair, rehabilitation, or replacement of structures, Load capacity rating of existing and/or new structures, drafting services and possible field investigations. The Consultant may be required to provide the appropriate bridge inspection equipment to complete NBIS and Damage Inspections and field investigations. The Consultants may also be required to provide the appropriate traffic control. Work Orders under a blanket agreement will be negotiated and authorized by the department on an as needed basis. All work for this project may be in either English or metric units.

The department will furnish the available documents and resources to the Consultant. Projects to be handled by the selected Consultant vary greatly in size and complexity as well as timing. The selected Consultant must have the capacity to absorb this work without adversely affecting other commitments while still completing these projects in the prescribed time.

The completion date for this contract will be 24 months after authorization to proceed. The agreement with the Consultant will have an option for renewal by the department for an additional 24 months.

Key personnel listed on **Exhibit A** for this project must include:

- Person who will assume the duties of Project Manager for aspects of the work: (must be an Illinois Licensed Professional Engineer).
- Person who will perform the duties of the Project Engineer, defined as the individual-in-charge who is directly involved in the development of the contract documents: (must be an Illinois Licensed Professional Engineer and/or an Illinois Licensed Structural Engineer).
- Person who will perform the work in the area of structural plan preparation and will seal the plans as required (must be an Illinois Licensed Structural Engineer). In addition, the staff performing this work must be identified.
- Person(s) who will perform the work in the area of Structure Geotechnical Reports and/or geotechnical/foundations/wall design recommendations (must be an Illinois Licensed Professional or Structural Engineer) shall be identified. The firm performing the geotechnical work must be prequalified in the **Geotechnical Services, (Structure Geotechnical Reports (SGR))** and/or **(Complex Geotechnical/Major Foundation)** category. This firm may be the prime or a prequalified subconsultant.

- The person(s) who will perform/supervise the work in the area of hydraulic analysis, the preparation of Hydraulic Reports and drainage plans (must be an Illinois Licensed Professional Engineer) and shall be identified. The firm performing the hydraulic work must be prequalified in the **Hydraulic Reports (Waterway: Typical)**. This firm may be the prime or the subconsultant.
- The person who will perform the QC/QA review work of all milestone submittal documents (must be an Illinois Licensed Structural Engineer with adequate plan review experience).
- Person who will perform the work in the area of NBIS and Element Level inspections and training must be an NBIS qualified Team Leader and an Illinois Licensed Professional Engineer or Illinois Licensed Structural Engineer. In addition, the staff performing this work must be identified.

Firms must be pre-qualified in the **Structures (Highway: Advanced Typical)** to be considered for this project.

Statement of Interest, including resumes of the key people noted above, must be submitted electronically to the Central Bureau of Design and Environment at the following address: SOIPTB@dot.il.gov.

28. **Job No. P-30-001-09, Statewide Noise and Vibration Contract, Bureau of Design and Environment.**

This project will utilize the **Direct Labor Multiple (DLM)** method of compensation.

The **Complexity Factor** for this project is **0**.

The Consultant who is selected for this project and all subconsultants the prime Consultant will be using are scheduled to attend an initial meeting on **October 29th at 10:30 A.M.** in the Bureau of Design and Environment at the Harry R. Hanley Building in **Springfield**.

This project requires specialized technical services to perform both routine and expedited noise and/or vibration analyses for transportation projects across the state, as well as the review of technical noise or vibration studies and NEPA documents prepared by others. It also includes providing expertise regarding transportation noise or vibration-related issues to department staff, as needed. Work orders may involve various types of transportation-related noise and vibration assessments, including motor vehicle, rail or transit. The services required include the monitoring and modeling of sensitive noise or vibration receptors to determine the locations of noise and vibration impacts and analysis and evaluation of potential abatement measures. This work shall be done using the most current Federal Highway Administration (FHWA) policies, FHWA noise model and under guidance of all IDOT traffic noise policies, Federal Transit Administration (FTA) noise and vibration impact guidelines, or Chicago Region Environmental and Transportation Efficiency Program (CREATE) noise and vibration methodologies. This contract provides for specialized technical services to review reports from local agencies on funding of noise abatement walls. Preparation of noise or vibration training materials and conducting noise or vibration training classes may also be required. Work orders under the blanket agreement will be negotiated and authorized by the department on an as needed basis.

Work orders may consist of the following tasks:

- Review and preparation of comments on noise or vibration documents prepared by Consultants or IDOT staff.
- Determination of appropriate area(s) to analyze.
- Identification of representative noise or vibration receptor(s).
- Identification of appropriate input factors to be used in the FHWA Traffic Noise Model (TNM) 2.5, FTA noise and vibration procedures, or CREATE noise and vibration methodologies.
- Noise monitoring.
- Determination of benefited receptor locations where noise or vibration impacts are predicted to occur and noise abatement measures are evaluated.
- Modeling of existing and both build and no-build options for the proposed improvement.
- Attendance at appropriate project meetings and training classes at IDOT offices or other locations, as needed.
- Preparation of transportation noise/vibration analysis memoranda.
- Preparation of text, associated tables and related exhibits (showing the analyzed receptors) for use in IDOT's NEPA documents, Project Reports and other documents, as required.
- Preparation of tables, exhibits, mailings and/or announcements and participation at informational meetings conducted by sponsoring entities, at the discretion of the department.
- Preparation of appropriate written noise and vibration updates/briefings/guidance for

department staff, as requested.

- Conduct noise or vibration training classes and preparation of noise or vibration training materials, as needed.
- Revise or update the “Highway Traffic Noise Assessment Manual”, other noise or vibration policies/manuals or brochures, as necessary.

The department will furnish the Consultant with the following:

- Technical Noise or Vibration Reports or NEPA documents to be reviewed.
- All details related to requests for noise monitoring.
- Proposed transportation facility plans and cross-sections, as needed.
- Existing transportation facility plans and field survey data, as needed and available.
- Traffic volume (vehicle or rail) data.
- Aerial photography of project locations, if available.
- Reports from local agencies on funding of noise abatement walls.

The completion date for this contract will be 12 months after authorization to proceed. The agreement with the Consultant will have an option for renewal by the department for an additional 12 months.

Key personnel listed on **Exhibits A and B** for this project must include:

- The person(s) who will conduct the duties of the Noise and Vibration Specialist(s) (with resume(s) including qualifications), and whom will be directly accountable for the analyses and report preparation. The Noise and Vibration Specialist(s) must have completed two or more highway noise analyses using the FHWA Highway Traffic Noise Prediction Model, as well as FTA and CREATE noise and vibration assessments, and have the appropriate education and training/course work such as a basic traffic noise prediction model and/or advanced mobile modeling course. Training and experience with FHWA Traffic Noise Model (TNM) 2.5 is required, as well as experience with the FTA and CREATE noise and vibration methodologies. [Please limit this description of training and experience to 2-3 pages.] The Key Noise Specialist(s) identified **must** be based in Illinois.
- The person who will perform the QC/QA review work of all milestone submittal documents.

The Consultant must provide evidence of highway/transit/rail noise and vibration analyses completed using the currently accepted FHWA Highway Traffic Noise Prediction Model, the FTA noise and vibration procedures as well as the CREATE noise and vibration methodologies. Specific examples or reports conducted for IDOT or another state or federal transportation agency would be useful, as well as any other noise models on-hand and in use at the firm.

Firms must be prequalified in the **Environmental Reports (Environmental Assessments)** category to be considered for this project.

Statements of Interest, including resumes of the key people noted above, must be submitted electronically to the Central Bureau of Design and Environment at the following address: SOIPTB@dot.il.gov

29. **Job No. HP-75-43P-09-1, HP-75-43R-09-1, HP-75-43Z-09-1, Field Collection of Traffic Data on Various Routes for Various Counties in District One, District Two, and District Three.**

This is a Federally Funded Project.

This project will utilize the **Cost Plus Fixed Fee (CPFF)** method of compensation.

This project requires 10% DBE participation.

The **Complexity Factor** for this project is **0**.

The Consultant who is selected for this project and all subconsultants the prime Consultant will be using are scheduled to attend a negotiation meeting on **October 27, 2008 at 1:00 P.M.** at the Central Office in **Springfield**.

Engineering services are required for collection of various types of field traffic counts in District One, District Two, and District Three. This will entail obtaining accurate machine traffic counts and submitting this data to the department's district project manager for processing.

For 2009, the Consultant's work will include collecting 24-hour machine volume/classification counts on the state primary system throughout District One, District Two and part of District Three. In addition, the Consultant's work in 2009 will consist of collecting 24-hour machine counts at locations on unmarked routes, including but not limited to, McHenry and Stephenson County, northern half of Kendall County, and the Kankakee and Dekalb/Sycamore Urban areas. Some 12-hour manual counts in District One will be required.

The Consultant's work in 2010 will consist of collecting 24-hour machine volume counts at locations on unmarked routes, including but not limited to, Cook, Kane, JoDaviess, and Carroll counties.

