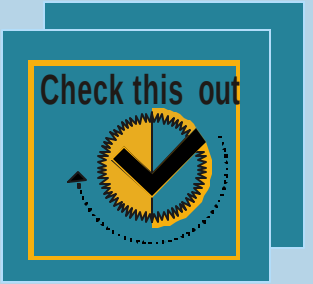
Professional Transportation Bulletin

PTB 192

May 02, 2019

Statements of Interest are due before 12:00 p.m.
on May 23, 2019
Selection Date: July 17, 2019



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

IMPORTANT NOTICE PROFESSIONAL TRANSPORTATION BULLETIN REVISIONS

Selection Date: July 17, 2019

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 May 2, 2019.

State Of Illinois
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 the **IDOT's WEBSITE: Engineering, Architectural & Professional Services**

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

Questions concerning this Bulletin should be directed to:
E-mail: DOT.ConsultantServices@illinois.gov

Or mailing address:
Bureau of Design and Environment
2300 South Dirksen Parkway
Attn: Consultant Unit
Room 330
Springfield, IL 62764

Regional/District Contact information

Region 1

District 1
Mr. Anthony Quigley
201 West Center Court
Schaumburg, IL 60196

Region 2

District 2
Mr. Kevin Marchek
(acting)
819 Depot Avenue
Dixon, IL 61021

District 3
Mr. Kevin Marchek
(acting)
700 East Norris Drive
P.O. Box 697
Ottawa, IL 61350

Region 3

District 4
Mr. Kensil Garnett
401 Main Street
Peoria, IL 61602

District 5
Mr. Kensil Garnett
Route 133 West
P.O. Box 610
Paris, IL 61944

Region 4

District 6
Mr. Jeffrey South
(acting)
126 East Ash St.
Springfield, IL 62704

District 7
Mr. Jeffrey South
(acting)
400 West Wabash
Effingham, IL 62401

Region 5

District 8
Mr. Keith Roberts
(acting)
1102 Eastport Plaza Drive
Collinsville, IL 62234

District 9
Mr. Keith Roberts
(acting)
State Transportation Building
P.O. Box 100
Carbondale, IL 62903

Tentative Schedule
For
Professional Transportation Bulletins

ACTIVITY	PTB 193	PTB 194	PTB 195	PTB 196	PTB 197	PTB 198
PUBLISH PTB	**08-01-19**	**11-07-19**	**02-06-20**	**05-07-20**	**08-06-20**	**11-05-20**
***STATEMENTS OF INTEREST ARE DUE	**08-22-19**	**12-05-19**	**02-27-20**	**05-28-20**	**08-27-20**	**12-03-20**
SELECTION MEETING	**10-16-19**	**01-29-20**	**04-22-20**	**07-22-20**	**10-21-20**	**01-27-21**