The department may substitute counties other than those listed.

The department requires that the 24-hour volume/classification counts be collected with passive magnetic sensors (lane counters) and not with road tubes. For the State System Counts (Interstates, US Routes, Illinois routes), the NuMetrics NC-97 passive magnetic sensor will be required for most locations. For unmarked routes with previous AADT less than 500, road tubes can be used to collect volume traffic data. Unmarked routes with previous AADT higher than 500 will require a NuMetrics NC-97 or NC-200.

Machine counts conducted with passive magnetic sensors (lane counters) will be paid for as follows:

- 1-3 lane counters – 1 pay unit
- 4-6 lane counters – 2 pay units
- > 6 lane counters – 3 pay units

	<u>Category</u>	<u>Estimated Pay Units</u>		<u>Total Pay Units</u>
		<u>Year 2009</u>	<u>Year 2010</u>	
1.	24-hour volume/classification – District 1	2,850	3,500	
	24-hour volume/classification – District 2	1,350	700	
	24-hour volume/classification – District 3	1,000		
				9,400
2.	24-hour road tube counts – District 2	300	1,000	
				1,300
3.	12-hour Manual Counts	260	40	
				300

All traffic control procedures utilized by the Consultant must follow the IDOT “Work Site Protection Manual” and the “Supplement to the Work Site Protection Manual” unless otherwise approved by the District in which the count is located.

The completion date for this contract will be 24 months after authorization to proceed.

Statements of Interest and **Exhibit A** must include the following:

- The person who will assume the duties of Project Manager for all aspects of the work documents (must be an Illinois Licensed Professional Engineer). Include current assignments, location of office of assignment and percentage of time each month to be devoted to this project.
- The person who will perform the QC/QA review work of all milestone submittal documents (must be an Illinois Licensed Professional Engineer).
- A proposal describing in detail on how the Consultant will accomplish the work, including any work that would be performed by a sub-Consultant(s) and a schedule which allows for completion of that work by October 31 of each calendar year (2009 and 2010).
- A general description of the firm listing the location of major offices, number of employees in each major office and number of employees with actual experience in gathering traffic count data, and traffic counting equipment available to complete the contract.
- A description of traffic studies projects where field traffic data was collected by the firm within the past five years. Provide the name, title, address and telephone number of the individual in the hiring organization who supervised your firm's work on each project. The department reserves the right to contact any of the named individuals to determine performance on the listed project(s).
- Pertinent information on each sub-Consultant.
- A brief statement of the firm's interest in performing this work.

- An outline of procedures the firm will have in place to provide quality control/quality assurance for this project.

The department will furnish count site location maps and a list of traffic count locations for the Consultant's use in developing a count schedule approved by the department's project manager. Field traffic data will be supplied to the department electronically in a Microsoft Access database table and in hard copy to the department's project manager. Field traffic data obtained by the consultant must be submitted to the department's project manager within ten working days of completion of the count.

The Consultant must demonstrate a thorough knowledge of traffic counting procedures and the capability to furnish equipment and personnel to safely accomplish the project.

Firm must be prequalified in the **Special Studies (Traffic)** category to be considered for this project.

Statement of Interest, including resumes of key personnel noted above, must be submitted electronically to the Central Bureau of Design and Environment at the following address: SOIPTB@dot.il.gov .

30. **Job No. HP-75-43S-09-1, HP-75-43T-09-1, HP-75-43U-09-1, HP-75-43V-09-1, Field Collection of Traffic Data on Various Routes for Various Counties in District Four, District Six, District Seven, and District Nine.**

This is a Federally Funded Project.

This project will utilize the **Cost Plus Fixed Fee (CPFF)** method of compensation.

This project requires 10% DBE participation.

The **Complexity Factor** for this project is **0**.

The Consultant who is selected for this project and all subconsultants the prime Consultants will be using are scheduled to attend a negotiation meeting on **October 27, 2008 at 10:00 A.M.** at the Central Office in **Springfield**.

Engineering services are required for collection of various types of field traffic counts in District Four, District Six, District Seven, and District Nine. This will entail obtaining accurate machine traffic counts and submitting this data to the department's district project manager for processing.

For 2009, the Consultant's work will include collecting 24-hour machine volume/classification counts on the state primary system throughout District Four, District Six, District 9 and Macon County. In addition, the Consultant's work in 2009 will consist of collecting 24-hour machine counts at locations on unmarked routes, including but not limited to, Mercer, Brown, Shelby, Coles, and White County.

The Consultant's work in 2010 will consist of collecting 24-hour machine volume counts at locations on unmarked routes, including but not limited to, Fulton, Marshall, Woodford, Montgomery, Scott, Menard, Macon, and Moultrie.

The department may substitute counties other than those listed.

The department requires that the 24-hour volume/classification counts be collected with passive magnetic sensors (lane counters) and not with road tubes. For the State System Counts (Interstates, US Routes, Illinois routes), the NuMetrics NC-97 passive magnetic sensor will be required for most locations. For unmarked routes with previous AADT less than 500, road tubes can be used to collect volume traffic data. Unmarked routes with previous AADT higher than 500 will require a NuMetrics NC-97 or NC-200.

Machine counts conducted with passive magnetic sensors (lane counters) will be paid for as follows:

- 1-3 lane counters – 1 pay unit
- 4-6 lane counters – 2 pay units
- > 6 lane counters – 3 pay units

	<u>Category</u>	<u>Estimated Pay Units</u>		<u>Total Pay Units</u>
		<u>Year 2009</u>	<u>Year 2010</u>	
1.	24-hour volume/classification – District 4	1,300	200	
	24-hour volume/classification – District 6	1,300	200	
	24-hour volume/classification – District 7	600	200	
	24-hour volume/classification – District 9	1,000		
				4,800
2.	24-hour road tube counts – District 4	450	900	
	24-hour road tube counts – District 6	150	900	
	24-hour road tube counts – District 7	1000	900	
	24-hour road tube counts – District 9	500		
				4,800

All traffic control procedures utilized by the Consultant must follow the IDOT “Work Site Protection Manual” and the “Supplement to the Work Site Protection Manual” unless otherwise approved by the District in which the count is located.

The completion date for this contract will be 24 months after authorization to proceed.

Statements of Interest and **Exhibit A** must include the following:

- The person who will assume the duties of Project Manager for all aspects of the work documents (must be an Illinois Licensed Professional Engineer). Include current assignments, location of office of assignment and percentage of time each month to be devoted to this project.
- The person who will perform the QC/QA review work of all milestone submittal documents (must be an Illinois Licensed Professional Engineer).
- A proposal describing in detail on how the Consultant will accomplish the work, including any work that would be performed by a sub-Consultant(s) and a schedule which allows for completion of that work by October 31 of each calendar year (2009 and 2010).
- A general description of the firm listing the location of major offices, number of employees in each major office and number of employees with actual experience in gathering traffic count data, and traffic counting equipment available to complete the contract.
- A description of traffic studies projects where field traffic data was collected by the firm within the past five years. Provide the name, title, address and telephone number of the individual in the hiring organization who supervised your firm's work on each project. The department reserves the right to contact any of the named individuals to determine performance on the listed project(s).
- Pertinent information on each sub-Consultant.

- A brief statement of the firm's interest in performing this work.
- An outline of procedures the firm will have in place to provide quality control/quality assurance for this project.

The department will furnish count site location maps and a list of traffic count locations for the Consultant's use in developing a count schedule approved by the department's project manager. Field traffic data will be supplied to the department electronically in a Microsoft Access database table and in hard copy to the department's project manager. Field traffic data obtained by the consultant must be submitted to the department's project manager within ten working days of completion of the count.

The Consultant must demonstrate a thorough knowledge of traffic counting procedures and the capability to furnish equipment and personnel to safely accomplish the project.

Firm must be prequalified in the **Special Studies (Traffic)** category to be considered for this project.

Statement of Interest, including resumes of key personnel noted above, must be submitted electronically to the Central Bureau of Design and Environment at the following address: SOIPTB@dot.il.gov.

NOTICE

CONSULTANT PREQUALIFICATION

May 08, 2008

This notice was originally sent to all prequalified consultants and included as a notice on April 5, 2007. This is a notice to all firms to renew their firms prequalification. All engineering consulting firms are responsible for resubmitting the correct portion (entire or corporate and financial) of the Statement of Experience and Financial Condition to remain prequalified. The department **will not** send reminders to submit the Statement of Experience and Financial Condition. NOTE: For firm's fiscal year ending December 31, 2007, your SEFC is required by June 30, 2008. (See submittal requirements under recurring notices, Titled "CONSULTANT PREQUALIFICATION SUBMITTAL TIMES."