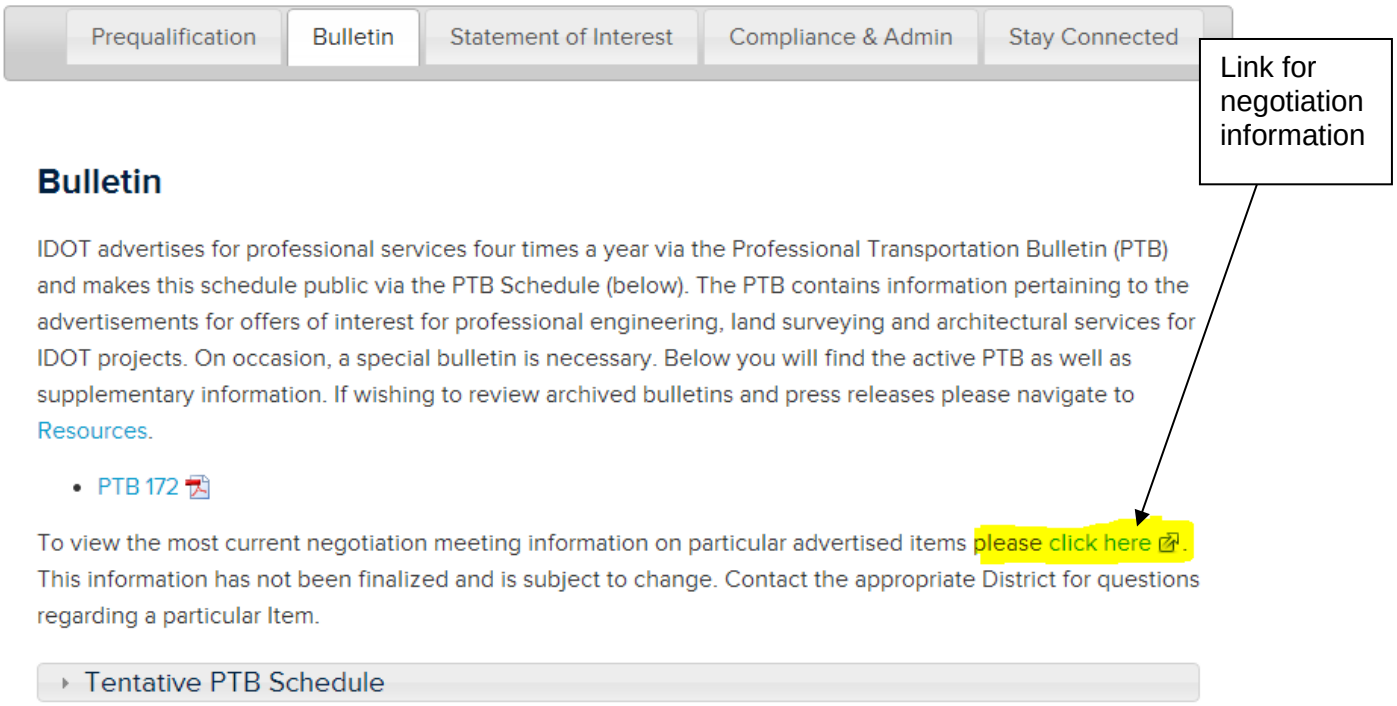
***** STATEMENTS OF INTEREST FOR THE CURRENT PTB MUST BE RECEIVED BETWEEN, Publish Date 05-02-19 & 05-23-19 (12:00 P.M. NOON)**

STATEMENTS OF INTEREST RECEIVED AFTER 12:00 P.M. WILL NOT BE CONSIDERED.

Only SUBMITTALS through EPAS will be considered for Professional Transportation Bulletins.

NOTICE

Proposed Negotiation Meeting information for Items will be available under the Bulletin Tab at the following link: Negotiation Data



Region 1

Anthony Quigley

- **District 1**
  - Items 1 - 9

Region 2

Kevin Marchek (acting)

- **District 3**
  - Item 10 - 11

Region 3

Kensil Garnett

- **District 4**
  - Item 12 - 13
- **District 5**
  - Item 14

Region 4

Jeffrey South (acting)

- **District 7**
  - Item 15 - 16

Region 5

Keith Roberts (acting)

- **District 8**
  - Items 17 - 19

Bureau of Bridges and Structures

Carl Puzey

- Item 20 - 22

Bureau of Operations

Amy Eller

- Item 23 - 26

NOTICE

Notice for Statement of Experience and Financial Condition Renewal

May 2, 2019

This is a reminder for currently prequalified consultants whose fiscal year ended:
December 31, 2018

The Statement of Experience and Financial Condition is due **June 30, 2019**, *no exceptions*. Firms have until midnight to submit. Failing to submit the information will result in the firms not being prequalified.

Firms will automatically be set to **Not-Approved**.

EPAS will show, either New SEFC or Renew SEFC along with an Amend option for the SEFC.

DO NOT use the AMEND to renew an application, it could jeopardize your prequalification status.

- New SEFC indicates a complete update is required. All staff, corporate details, financial data and the prequalification categories.
- Renew SEFC indicates Corporate Details and Financial updates are required.
- The EPAS Manual has additional details, see section 7. http://www.idot.illinois.gov/Assets/uploads/files/Doing-Business/Manuals-Guides-&-Handbooks/Highways/Design-and-Environment/EPAS%20Instruction%20Manual.pdf

Remember:

- ✓ Department of Financial & Professional Regulation licenses are current.
- ✓ Secretary of State Certificate or form showing firm is currently in Good Standing.
- ✓ DBE Certificate/No Change Affidavit (if applicable) is current.
- ✓ Insurance certificate is required to be current and up to date.
- ✓ Financial data requires in-house direct costs to be included.
- ✓ Don't forget to include the Signed Certificate of Final Indirect Cost (overhead) with your overhead rate calculations. (there is a sample in the EPAS manual, see section 6.3)
- ✓ If you are updating the prequalification category questionnaires, remember to delete the outdated projects. Review the description and minimum requirements for time frames for the specific categories. http://www.idot.illinois.gov/Assets/uploads/files/Doing-Business/Manuals-Guides-&-Handbooks/Highways/Design-and-Environment/Description%20and%20Minimum%20Requirements.pdf

Prequalification Category:

- ✓ Review the Description and Minimum Requirements and address these requirements in the questionnaires.
- ✓ Delete outdated (over 10 years old) projects.
- ✓ Taylor expertise to the specific category being requested.

NOTICE

February 1, 2019

Revised Consultant Utilization Plan

The following was added to the first sheet (prime sheet) of the plan for clarification.

☐Failed to meet Consultant Proposed Goal in Statement of Interest but meets or exceeds the advertised goal. The revised Disadvantaged Business _____ percent
Attached are the signed participation statements forms, with the noted revisions, evidencing availability and use of each consultant firm participating in this plan and assuring each business will perform a commercially useful function in the work of the contract. Justification for the revisions must be provided to the department by the Consultant.

The following sheet shows the revision highlighted on the revised page.

Consultant's Utilization
Plan PTB # 1XX Item #XX
Advertisement DBE Goal XX%

I certify I am the _____ of the firm of SAMPLE FIRM, Inc. and I have thoroughly reviewed our proposed subconsultant utilization plan. If we are selected for this project, we will assign it as a top priority project with our firm's proposed staff and the subconsultant's staff for the full term of the contract. The office location for correspondence relating to this project is:

Address_____

City/State/Zip_____

As the Consultant I further agree to ensure disadvantaged businesses as defined in 49 CFR Part 26 and the Standard Agreement Provisions for Consultant Services (SAPCS) have the maximum opportunity to participate in the performance of subcontracts financed in whole or in part with Federal or State funds. The consultant shall take all necessary and reasonable steps in accordance with 49 CFR Part 26 to ensure said businesses have the maximum opportunity to compete for and perform under this contract. The consultant shall not discriminate based on race, color, national origin or sex in the award and performance of contracts.

I, acting in my capacity as an officer of the undersigned submitting firm (or firms if a Teaming Agreement), hereby assure the Department on this project my firm: (check one)

☐ Meets or exceeds the advertisement goals and have provided documented participation as follows:
Disadvantaged Business _____ percent
Attached are the signed participation statements forms evidencing availability and use of each consultant firm participating in this plan and assuring each business will perform a commercially useful function in the work of the contract.

☐ Failed to meet Consultant Proposed Goal in Statement of Interest but meets or exceeds the advertised goal. The revised Disadvantaged Business _____ percent
Attached are the signed participation statements forms, with the noted revisions, evidencing availability and use of each consultant firm participating in this plan and assuring each business will perform a commercially useful function in the work of the contract. Justification for the revisions must be provided to the department by the Consultant.

☐Failed to meet contract award goals and has included good faith effort documentation to meet the goals and my company has provided participation as follows:
Disadvantaged Business Participation _____ percent
The contract goals should be accordingly modified or waived. Attached is all information required by the SAPCS in support of this request including good faith effort. Also attached are the signed participation statements forms, required by the SAPCS evidencing availability and use of each business participating in this plan and assuring each business will perform a commercially useful function in the work of the contract.

Print Name	
Signature	
Title	
Date	
Firm Name	
Phone	
E-mail address	

Introduction

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

PROFESSIONAL TRANSPORTATION BULLETIN #191
Publish May 02, 2019

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

A notification of the PTB being published is sent to each professional consultant on IDOT's subscription server list. A Professional firm who is not prequalified may obtain the necessary information and forms to become prequalified from the INTERNET at: Engineering, Architectural & Professional Services

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 through the Engineering and Prequalification Agreement System (EPAS).