Firms that meet the requirements for prequalification receive a letter after the review of the Statement of Experience and Financial Condition that notes the firm's Annual Fee capacity, provisional overhead rate and the date the firm's prequalification ends. The last paragraph of the letter states if the entire or only the corporate and financial portion of the Statement of Experience and Financial Condition is required to remain prequalified.

The last paragraph will state the following when the entire Statement of Experience and Financial Condition is required: "Your firm is prequalified until [FIRMS FISCAL YEAR ENDING DATE (SPECIFIC TO EACH FIRM)]. You will be given an additional six months from this date to submit the entire "Statement of Experience and Financial Condition" (SEFC) to remain prequalified." The last paragraph will state the following when the corporate and financial portion is required: "Your firm is prequalified until [FIRMS FISCAL YEAR ENDING DATE SPECIFIC TO EACH FIRM)]. You will be given an additional six months from this date to submit the Corporate and Financial Information portion of the "Statement of Experience and Financial Condition" (SEFC) to remain prequalified."

Also, in every Professional Transportation Bulletin, under recurring notices, Titled "CONSULTANT PREQUALIFICATION SUBMITTAL TIMES" is a submittal schedule for consulting firms.

The most current Statement of Experience and Financial Condition is required to be submitted for review. An outdated SEFC will not be reviewed. The firm will be contacted and asked to submit the current SEFC. The most current Statement of Experience and Financial Condition (SEFC), Description and Minimum Requirements and a listing of all prequalified consultants are available at: <http://www.dot.il.gov/desenv/preqcons.html>

NOTICE

CONSULTANT PREQUALIFICATION SUBMITTAL TIMES

May 2008

For firms currently prequalified, the entire Statement of Experience and Financial Condition (SEFC) is required to be submitted every three (3) years.

Firms not prequalified (new firms or firms that lost prequalification) are required to submit the entire Statement of Experience and Financial Condition. Consultant firms are required to submit the corporate and financial portion of the Statement of Experience and Financial Condition annually to remain prequalified.

Firms are required to report to this office any additions or deletions of licensed professional staff or any other key personnel that would affect the firm's prequalification in a particular category. Notice of changes must be submitted within 15 calendar days of the change.

Once a firm is prequalified, they may request additional categories of prequalification at any time.

After the review of a firm's SEFC is completed, a letter is sent to the firm that denotes in the last paragraph if the entire SEFC is required or if the corporate and financial only is required.

Submittal times are based on the firm's fiscal year; i.e. Firms fiscal year ends Dec. 31, 2007, the Consultant is given a 6 month grace period to submit and therefore has until June 30, 2008 to submit. Firm is submitting the 2007 information in 2008.

The following schedule is attached for your use:

Firm Name Beginning with:	2008 Submittal	2009 Submittal	2010 Submittal	2011 Submittal	2012 Submittal	2013 Submittal
A through E	Corp. & Financial	Corp. & Financial	Entire SEFC	Corp. & Financial	Corp. & Financial	Entire SEFC
F through N	Entire SEFC	Corp. & Financial	Corp. & Financial	Entire SEFC	Corp. & Financial	Corp. & Financial
O through Z	Corp. & Financial	Entire SEFC	Corp. & Financial	Corp. & Financial	Entire SEFC	Corp. & Financial

Illinois Department of Transportation Requirements for Quality Assurance Categories

May 8, 2008

As stated in previous notices:

The QA categories require that all Consultants requesting prequalification in any of the Quality Assurance categories be enrolled in the AASHTO AAP Proficiency Assessment Program.

IDOT requires Consultants enrolled in the program to allow IDOT access to their proficiency ratings via the AASHTO AMRL web site for aggregate and HMA, and the CCRL web site for concrete. In order to meet the terms of this requirement, as part of the prequalification process, each consultant is directed to the AASHTO web site. <http://amrl.net>. A release form for CCRL may be found at in the recurring notices. This pdf file should be printed, signed, and faxed to CCRL at the address printed on the form. It should NOT be sent to the Illinois Department of Transportation.

As stated in the Description and Minimum Requirements for prequalification the QA Testing labs must be fully accredited for consideration for prequalification in QA.

Review the recurring notices labeled in the bookmarks as:

- Quality Assurance Enrollment in AMRL Proficiency Assessment Program
- Quality Assurance Testing
- CCRL Release Form

A firm not enrolled in the AASHTO AAP Proficiency Assessment Program and CCRL Proficiency Assessment Program **will not be** prequalified in the QA categories.

A firm that does not have an accredited lab **will not be** prequalified in the QA categories.

Return To: Cement and Concrete Reference Laboratory
At NIST
100 Bureau Drive, Stop 8616
Gaithersburg, Maryland 20899-8618
Phone: 301-975-6704
Fax: 301-975-2243
Email: ccrl@nist.gov

APPROVAL TO RELEASE CCRL PROFICIENCY SAMPLE RESULTS TO:

Name: Mark Gawedzinski, BMPR Pre-Qualification Coordinator
Company: Illinois Department of Transportation
Bureau of Materials and Physical Research
Address: Springfield, Illinois
Email Address: mark.gawedzinski@illinois.gov
Phone: 217-782-2799

For:

Laboratory Name: _____
Address _____
Phone Number: _____
CCRL Laboratory Number _____

I hereby give permission to CCRL to release copies of proficiency sample reports:

Signature (mandatory) Date

Print Name

Print Title

E-mail Address

This release remains in effect as long as this laboratory participates in the CCRL proficiency sample program.

**Illinois Department of Transportation
Division of Highways**

**CADD Roadway and Structure
Project Deliverables Policy**

Effective: April 1, 2008

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IDOT

CADD REQUIREMENTS & PROJECT DELIVERABLES

INTRODUCTION:

Pursuant to Illinois Department of Transportation Departmental Policy D&E-16, this policy has been established to promote the development of highway improvement projects in a consistent and efficient manner. This document supersedes the Electronic Data Transfer Standards, the GEOPAK Standard Specifications, the CADD Frequently Asked Questions, all effective as of August 2000, and the Electronic Survey Data Requirements, effective January 1995.

This policy is established to ensure that IDOT will receive CADD drawings for a given project that are in a standard and consistent format that IDOT staff are accustomed to working with and can manage. As a provider of services to IDOT, the consultant will need to have the following information in order to provide an acceptable deliverable. Through out the phases of the project with all parties complying, these requirements will provide a uniform project deliverable.

The ultimate goal of the Department is to take advantage of what technology has to offer and develop a process for electronic plans, that is, submission of plans in an electronic format. In order for that to happen there must be a level of consistency for drafting the plans and managing those files between all the entities that do the work in a fashion that will achieve a uniform product. The end product must be a deliverable that the Department can use and is compatible with all other associated processes the Department manages. This policy is an effort to move in that direction so that the information required and generated for a project can be effectively managed in an electronic format.

The Department will require CADD highway project data placed in a "Strip Map" format as surveyed on the Illinois state plane coordinate system with horizontal and vertical control elements in a design database. Contract plan sheets shall be created using references of the coordinate base files to the sheet files. The following are the requirements that must be met in order to provide an acceptable deliverable.

GENERAL INFORMATION:

Complete MicroStation and GEOPAK project files are required at the time of final plan submittal. All files necessary to recreate the design contract plans in their entirety shall be included in the submittal. GEOPAK files shall include all files generated by GEOPAK Road and GEOPAK Survey. A "**Project Content File**" (a Microsoft compatible document or spreadsheet listing each file submitted with the description of file content and any references associated to design files) shall also be included with the above mentioned files at final submittal and each review submittal as required by the IDOT Project Engineer. CADD files that do not meet IDOT standards will be returned to the consultant for appropriate corrections at no additional cost to IDOT.

The format of the survey information to be submitted shall be according to Appendix B, Electronic Survey Data Requirements, of the Survey Manual. A hard copy and electronic copy will be required.

The Department may request a copy of the electronic project files at any time or at any designated review stage of the project. The frequency of submittals for plan review will be established at the beginning of the project.

Final project files shall be submitted on CD or DVD. Preliminary and Pre-final document transfers may be by CD, DVD, or posted to the IDOT FTP site <ftp://ftp.dot.il.gov/pub/> as per District preference. **Username: public Password: idot**

Project specific FTP folders, usernames, and passwords may be used by the District as noted here: <ftp://ftp.dot.il.gov/>_____ / _____ / _____

Username: _____ Password: _____

Instructions for use of the IDOT FTP site are available via this link <http://idotweb/ftpconnect.doc>

Roadway Plans: The following are additional requirements that are specific to roadway plans.

All project plans shall be developed and delivered **ONLY** in MicroStation V8.x .dgn format. Design File extensions shall be either .dgn or .3d only. Other extensions, i.e., .sht or .ref will not be accepted. All project design (.dgn) files shall be in 2d format except 3d (.3d) files will be accepted when used in processing surveyed data or vertical and horizontal control, or for displaying Digital Terrain Models unless previously agreed to with the IDOT Project Engineer.