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, VIA EPAS, PRIOR TO 12:00 P.M. Central Standard Time, May 23, 2019. 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 the criteria established in the Advertisement:

Rating Description	Weighted %
Past Performance in Project Categories	0-30
Proposed Staffing from Prime and any subconsultants	0-30
Proximity of firm to project location	0-10
Proposed DBE use	
Available work capacity of firm	0-30
The firms experience in with required project work	0-30
Firms understanding/method of accomplishing project requirements	0-30
Project Specific Criteria: Specific requirement in an advertisement	0-30
Total=	100

All members of the Consultant Selection Committee will be **unavailable** during the two-week period preceding the Selection Committee Meeting.

Departmental procedures ensure 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 and/or e-mails expressing your interest in various projects and/or correspondence concerning your firm to members of the Consultant Selection Committee per Illinois Procurement and Ethics (5 ILCS 430/5-50).

Information 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 IDOT prequalification 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.

All interested firms must submit through the Engineering Prequalification and Agreement System (EPAS). This includes specialty firms, for items in the Professional Transportation Bulletin that do not have prequalification categories, i.e. firms not prequalified in the established prequalification categories; typical items are painting, manual rewrites, steel fabrication inspection, specific testing, etc. These firms must contact DOT.ConsultantServices@illinois.gov to establish an account.

The EPAS instruction manual is located on the IDOT Website under Resources: Manuals & Guides: EPAS Manual

Information to consider when submitting:

- A brief statement of the firm's interest in performing the work. (Should be concise to the point, suggest approximately 2 pages)

- Color graphics/photographs, charts, graphs etc. can be used at your discretion. Make applicable to the requested advertisement.

- **Exhibit A** is used to give a snap shot of the firm's proposed staff as follows:
    - List the required key personnel to match required prequalification categories and any additional personnel requirements designated in the project advertisement. (Include firm name if work is to be completed by Subconsultant)
    - QC/QA personnel must be different individuals than the staffing, which prepared the documents.
    - Attach resumes of all key personnel listed in the SOI. It is recommended the individual resumes should be approximately two pages and must be relevant to the expertise required for the specific project.
    - 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.
    - Identify proposed subconsultants, item(s) of work they will perform, and the estimated % of work. If a DBE Goal is in the advertisement then list the DBE subconsultant(s), the work they will be performing, and estimated % of the work. All Subconsultants must be prequalified in the area of work they will be performing.
    - Include Mentor Protégé data if participating.

Information for Submitting Statements of Interest (SOI)

- **Exhibit B** is required for Projects involving Location Design Studies (Reconstruction/Major Rehabilitation and New Construction/Major Reconstruction) and all Environmental Reports (Environmental Assessment and Environmental Impact Statements) EPAS prompts the user to complete form B when it is required.

- Under 3. 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.

- Under: 4. Summarize any other information specifically requested in the project advertisement: In addition to the above requirements, any other information specifically requested in the project advertisement should also be included in the submittal. The specifics for addressing the criteria in the advertisement may be included here.

- Under 6. Include the Subconsultant Utilization Plan. It is not required to be completed at SOI time. Must match the SOI subs, categories and estimated percent's. Sub U-Plan Required to be completed if selected.

- The Current Obligation's information is an on line application in EPAS. It must be completed before you submit the Statements of Interest.

- Instructions for completing Disclosure **Forms A** and **B** are included on pages 1 and 2 immediately preceding **Forms A** and **B** Disclosure. The Disclosure Forms are a separate document and one set for each prime is submitted. In addition, **Form B** should not include IDOT projects, since this information is already included in the **Current Obligations**.

- The Delinquent Debt is generated in the EPAS system and is submitted as a separate document. Only one document, for prime and subconsultants, with all pertinent data is required. Instructions are included with the Delinquent Debt.

- The Disclosure of Business Operations in Iran is also 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.

- Exhibit A, Exhibit B (when applicable), the Current Obligations, Disclosures A & B, Delinquent Debt Certification, and Disclosure of Business Operations in Iran are required to be considered.

  Note: Actual signatures are required on the documents. Documents without actual signatures will be returned.

PROFESSIONAL TRANSPORTATION BULLETIN

REQUIRED FORMS

FOR

STATEMENT OF INTEREST SUBMITTAL

The information in all forms is required as part of all Statement of Interest submittals. The EPAS application has the ability to include all the required information. Some forms are attached and some data is entered into EPAS directly to generate the data for the form. There is an EPAS Instruction Manual for your use and can be used when completing the SOI in EPAS.

Please review the EPAS manual instructions for the submittal process. EPAS Manual

- The BDE Current Obligations is completed in EPAS; it is not a separate document.
- The Delinquent Debt is generated in EPAS based on the Statements of Interest applications and is required to be completed by prime and subs and attached in the EPAS application.
- The Disclosure forms A & B are submitted via EPAS. The form is required to be completed, signed and attached separately and then attached in the EPAS Application.
- The Disclosure of Business Operations in Iran BDE Form (BDE 2900), the form is required to be completed and attached separately and then attached in the EPAS Application.

Required forms are located at under the under the *Statement of Interest Tab*. D&E Forms

All signatures are required to be actual signatures.

Forms without an actual signature will be returned.

TABLE OF CONTENTS
PTB 192

Item	County	Description
Region 1/District 1		
1.	Various	Job No. V-91-004-19, Phase I Safer Roads Index Assessment Projects
2.	McHenry	Job No. C-91-003-17, US Route 20 at West Union Rd & at Coral Rd / at Marengo-Beck, Phase III Construction Inspection Services
3.	Various	Job No. V-91-002-19, Various Phase III Construction Inspection Projects
4.	Various	Job No. MT-91-001-19, Various Phase III Quality Assurance for Aggregate/HMA/PCC and Other Material Inspection Projects
5.	Cook	Job No. D-91-167-19, FAI 90 (I-90) at Foster Avenue Bridge, Phase II Engineering Services
6.	Cook	Job No. C-91-090-18, I-94 Kennedy Expwy at Montrose Avenue, Phase III Engineering Services
7.	Various	Job No. V-91-003-19, Various Phase II Projects
8.	Various	Job No. V-91-001-19, Various Phase III Construction Inspection Projects
9.	Various	Job No. D-91-171-19, Various Phase II Land Surveying Projects
Region 2/District 3		
10.	Various	Job No. V-93-002-19, Phase I Engineering for Structures in Kankakee, Iroquois, Livingston, and LaSalle Counties
11.	Various	Job No. V-93-001-19, Various Phase I/II Structure Projects
Region 3/District 4		
12.	Various	Job No. V-94-002-19, Various Phase I/II Engineering Projects
13.	Various	Job No. V-94-001-19, Various Phase III Construction Inspection Projects
Region 3/District 5		
14.	Champaign	Job No. C-95-038-15, Mattis Avenue over I-74 & I-57, Phase III Construction Inspection
Region 4/District 7		
15.	Various	Job No. V-97-001-19, Various Phase I/II Engineering Projects
16.	Macon	Job No. R-97-004-16, ILL 121 to US 36/Old US 51, Phase I/II Land Surveying Projects

TABLE OF CONTENTS
PTB 192

Item	County	Description
Region 5/District 8		
17.	Greene	Job No. P-98-018-19/D-98-042-19, US Route 67 over Apple Creek Overflow, Phase I/II Engineering Services
18.	Various	Job No. V-98-001-19, Various Phase I/II Geotechnical Engineering Projects
19.	Various	Job No. V-98-002-19, Various Phase I/II Engineering Projects
Bureau of Bridges and Structures		
20.	Various	Job No. BI-37-001-20, Various Statewide Structural Steel Shop Fabrication Inspections
21.	Various	Job No. BI-37-002-20, Various Statewide Engineering for Structure Projects, (Major River Bridge Inspection)
22.	Various	Job No. BI-37-003-20, Various Statewide Geotechnical and Structural Services
Bureau of Operations		
23.	Various	Job No. S-60-001-20, Various Traffic Signal Coordination and Timing (SCAT) Projects
24.	Various	Job No. D-60-003-20, Various Statewide Sign Structure Inspection Projects
25.	Various	Job No. D-60-004-20, Various District 1 Sign and Tower Structure Inspection Projects
26.	Various	Job No. S-60-002-20, Various Traffic Signal Coordination and Timing (SCAT) Projects

1. **Job No. V-91-004-19, Phase I Safer Roads Index Assessment Projects, Various Routes, Various Counties, Region One/District One.**

This project may contain **Federal Funds**.

The project requires **21% DBE** participation, or if the contract goal is not met, documented evidence of good faith efforts.