The current CADD configuration for roadway plans shall be downloaded from the **IDOT CADD Standards / Downloads** page, <http://www.dot.il.gov/cadd.html>. The current software versions used by IDOT are shown on this page. The IDOT CADD environment shall be downloaded and used for all CADD work. In order to be notified of updates, a subscription shall be obtained to the CADD Standards/Downloads Subscription Services.

Additional requirements for CADD work and contract deliverables shall be according to the **IDOT CADD Roadway Drafting Reference Guide**, <http://www.dot.il.gov/desenv/caddref.html>. In case of a conflict between documents, this document shall supersede the CADD project information provided in other Department manuals and guides.

Structure Plans: The following are additional requirements that are specific to structure plans.

All structure plans shall be developed and delivered **ONLY** in MicroStation V8.x .dgn format. Design File extensions shall be .dgn only other extensions, i.e., .sht or .ref will not be accepted. All project design (.dgn) files shall be in 2d format.

The current CADD configuration shall be downloaded from the **IDOT CADD Standards / Downloads** page <http://www.dot.il.gov/cadd.html>. The current software versions used by IDOT are shown on this page.

Additional requirements for CADD work and contract deliverables shall be according to the **IDOT CADD Structure Drafting Reference Guide** <http://www.dot.il.gov/bridges/bscadd2.html>.

COORDINATION:

The project leader and consultant's senior CADD person shall meet with the IDOT Project Engineer and CADD support staff at the beginning of the project to review CADD drafting standards and discuss how files are to be delivered and the procedures to be followed. The meeting time will be determined by the IDOT Project Engineer. This meeting will be well worth the time and effort to reduce corrections at the time of project submittal.

DESIGN FILE MANAGEMENT:

Plan sheet borders shall be placed at 0° with references rotated to match the sheet borders or viewed horizontally in the sheet file. If rotated views are used in the plan sheet files, sheet borders shall be displayed horizontally in the file or model.

IDOT color tables for roadway plans and structure plans are currently attached to all department seed files and shall be used in all design files. The department also defines a configuration variable to insure the correct color table is displayed in files without an attached color table. The IDOT color table for roadway plans is available on the IDOT CADD Standards / Downloads page <http://www.dot.il.gov/cadd.html>. The color table for structure plans is available on the Bridges and Structures CADD Support page <http://www.dot.il.gov/bridges/bscadd2.html>

All plans files, including cross sections, shall be submitted on standard sheet border format of the appropriate type as provided by IDOT or defined in the IDOT cell libraries for roadway or structure plans. Plan sheet files submitted shall have the associated references attached and appropriately documented in the sheet file and noted in the Project Content File, as defined in the section titled "GENERAL INFORMATION" of this policy.

In order to provide a simple level of file organization and maintain the file referencing, all project files shall be submitted in a file folder structure as follows:

<i>Project Folder Name</i>	<i>Folder Content</i>
 CADD Drawings	All CADD drawing files
 CADD Sheets	All CADD sheet files including structure sheets
 GEOPAK	All GEOPAK files
 Survey	All existing survey data obtained for the project
 Documents	Supporting documentation such as the Project Content File and/or other required documents or spreadsheets

Roadway Plans: The following are additional requirements that are specific to roadway plans.

All existing project topography data shall be placed in one design file. The project shall be drafted in one continuous strip. Different design items may be placed in individual strip files. For example, separate strip files may be developed for the existing survey, alignment, proposed plans (roadway, drainage, electric, etc.), proposed profiles, existing and proposed Right of Way, etc. The number of strip files shall be agreed upon at the first negotiation meeting.

The placement of all elements and text within a design file shall conform to IDOT CADD standards. These include, but are not limited to the IDOT MicroStation and GEOPAK environment files available on the IDOT CADD Standards/ Downloads page. It is essential to use the current IDOT seed files for the original generation of contract plan and cross section graphic files.

Utility, R.O.W. and centerline information shall be shown on cross sections using the standard IDOT cells found in the IDOTRoad.cel library.

Sample IDOT CADD files can be acquired for your reference by request from the IDOT Project Engineer.

Structure Plans: The following are additional requirements that are specific to structure plans.

The placement of all elements and text within a design file must conform to Bureau of Bridges and Structures CADD standards. These include, but are not limited to the IDOT MicroStation resource files, seed files, dgnlib files and the IDOT CADD Bridge Drafting Reference Guide which are available on the Bridges and Structures CADD Support page.

Sample IDOT CADD files may be acquired for your reference on the Bureau of Bridges and Structures CADD Support page.

DESIGN FILE NAMING:

All design files shall be named according to the file naming conventions shown on Appendix A. File and folder names shall be no more than 35 characters. Do not use SPACES or special characters, except for dashes and/or underscores, in file or folder names.

The contract may require several project submittals for review or questions by the Project Engineer; therefore, folder or file renaming will not be allowed. For each required submittal the department will overwrite or update the current project copy located on the department project server to allow for quick response to any project questions.

SURVEYS:

Point codes and associated descriptions used to label surveyed features shall be from the Survey Point Code Descriptions on the IDOT CADD Standards/Downloads web page, <http://www.dot.il.gov/cadd.html>.

Ground shots shall be taken to accommodate creation of a roadway model (digital terrain models -DTM's).

GEOPAK:

The use of GEOPAK Road and GEOPAK Survey will be required for any project requiring horizontal and vertical control, and designated projects requiring land acquisition.

Each project submittal shall be delivered with only one GEOPAK database (*.gpk) file. This one database file shall contain all alignments (roadway, stream, and ditch), profiles, including ditch profiles, and other elements necessary to derive the final design. Alignments and profiles are required for all roadways, cross streets, retaining and noise walls, as well as drainage flow areas, and other structural items. Profiles shall be named similar to the alignment names in cases of roadways. Top and bottom of walls and other structures shall reflect the respective alignment name. Roadway alignments and profiles shall include existing and proposed where appropriate.

All final project profile and alignment elements within the GEOPAK database file shall be documented in a Microsoft compatible document or spreadsheet file.

GENERATION OF EXISTING GROUND CROSS SECTIONS:

When processing ground cross sections from DTM format, IDOT recommends using a horizontal tolerance of 0.1 feet and a filter tolerance variance of 0.03 feet, in the GEOPAK Ground Cross Section dialog box. This avoids the infinitesimal pieces of ground lines which impede the production of proposed cross sections and produce erroneous results in earthwork. Existing ground lines shall be plotted on level "XSC_Exist Ground", color 10 at a line weight of 1 and with a line style of 3.

A master unit is defined as 1 U. S. survey foot. The horizontal distance between cross section cells shall be a minimum of 100 master units and the vertical distance between cross section cells shall be a minimum of 500 master units.

All existing ground data shall be processed using GEOPAK's DTM format (.tin).

PROPOSED CROSS SECTIONS:

It is strongly recommended that GEOPAK's Typical Section Generator (TSG) be used along with the criteria files provided via IDOT's CADD download page to create proposed design cross sections. The criteria files have been coded for use with the TSG to follow IDOT Highway Standards. When manually drafting cross sections, for example a side road with only a few cross sections, element attributes must match attributes as defined in the TSG variables file. Two files shall be created. One file depicting the final TSG runs before manual changes are initiated and the contract cross section file that display the addition of manual changes.

Cross sections created without the use of the TSG must be coordinated with the IDOT Project Engineer and CADD supervisor.

CROSS SECTION FILES:

Each alignment must have its own set of cross sections, including R.O.W. lines and centerline identification, with the exception of a multiple configuration (divided highway) which shall be on the same set of sections. The maximum number of cross sections per file is 500, unless earthwork balancing is required. It is recommended that cross sections for each alignment be in separate files. A viable GEOPAK cross section cell (i.e. recognizable by the cross section labeling window) must be present on each cross section at the correct location. Cross sections shall be labeled utilizing IDOT criteria input by station rather than graphically. The element symbology of all cross section elements shall be dictated by the IDOT criteria, via the use of the Typical Section Generator, or if standard criteria are not used, the element attributes shall conform to those listed in the variables.x file provided with IDOTCAD download. Under no circumstances will the top and bottom layer of any cross section feature have identical symbology including pavement features. Separate layers shall be provided for each aggregate. In place features, such as topsoil, pavement and shoulders shall be included on the cross sections.

PROJECT MULTIPLE ALIGNMENT SETUP:

The existing ground lines and shapes must be color coordinated to facilitate the processing of proposed cross sections. A cross section match line or shear line, when multiple alignments are utilized, must be supplied in addition to the actual cross section pattern line file. Unless otherwise specified by the Department, the GEOPAK default settings shall be used as described in the GEOPAK documentation.

SUPERELEVATION:

Shapes must be color coordinated to provide a visual difference between dependent and independent shapes. Shaping shall be done for all roadway pavements, acceleration and deceleration lanes, truck climbing lanes, but should exclude shoulders.

STAGED CONSTRUCTION:

When staged earthworks or staging cross sections are required; a separate construction phase cross section file shall be provided for each project stage where earthworks are to be computed. See the section titled "PROPOSED CROSS SECTIONS" of this policy for additional information concerning required data.

EARTHWORK:

Earthwork shall be processed to a tolerance of 0.01 for English or Metric, (which is the default menu setting in GEOPAK), and all input and log files shall be included. The results of the log files must be consistent with the graphic cross sections. Add volumes are permitted for unique circumstances on the project, such as driveway gravel quantities, but shall not be used in lieu of graphic elements for consistent trends in the sections (pavement or topsoil removal). A comment line added to the input file for each add volume shall specify the justification for the adjustment or a spreadsheet file shall be included to reflect the graphical end areas on the cross sections. Under no circumstances shall existing features or proposed features extend beyond the limits of the GEOPAK cross section cell. Earthwork shapes utilizing color stratification shall be included for all cross section files. Match lines are permitted where necessary to match two adjoining alignments; however, they may not be placed where they dissect a superelevation shape. When placed for sheet separation, the original cell must be left intact. GEOPAK cross section cells shall extend a minimum of 10 master units beyond the ground line.

CADD ROADWAY FAQ's [Frequently Asked Questions]

What manuals and other policies govern CADD work for IDOT?

CADD related policies for roadway drafting include:

Electronic Survey Data Requirements – Appendix B of the Survey Manual

CADD related reference manuals for roadway drafting include:

Survey Manual

Bureau of Design and Environment Manual

CADD Roadway Drafting Reference Guide

How can I assure that my design file meets IDOT's requirements and standards?

Several things are involved. First, it is imperative to download and use the IDOT CADD environment and subscribe to the CADD Standards/Downloads Subscription Services to be notified of current updates. Make sure that the file adheres to the policies, standards and guidelines described in applicable Department manuals and policy memoranda. Also, verify that the drafting follows the conventions described in the IDOT CADD Drafting Reference Guide. Use IDOT supplied seed files when creating new drafting files. Provided you are using the latest dgnlib available, run MicroStation Standards Checker to assure compliance with IDOT CADD standards. Refer to the Standards checker.doc file for instructions.

What tools and electronic files are available from IDOT to assist with electronic drafting for IDOT?

IDOT provides access to a number of CADD related files through IDOT's World Wide Web Internet site. These files include electronic versions of all IDOT standard symbols and Design Libraries, seed files for MicroStation, and various GEOPAK related files.

Where can I find IDOT's World Wide Web (WWW) Internet site?

The site is located at <http://www.dot.il.gov>

What if I have other questions about using CADD for IDOT that aren't in the policies or manuals?

Contact the IDOT Project Engineer. He or she can refer technical CADD questions to the appropriate CADD Supervisor.

What happens if I submit CADD files that do not meet IDOT standards?

CADD files that, in IDOT's judgment, do not meet IDOT standards will be returned to the consultant for appropriate corrections at no additional cost to IDOT.

Can we submit CADD drawings with all work for a portion of the highway on a single sheet?

No. IDOT standards require that a project be drafted in one continuous strip, not on individual sheets. Notes and Dimensions shall also be included on the strip plan or in sheet files if approved by the Project Engineer.

How does IDOT complete final drafting using reference files?

Final drafting is done in the file containing the strip plan or strip profile. This allows updates to be done in one location. These files are referenced to the sheets files. With the increase in the number of references that Microstation allows, project drafting can be accomplished with multiple strip files referenced to sheet files; for example, generate a survey topography file, an alignment file, proposed roadway, existing and proposed Right of Way, along with existing and proposed roadway and drainage profiles that could be referenced to sheet files. This method requires a complete and accurate Project Content File to describe all file content.

Do Aerial Survey files come referenced in grid or ground distance format?

Aerial Survey mapping files are referenced using grid distance format.

Do I need to use IDOT supplied seed files for CADD drafting?

Yes, **you need to use these files.** IDOT provides seed files through the Internet site so that working units are consistent between every file. The department seed files can be downloaded from this page, <http://www.dot.il.gov/cadd.html> on the IDOT website.

Do files have to use the IDOT file naming conventions?

Yes.

Should I use 2D or 3D design files?

Use 2D design files for roadway plans, profiles, cross sections and detail drawings. Use 3D design files for digital terrain models (DTM).

Why aren't 3D design files used for roadway plans, profiles, cross sections and detail drawings?

Since these elements are 2D representations, it makes sense to place them in a 2D file. Additionally, 2D files are needed for plotting from GEOPAK into the design file. Also, custom line styles in 3D files do not always display correctly.

What are the seed files that are to be used for drafting IDOT roadway plans?

For 2D English unit plans use:	PLANeng.dgn
For 3D English unit plans use:	IDOTeng.3d
For 2D Metric unit plans use:	PLANmet.dgn
For 3D Metric unit plans use:	IDOTmet.3d

What are the seed files that are to be used for drafting IDOT roadway cross sections?

For English Unit cross sections use:	PLANeng.dgn
For Metric Unit cross sections use:	N/A (for MSv8)

What cell library should I use for drafting roadway plans?

For 2D English Unit plans use:	IDOTroad.cel
For 2D Metric Unit plans use:	N/A (for MSv8)

FAQ'S FOR SURVEYING FOR CADD PLANS

What are IDOT's electronic survey data deliverables?

Two deliverables will be required: A hard copy document and an electronic copy of the hard copy document.

What are the contents of the hard copy document?

The hard copy document must contain:

- A title page
- An index of documents/files
- Specific survey instructions
- The observation file listing
- The compiled reports
- A location map
- Appropriate sketches

What manuals and policies govern electronic surveying for IDOT?

Related policies include:

- Electronic Survey Data Requirements – Appendix B of the Survey Manual

Related reference manuals include:

- Survey Manual

How can I assure that my survey meets IDOT's requirements and standards?

Several things are involved. First, make sure that the survey adheres to the policies and guidelines described previously. Use IDOT's point codes when doing the survey. Survey a metric project in metric units. Survey an English project in English units. Finally, submit the survey data in the format described in the "Electronic Survey Data Requirements" Appendix B of the Survey Manual.

May I use a survey point code list other than IDOT's?

No. Only IDOT's point codes and point code descriptions may be used when doing a survey for IDOT. Conversion from one point code system to IDOT's is not permitted.

What if I encounter a feature for survey that is not covered by a point code?

If a feature, not covered by an IDOT point code is encountered, use one of the point codes described as "Default point code" for the feature. The point code number and its description should then be noted in the readme.txt file.

What is a "Default point code"?

"Default point code" is a description given to a number of point codes in IDOT's Point Code Lookup table. When one of these point codes is used, the description must be changed from "Default point code" to a description of the feature that the point code represents. A separate "Default point code" must be used for each type of undocumented feature surveyed.

How should the point codes be used?

The point code that best describes the feature being surveyed should be assigned to the feature and an additional point code (material type) may be used to further describe the feature. For example, if a point at the left edge of a concrete pavement is surveyed, the point code would be 871 (Pavement Edge, Left) and the material code would be 774 (CONCRETE).

What tools and electronic files are available from IDOT to assist with electronic surveying for IDOT?

IDOT provides access to its point code list through its World Wide Web Internet site located at <http://www.dot.il.gov/cadd.html>.

What if I have other questions about doing surveys for IDOT that aren't in the policies or manuals?

Contact the IDOT Project Engineer. He or she can refer technical questions to the appropriate District CADD Supervisor or Chief of Survey.

May I have IDOT review some sample survey files before I complete the project to ensure that I'm following the standards and requirements?

Yes. You can arrange to have sample survey files reviewed, on a one time basis, by IDOT CADD staff to determine how closely the files adhere to IDOT standards. Contact the Project Manager to arrange this review. After the review, IDOT will expect that all submittals (regardless of project) will follow IDOT standards and requirements.

Are there special considerations when preparing half sections such as driveways?

To prepare electronic cross-sections for a half section, it is necessary to take at least one shot past the roadway alignment chain so GEOPAK will create the cross section cell for that station. For entrances, the next ground shot is at the roadway centerline and then proceed to and through the entrance.

CADD STRUCTURES FAQ's [Frequently Asked Questions]

What manuals and other policies govern CADD work for IDOT?

CADD related policies for structure drafting include:

All Bureau of Bridges and Structures technical manuals

CADD related reference manuals for structure drafting include:

CADD Structure Drafting Reference Guide

How can I assure that my design file meets IDOT's requirements and standards?

Several things are involved. First, make sure that the file adheres to the policies, standards and guidelines described previously. Also, verify that the drafting follows the conventions described in the IDOT CADD Structure Drafting Reference Guide. Use IDOT supplied seed files when creating new drafting files. Provided you are using the latest dgnlib available, run MicroStation Standards Checker to assure compliance with IDOT CADD standards.