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

The Consultant who is selected for this project and all sub-consultants the prime Consultant will be using are scheduled to attend an initial meeting on **July 24, 2019 at 9:00 AM** at the Region One/District One Office in **Schaumburg**.

Phase I engineering services are required for the preparation and review of traffic engineering studies and crash studies for locations identified through the Department's Safer Roads Index (SRI) in District One. Work may include collection of field data such as condition diagrams, manual turning movement (full classification), traffic count data and relevant crash data, and related study correspondence. This may be done through retrieval of Illinois Traffic Crash Reports from local enforcement agencies as well as preparation of collision diagrams. Arc GIS skills will be needed to assist with crash data retrieval efforts. Also anticipated are traffic engineering analysis such as crash analysis, traffic signal warrant studies, barrier warrant analysis and sight distance studies to determine recommended improvements that will reduce the frequency and severity of crashes at locations with a potential for safety improvement (PSI). Reviews may 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). Work orders under the blanket agreement will be negotiated and authorized by the department on an as-need basis, starting with SRI locations with the greatest PSI values.

The department will furnish the Consultant with locations to be reviewed and traffic crash data compiled by the Bureau of Data Collection for most recent five (5) years.

The Consultants Statement of Interest will be rated based on:

Rating Description	Weighted %
Past performance in project categories	15
Proposed staffing from Prime and any Subconsultants	25
Proximity of firm to project location	5
Proposed DBE use	5
Available work capacity of firm	10
The Firms experience with required project work	25
Firm's understanding/method of accomplishing project requirements	15

The estimated engineering fee for this project is $800,000. The completion date for this contract will be 60 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 assume the duties of Project Engineer, that individual in charge of the day to day program management work (must be an Illinois Licensed Professional Engineer).
- The person who will assume the duties of Traffic Engineer, that individual in charge of the day to day traffic studies work (must be an Illinois Licensed Professional Engineer).
- The person who will perform the QC/QA review work for all milestones submittals (must be an Illinois Licensed Professional Engineer).

Statements of Interest must also include the Consultant's relevant traffic study projects completed by the firm for IDOT Region One/District One within the past five years by the key staff members listed in the Statement of Interest. Do not include more than 10 completed applicable projects.

The prime firm must be prequalified in the **Special Studies (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 through the Engineering and Prequalification Agreement System (EPAS).

2. Job No. C-91-003-17, US Route 20 at West Union Rd & at Coral Rd / at Marengo-Beck, Phase III Construction Inspection Services, McHenry County, Region One/District One.

This project may contain **Federal Funds.**

This project requires **25% DBE** participation, or if the contract goal is not met, documented evidence of good faith efforts.

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 **August 1, 2019** at **1:00 PM** at the Region One/District One Office in **Schaumburg.**

Phase III engineering is required to provide construction inspection services for US Route 20 at West Union Rd & Coral Rd / at Marengo-Beck. Work includes, but is not limited to, consists of the construction of a roundabout at the US Route 20 at Marengo Road, Beck Road and South Union Road intersection. Also included is pavement widening to accommodate new turn lanes along US Route 20 at both the Coral Road and West Union Road. In addition, the culvert at US Route 20 over an unnamed Ditch northwest of Beck Road will be replaced with three precast concrete box culverts flanked by three new retaining walls. The existing culvert on US Route 20 north of West Union Road will be extended to accommodate the widened shoulder. Lighting will be installed at the new roundabout, new curb and gutter, resurfacing, sidewalk and drainage work, any and all incidental and collateral work necessary to complete the improvement.

The following Structures may be included:

- S.N. 056-0087 - US Route 20 over unnamed Ditch just northwest of Beck Road
- S.N. 056-0318 – Proposed Box Culvert along US Route 20
- S.N. 056-0319 – Proposed Box Culvert along US Route 20
- S.N. 056-0320 – Proposed Box Culvert along US Route 20
- S.N. 056-0345 – Proposed Retaining Wall along US Route 20
- S.N. 056-0346 – Proposed Retaining Wall along US Route 20

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 is prohibited. At the negotiations meeting, the prime Consultant, and subconsultant(s) will disclose all current relationships with contractors.