What tools and electronic files are available from IDOT to assist with electronic drafting for IDOT?

IDOT provides access to a number of CADD related files through IDOT's World Wide Web Internet site. These files include resource files as well as cell libraries containing base sheets, miscellaneous details and symbols.

Do I need to use IDOT supplied seed files for CADD drafting?

Yes, **you need to use these files.** The Bureau of Bridges and Structures provides seed files through the Internet site so that working units are consistent between every file. These files can be downloaded from this page <http://www.dot.il.gov/bridges/bscadd2.html> on the IDOT website.

What are the seed files that are to be used for drafting IDOT structure plans?

For 2D English unit plans utilizing models, use:

ebridge_models.dgn

For 2D English unit plans utilizing individual design files, use:

ebridge_individual.dgn

What cell libraries should I use for drafting structure plans?

A list of available cell libraries and their contents can be found at <http://www.dot.il.gov/bridges/bscadd2.html>.

Where can I find IDOT's World Wide Web (WWW) Internet site?

The site is located at <http://www.dot.il.gov>

What if I have other questions about using CADD for IDOT that aren't in the policies or manuals?

Contact the IDOT Project Engineer. He or she can refer technical CADD questions to the appropriate CADD Supervisor.

What happens if I submit CADD files that do not meet IDOT standards?

CADD files that, in IDOT's judgment, do not meet IDOT standards will be returned to the consultant for appropriate corrections at no additional cost to IDOT.

APPENDIX A

DESIGN FILE NAMING

Roadway Plans:

File names of contract sheet files:

D\$12345-sht-cover.dgn	Cover sheet
D\$12345-sht-gennote.dgn	Index of Sheets, General Notes sheets
D\$12345-sht-SOQ.dgn	Summary of Quantities
D\$12345-sht-typical.dgn	Typical Sections
D\$12345-sht-schedule.dgn	Schedule of Quantities sheets
D\$12345-sht-ATB.dgn	Alignment, Ties and Benchmarks sheets
D\$12345-sht-plnprf.dgn	Design Plan & Profile sheets
D\$12345-sht-plan.dgn	Design Plan sheets
D\$12345-sht-profile.dgn	Design Profile sheets
D\$12345-sht-elev.dgn	Elevation sheets
D\$12345-sht-staging.dgn	Staging and Traffic Control plan sheets
D\$12345-sht-eros.dgn	Erosion and Sediment Control sheets
D\$12345-sht-drain.dgn	Drainage sheets
D\$12345-sht-rowplan.dgn	R.O.W. plan sheets
D\$12345-sht-parcel.dgn	R.O.W. plat sheets
D\$12345-sht-intersec.dgn	Intersection Details sheets
D\$12345-sht-pmk.dgn	Pavement marking plan sheets
D\$12345-sht-lndscp.dgn	Landscaping sheets
D\$12345-sht-ts.dgn	Traffic signal plan sheets
D\$12345-sht-light.dgn	Roadway Lighting sheets
D\$12345-sht-sign.dgn	Signing Plan sheets
D\$12345-sht-wetland.dgn	Wetlands Details sheets
D\$12345-sht-rem.dgn	Design removal sheets
D\$12345-sht-details.dgn	Detail drawings sheets
D\$12345-sht-soil.dgn	Soil report plan sheets
D\$12345-sht-blog.dgn	Boring Log Sheets
D\$12345-sht-xssht.dgn	Cross section sheets
D\$12345-sht-misc.dgn	Miscellaneous designs (non-highway work)
D\$12345-sht-tsl.dgn	Structure TS&L Drawings
D\$12345-sht-bcr.dgn	Bridge condition report
D\$12345-sht-ids.dgn	Geometrics IDS sheets
D\$12345-sht-rpt.dgn	Project report sheets

File names of continuous strip map drawing files:

D\$12345-topo.dgn	Topography plan conditions of project area
D\$12345-survey.dgn	Survey data owned by Survey Unit
D\$12345-gshot.dgn	XYZ ground shots file
D\$12345-CADD.dgn	CADD unit proposed compiled data file
D\$12345-Planning.dgn	Phase 1 Study work file
D\$12345-Environ.dgn	Environmental study work file
D\$12345-Design.dgn	Phase 2 Design Plans work file
D\$12345-Geom.dgn	Geometrics IDS work file
D\$12345-Hyd.dgn	Hydraulics Unit work file
D\$12345-prof.dgn	Phase 2 Profiles work file
D\$12345-drain.dgn	Drainage work file
D\$12345-ROW.dgn	Land Acquisition work file
D\$12345-Soil.dgn	Geotechnical soils work file
D\$12345-TS.dgn	Traffic Signal work file
D\$12345-light.dgn	Roadway Lighting work file
D\$12345-lndscp.dgn	Landscaping work file
D\$12345-eros.dgn	Erosion Control work file
D\$12345-staging.dgn	Traffic Staging and Traffic Control work file
D\$12345-wetland.dgn	Wetlands work file
D\$12345-pmk.dgn	Pavement marking work files
D\$12345-contour.dgn	Existing contour layout
D\$12345-util.dgn	Utility company survey
D\$12345-SUE.dgn	Sub-surface Utility Engineering
D\$12345-xscTSG.dgn	Cross sections after initial run of the TSG
D\$12345-xsc.dgn	Completed Cross Section cells
D\$12345-layout.dgn	Layout file for GEOPAK plan and profile sheet composition
D\$12345-geolines.dgn	GEOPAK work file
D\$12345-quantityfile.dgn	GEOPAK quantity shape file

Where: \$ = District number
12345 = Contract number

For alternate designs an alpha character shall be added to the end of the file name (Ex: A=first alternate, B=second alternate, etc.). As an example, two alternates for a design plan would be named D\$12345-DesignA.dgn and D\$12345-DesignB.dgn.

If there is a continued sequence of files for a large project or a project contains multiple sections to which multiple files are required for each section, a numeric character shall be added to the end of the file name. As an example, two files that contain the design plan of a given project would be D\$12345-Design1.dgn and D\$12345-Design2.dgn.

Recognizing that using this naming convention may not cover all circumstances, if unique files are required or for large projects that may have a large number of design sections, the file naming may be modified to accommodate the situation. Any revised naming convention shall be requested and approved by the IDOT Project Engineer.

Structure Plans:

For single design file using models:

The main design file shall be in the format: Structure Number-Contract Number.dgn (0100272-90758.dgn).

The Individual model names shall be in the format: Structure Number-Contract Number-Sheet Number (0100272-90758-001). The description fields shall be representative of what is in each model. The individual structure planning model name(s) shall be in the format: Structure Number-Contract Number-TSL-Sheet Number (0100272-90758-TSL-001).

For individual design files for each sheet:

Each planning and design file shall be named in the following format: Structure Number-Contract Number-Sheet Number-Brief description of sheet.dgn (0100272-90758-001-GPE.dgn).

Additional files or models required for the development of the plans (i.e. reference files/models) do not have to follow the above naming conventions. However, they must have file/model names that are representative of their content.

NOTICE

Construction Guides and Manuals – Memorandums

The Department's Construction Guides, Manuals and Memorandum are available on our web-site at the following address: <http://www.dot.il.gov/dobuisns.html>.

The Manual Sales Order Form is also available at the following address: <http://www.dot.il.gov/desenv/orderform.html>

NOTICE DBE FIRMS AND PROJECT GOALS

The firms noted on the List of Pre-qualified Consultants on IDOT's website (www.dot.il.gov/desenv/preqcons.html) are firms certified as a DBE in specified areas. It is the responsibility of any prime consultant firm to go to the **Illinois Unified Certification Program** web site (www.dot.il.gov/ucp/ucp.html) to verify the subconsultant is certified as a DBE in the area of work the sub will be performing on a specific project. Only the pre-qualified areas of work the DBE firm is certified in as a DBE will be considered toward the project's DBE goal.

Each list of tasks specified on a DBE's Cost Estimate Consultant Services (CECS) will be verified for DBE certification beginning January 1, 2007.

If you have any questions on DBE certification, please contact Carol Lyle in the Office of Business and Workforce Diversity. Any questions on prequalification, please contact Cheryl Cathey.

“Special Notice Regarding Disadvantaged Business Enterprises”

The Illinois Department of Transportation (IDOT) has designated various projects advertised in the Professional Transportation Bulletin as requiring participation by Disadvantaged Business Enterprises (DBEs). As a condition for any firm to be considered for a project requiring DBE participation, it must subcontract a minimum of the designated percent to a DBE. Each firm's letter must include a statement that it intends to subcontract the designated percent to a DBE. The Exhibit A in the Statement of Interest must include the DBE Consultant and the category of work they are going to perform.

To be considered as a prime consultant or subconsultant, a DBE must be prequalified with IDOT's Division of Highways' Bureau of Design and Environment (BDE). IDOT's Bureau of Small Business Enterprises (SBE) maintains a Disadvantaged Business Enterprises Directory of certified DBEs for the purpose of providing a reference source to assist firms. You can view/print and download the most current listing of DBE firms at IDOT's web site <http://www.dot.il.gov> under "Doing Business" "Small Business Enterprises" "Disadvantaged Business Enterprises (DBE) Program/IL UCP DBE Directory." DBE firms who are prequalified by BDE and are interested in performing consultant work are listed under the UCP Directory by Category, Architecture/Engineering Sorted by firm. Any firm desiring to subcontract work to firms that are not certified DBEs should encourage them to become certified by contacting SBE's Certification Section at (217) 782-5490.

Failure to assign at least the designated percent to one or more DBEs or to demonstrate that a good faith effort was made to assign the designated percent shall result in one of the following:

1. Notification to the prime consultant that the Agreement will not be signed until the percentage of DBE participation is met.
2. The Agreement will be signed with the understanding that payments to the prime consultant will be reduced by an amount determined by multiplying the total Agreement fee by the designated percent and subtracting the dollar value of DBE subcontracts.
3. Contract negotiations will be terminated.

Upon completion of the contract, should it be determined the prime consultant failed to assign the designated percent to an eligible DBE or demonstrated that a good faith effort was made to assign the designated percent as agreed upon, payment to the prime consultant will be reduced by the amount set forth in number 2 above.

A complaint regarding any decision rendered by or action by any Division or Office of IDOT pursuant to these requirements may be filed with the Secretary of IDOT.

NOTICE FOR DOCUMENTATION OF CONTRACT QUANTITIES

Information regarding the Documentation of Contract Quantities can now be found on our web site (www.dot.il.gov) under Public Partners. The registration form, registration process and class format is available.

If you have questions regarding this class or the content on the web page, please email cbctraining@dot.il.gov.

NOTICE OF ELECTRONIC SIGNATURES

In order for us to verify your scanned in signature (on cover letters, Exhibit A, Disclosure Forms A and B, and Delinquent Payment Form) we request that you complete the Signature Certification for Electronic Submittals form and submit it to us in **hard-copy** immediately. A signature certification form must be completed for each individual that will be signing any of the above mentioned documents. **If you have previously submitted your Signature Certification and no new individual will be signing the documents you are not required to re-submit the document.**

Send Submittal to:
Illinois Department of Transportation
Ms. Cheryl Cathey
Bureau of Design and Environment
Attn: Consultant Unit (Room 330)
2300 South Dirksen Parkway
Springfield, IL 62764

If you have questions, please contact Carrie Kowalski at: Carrie.Kowalski@illinois.gov

Signature Certification for Electronic Submittal

Signature Certification For Electronic Submittals

I certify that my electronically scanned-in signature appearing in future electronic Statements of Interest and associated documents submitted by our firm is authorized to be affixed by the person doing so and will be binding on the firm.

_____ (Firm) _____ (Signature) _____ (Title)

STATE OF _____

COUNTY OF _____ I, _____

a Notary Public in and for the County and State aforesaid, DO HEREBY CERTIFY that

known to me to be the same person whose name is subscribed to the foregoing instrument, appeared before me this day in person and acknowledged that (he/she) signed, sealed and delivered the said instrument as a free and voluntary act, for the uses and purposes therein set forth.

GIVEN under my hand and Notary Seal this _____ day of _____ A.D. _____.

NOTARY PUBLIC

Notice
Of Requirement For
Illinois Department Of Human Rights (IDHR)
Public Contract Number

Following selection, contract all proposal packages submitted to the Illinois Department of Transportation (IDOT) must contain the firm's IDHR number and the expiration date. The Department is required by law to require this number from all parties contracting with the State of Illinois. If your firm currently does not have an IDHR number the application form may be obtained from the following web-site www.state.il.us/dhr/ or may also be obtained by contacting:

DHR, Public Contracts Section
Public Contracts Division
100 W. Randolph,
Suite 10-100
Chicago, IL 60601

or by calling: 312-814-2432 (TDD 312-263-1579)

NOTE: An IDHR public contract number is not required if the firm employs fewer than 15 employees.

NOTICE FOR JOINT VENTURE

Statements submitted by Joint Ventures will be considered. The Joint Venture, Agreement signed by all parties, must be included with the statement of interest. The Joint Venture entity will have the sum of the individual firm's prequalification, capacity and evaluation history. IDOT **does not** have a form for joint venture agreements. The firms submitting as a joint venture are required to obtain and submit the joint venture agreement.

The required insurance coverage applies to the Joint Venture entity.

The Joint Venture entity will submit one statement of interest with the following specified:

- the party who will be the managing firm
- the firm responsible for each prequalification category
- each individual firm's work left, disclosure forms and delinquent dept forms.
- the firm responsible for invoicing
- One Exhibit A plus other required documents specified in the PTB combining the information for all firms. (Indicate personnel name and firm name on exhibit A for key staff)

EXHIBIT A EXAMPLE:

Name Required Prequalification Category :

	<u>Location Drainage</u>	
*Name	<u>Mr. John Smith (ABC Engineering Assoc.)</u>	
Category	<u>PE</u>	(PE, SE, LS)
Registration #	<u>62012345</u>	
Year Registered	<u>1995</u>	State <u>IL</u>
Office Location:		
City	<u>Chicago</u>	State <u>IL</u>

A firm planning to submit a Statements of Interest as a joint venture is required to contact the department for a new Statements of Interest Code. Contact Carrie Kowalski by e-mail at Carrie.Kowalski@illinois.gov. The code is required so that the joint venture proposal is recognized as a joint venture.

Overtime Billing **for** **Engineering Consultant Contracts**

The engineering consultant firm may bill overtime in accordance with Section 2.86 of the Standard Agreement Provisions and the following. When the employee in the same pay period, has worked on more than one project, the amount premium wages charged to a project must be in direct proportion to the total number of hours the employee worked in that pay period. (i.e. total hours worked in pay period = 50 hours (10 of which are premium hours), 25 total hours for the pay period on the project, 5 hours of overtime may be charged to the project.)

NOTICE
For
Prequalification of Consultants & DBE Revisions

Prequalification:

As stated in each Professional Transportation Bulletin under the guidelines:

Consultant firms acting as prime must be prequalified in all of the advertised areas listed in the project advertisement even if they plan to subcontract part of the project, except where noted in a specific project advertisement. If the prime is not prequalified in the required category(s) stated in the project advertisement, that firm's Statements of Interest cannot be considered for the item.

Within the Statements of Interest (Exhibit A page 3 of 3) the prime must identify any subconsultants and the item(s) of work they will perform. Subconsultants must be prequalified in the category of work they will be performing.

Also as stated in the Standard Agreement Provisions: 2.24 SUBLETTING, ASSIGNMENT OR TRANSFER:

Subconsultants must be prequalified in accordance with the department requirements. For specialized services that are required but which do not fall into the areas of prequalification of the department, a non-prequalified firm may be used with department approval.

DBE Participation:

The U.S. DOT regulation, 49CFR Sec. 26.55(a), states, "When a DBE participates in a contract, you count only the value of the work actually performed by the DBE toward the DBE goals." The IDOT and U.S. DOT regulations further state:

When a DBE subcontracts part of the work its contract to another firm, the value of the subcontracted work may be counted toward DBE goals only if the DBE's subcontractor is itself a DBE. Work that a DBE subcontracts to a non-DBE firm does not count toward DBE goals.

Effective immediately all subconsultant proposals where a DBE is utilized for the main contract and it is necessary for them to obtain non professional services which would be listed as a direct cost, the amount of those services will not apply to the DBE goal. For example if a DBE geotechnical firm is being used and they use a non-DBE drilling company to do the borings, the cost for this work will not apply to the DBE goal.

However any direct costs incidental to doing the work, per diem, hotel costs etc. will still counted toward the goal.

Illinois Department of Transportation Requirements for Quality Assurance Categories

May 8, 2008

As stated in previous notices:

The QA categories require that all Consultants requesting prequalification in any of the Quality Assurance categories be enrolled in the AASHTO AAP Proficiency Assessment Program.

IDOT requires Consultants enrolled in the program to allow IDOT access to their proficiency ratings via the AASHTO AMRL web site for aggregate and HMA, and the CCRL web site for concrete. In order to meet the terms of this requirement, as part of the prequalification process, each consultant is directed to the AASHTO web site. <http://amrl.net>. A release form for CCRL may be found at in the recurring notices. This pdf file should be printed, signed, and faxed to CCRL at the address printed on the form. It should NOT be sent to the Illinois Department of Transportation.

As stated in the Description and Minimum Requirements for prequalification the QA Testing labs must be fully accredited for consideration for prequalification in QA.

Review the recurring notices labeled in the bookmarks as:

- Quality Assurance Enrollment in AMRL Proficiency Assessment Program
- Quality Assurance Testing
- CCRL Release Form

A firm not enrolled in the AASHTO AAP Proficiency Assessment Program and CCRL Proficiency Assessment Program **will not be** prequalified in the QA categories.

A firm that does not have an accredited lab **will not be** prequalified in the QA categories.

NOTICE
Effective January 24, 2008

**Illinois Department of Transportation
Requirements for Verification of Quality Assurance Consultants Enrollment in
the AMRL Proficiency Assessment Program**

As part of the prequalification process, Consultants wanting to become precertified as a Quality Assurance Consultant must be enrolled in the AASHTO AAP Proficiency Assessment Program. IDOT now requires consultants enrolled in the program allow IDOT access to their proficiency ratings via the AASHTO AMRL web site. In order to meet the terms of this requirement, as part of the prequalification process, each consultant is directed to the AASHTO web site at:

<http://amrl.net>

Log in to the site as you would to report your firms' proficiency assessment results. Once the firm has logged into the AASHTO web site, complete the following steps:

- Select the black "My Lab" tab at the top of the page.
- Then Under Lab Account in the left column, select Manage PSP Specifiers.
- Select Add New Specifier and then from the dropdown list, select IL Dept of Transportation.
- Select Configure Enrollment Specifiers.
- Make the following samples available for evaluation with unlimited time periods:

AASHTO (Illinois Modified)	ASTM	Description
AGGREGATES		
T 11 (IL)	C117	75- μ m (No. 200) by Washing
T 27 (IL)	C136	Sieve Analysis of Fine and Coarse Aggregates
T 84 (IL)	C128	Specific Gravity and Absorption of Fine Aggregate (Slag Labs Only)
T 85 (IL)	C127	Specific Gravity and Absorption of Coarse Aggregate (Slag Labs Only)
HOT-MIX ASPHALT		
T 166 (IL)	D2726	Bulk Specific Gravity
T 209 (IL)	D2041	Maximum Specific Gravity
T 312 (IL)		Superpave Gyratory compaction
T 308 (IL)		Asphalt Binder Content by Ignition
CONCRETE		
T 22 (IL)	C 39	Compressive Strength of Cylinders
T 23 (IL)	C 31	Making and Curing Test Specimens in the Field
T 119 (IL)	C 143	Slump
T 121 (IL)	C 138	Weight, Yield, and Air Content
T 126 (IL)	C 192	Making and Curing Test Specimens in the Laboratory
T 152 (IL)	C 231	Air Content-Type A or B Pressure Method
T 196 (IL)	C 173	Air content by Volumetric Method (if performed)

- Select Next
- Select Finish

IDOT AMRL Proficiency Verification
Page 2

Once the process is complete, consultants will no longer be required to submit AASHTO AMRL Proficiency Results as part of the prequalification process.

Contact the Consultant Services Unit of the Illinois Department of Transportation, Bureau of Design and Environment at (217)-782-6916 or the Bureau of Materials and Physical Research at (217) 782-7200 if you require additional information.

David L. Lippert, P.E.
Engineer of Materials
And Physical Research

NOTICE

QUALITY ASSURANCE PREQUALIFICATION CATEGORY

This notice is important for consultants who are, or wish to be, prequalified in the Quality Assurance (QA) prequalification category. The requirement for accreditation of QA Testing laboratories was phased in over time and is now required.

QA Testing labs must be fully accredited to be considered for any new contracts or to renew prequalification.

Note: Neither prequalification nor accreditation is required for consultants working directly for contractors, performing Quality Control (QC) activities.

Synopsis of requirements:

- The laboratory must be accredited under the AASHTO Accreditation Program (AAP). The AAP requires on-site inspections and participation in proficiency sample programs. The Portland cement concrete (PCC) inspections and proficiency programs are conducted by the Cement and Concrete Reference Laboratory (CCRL). The hot-mix asphalt (HMA) programs are conducted by the AASHTO Materials Reference Laboratory (AMRL). Either CCRL or AMRL can conduct the aggregate program for your lab. Both AMRL and CCRL are scheduled to be in Illinois this year.
- The laboratory shall be accredited in all of the test procedures specified in Bureau of Materials and Physical Research (BMPR) Policy Memorandum "Minimum Private Laboratory Requirements for Construction Materials Testing or Mix Design." The current policy (2001-01) can be found in the Manual of Test Procedures for Materials. An update is scheduled to be published soon and may be viewed or downloaded from the Department's Web site.
- Personnel performing materials testing for aggregate, PCC, and HMA shall have completed the appropriate QC/QA trained technician classes. Personnel performing soils field tests shall have completed IDOT class S-33, "Standard Earth Density."

The description of the prequalification categories, the SEFC, and the BMPR Policy Memo may be viewed or downloaded from the IDOT Internet Site: [http:// www.dot.il.gov](http://www.dot.il.gov)

Information about the AAP accreditation and AMRL programs may be found on the AMRL Web Site: <http://patapsco.nist.gov/amrl/home/index.asp>

Information about the CCRL inspection and proficiency sample programs may be found on the CCRL Web Site: <http://www.bfrl.nist.gov/862/ccrl/front.htm>

Questions may be addressed to your District Materials Engineer or the Central Bureau of Materials and Physical Research.

NOTICE
February 7, 2008

Revised Sub-Consultants Formula

FORMULA FOR COST PLUS FIXED FEE
METHOD OF COMPENSATION

Effective on projects advertised in PTB 144 (April 5, 2007) and for all supplemental agreements received on or after June 13, 2007 the fee portion of the Cost-Plus-Fixed-Fee method of compensation will change. The compensation for this method will be:

$$\text{Compensation} = \text{DL} + \text{DC} + \text{OH} + \text{FF}$$

Where FF:

For Prime Agreements is:

$$(0.37 + R)\text{DL} + \% \text{DL}$$

When % is:

1 or 2 sub-consultants = 10% of Direct Labor (DL) of Subs

3 or 4 sub-consultants = 12% of Direct Labor (DL) of Subs

5 or more sub-consultants = 15% of Direct Labor (DL) of Subs

Sub-Consultants

$$(0.37 + R)\text{DL}$$

Where:

R= Complexity Factor: 0, 0.035, or 0.07

DL = Direct Labor

DC= Direct Cost

OH= Overhead Rate

NOTICE
Construction and Quality Assurance Consultants
S 33- Geotechnical Field Testing and Inspection Class

Professional Transportation Bulletin 117 included a notice that S 33 is a required class for technicians performing soil tests on construction projects. This includes consultant personnel providing Construction Inspection or Quality Assurance Testing on Department projects. The Department will schedule sessions of this class after determining the demand. Below is a description of the class and sign-up information.

Course Objectives

The student will be able to do the following: 1. Determine the Standard Dry Density and Optimum Moisture content of soil or soil mix according to AASHTO T 99. 2. Determine in-place density in accordance with approved test procedures. 3. Select the correct soil curve by the use of a one-point proctor and/or textural classification of the soils. 4. Determine the moisture content of a soil by either laboratory or field methods. 5. Perform validity checks of the soils test results. 6. Report test results in accordance with departmental requirements.

Prerequisites:

1. One year of college level technical training or six months experience, or consent of the course instructor;
2. High school math, including ability to calculate percentages.

Course Length:

Two Days, including written examination.

Cost:

There is no cost to consultants.

Location:

District One, District Eight, and other locations determined by demand.

Schedule:

As determined by demand; late fall, winter, and early spring.

To Register:

Mail or Fax a note or e-mail Brad Risinger in the Technical Training Unit. For each proposed registrant, provide name, firm name, address, phone, FAX and e-mail. Please list multiple registrants in priority order, since seating in initial classes may be limited.

Brad Risinger
IDOT- Technical Training Unit
313 Hanley Building
2300 S. Dirksen Parkway
Springfield, IL 62764
217 782-0128
FAX 217 524-7260
Brad.Risinger@illinois.gov

NOTICE OF TRAINING OPPORTUNITY

LAKELAND COLLEGE TRAINING COURSES

Lakeland College will be conducting QC/QA Training again this year. Please visit the web-site for further information. Information or schedules can also be obtained by contacting Marlene Browning.

Marlene K. Browning
Lake Land College
5001 Lake Land Blvd.
Mattoon, IL 61938-9336
Phone: (217) 234-5285
Fax: (217) 234-5381 E-Mail: idotqcqa@lakeland.cc.il.us
Internet Homepage: <http://www.lakeland.cc.il.us/idotqcqa>

NATIONAL HIGHWAY INSTITUTE (NHI) COURSES

The National Highway Institute (NHI) Course listing as well as other pertinent information is available at the following address:

<http://www.nhi.fhwa.dot.gov/default.asp>

NATIONAL TRANSIT INSTITUTE (NTI) COURSES

The National Transit Institute (NTI) Course listing as well as other pertinent information is available at the following address:

<http://www.ntionline.com/Courses.asp>