The Consultant's work includes, but is not limited to, providing staff, vehicles, and appropriate test equipment necessary to complete this project. The Consultant will furnish a Liaison Engineer and an adequate staff to perform the duties required to fulfill the engineering requirements in accordance with the departmental policies.

The Consultant will provide tools of the trade. These tools will include an office computer system capable of running ICORS software. The Consultant will perform on-site inspection, layout including design changes, provide construction layout when not provided for in the contract plans, provide geotechnical inspection and testing, prepare records, maintain documentation, submit pay estimates, change orders and any other duties that would require the services of an engineer to complete this project on a timely basis and in accordance with State specifications.

The Consultants Statement of Interest will be rated based on:

Rating Description	Weighted %
Past Performance in Project Categories	10
Proposed Staffing from Prime and any Subconsultants	30
Proposed DBE use	10
Available work capacity of firm	10
The Firms experience with required project work	20
Firms understanding/method of accomplishing project requirements	20

The anticipated construction completion date is May 31, 2021. The Consultant must complete and submit final measurements, calculations and final contract records documents to the department no later than six (6) weeks after the completion of the project.

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

- Liaison Engineer (Illinois Licensed Professional Engineer is preferred)
- The Assistant Engineer
- The Document Technician (The person actively performing the documentation on the project must possess a current IDOT Construction Documentation certificate and must be ICORS trained. **Include the Documentation Certificate Number for IDOT**)
- The Materials Coordinator
- The Materials QA Technician (The person shall have a Level II HMA and PCC training and IDOT class S-33, Soil Testing)
- Materials Laboratory (QA HMA/PCC & Aggregate prequalified)
- The Survey Chief.

The prime firm 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 through the Engineering and Prequalification Agreement System (EPAS).

3. Job No. V-91-002-19, Various Phase III Construction Inspection Projects, Various Routes, Various Counties, Region One/District One.

This project may contain **Federal Funds.**

This project requires **22% DBE** participation, or if the contract goal is not met, documented evidence of good faith efforts.

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 **August 1, 2019** at **9:30 AM** at the Region One/District One Office in **Schaumburg.**

Phase III engineering services are required to assist Department resident engineers/technicians on various construction projects throughout the District One area. Eight (8) to twelve (12) engineers and /or engineering technicians are anticipated to be required during the 2019, 2020 and 2021 [if applicable] construction seasons. Typical assignments would include, but are not limited to: general construction inspection, project finalization and documentation, including PCC & bituminous concrete paving operations, drainage, patching, bridge structures, bridge painting and providing general assistance as a member of a field crew. Survey/layout services may be required. The Consultant will furnish a Project Manager and an adequate staff to perform the duties required to fulfill the engineering requirements in accordance with the departmental policies. This work may be in either English or metric Units.

The personnel shall have a good working knowledge of Department Specifications for Road and Bridge Construction, the Department Construction Manual and documentation and in 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 is prohibited. At the negotiations meeting, the prime Consultant, and subconsultant(s) will disclose all current relationships with contractors.

The Consultants Statement of Interest will be rated based on:

Rating Description	Weighted %
Past performance in project categories	25
Proposed staffing from Prime and any Subconsultants	25
Proposed DBE use	5
Available work capacity of firm	15
The Firms experience with required project work	15
Firms understanding/method of accomplishing project requirements	15

The estimated engineering fee for this project is $750,000. The completion date for this contract will be 18 months after authorization to proceed.

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

- Project Manager
- Inspectors (A current IDOT Construction Documentation Certificate is desired).

The prime firm 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 through the Engineering and Prequalification Agreement System (EPAS).

4. Job No. MT-91-001-19, Various Phase III Quality Assurance for Aggregate/HMA/PCC and Other Material Inspection Projects, Various Routes, Various Counties, Region One/District One.

This project requires **35% DBE** participation, or if the contract goal is not met, documented evidence of good faith efforts.

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 **July 26, 2019** 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), Recycled Asphalt Paving (RAP) testing, Recycled Asphalt Shingles (RAS) testing, pipe, precast and prestressed inspections. Services and responsibilities include structural steel and miscellaneous materials inspection at various sources or jobsites. Independent Assurance sampling and testing for the department for both HMA and PCC according to Federal guidelines at both plants and jobsites. The department may have a need for a project manager to handle certain parts or full-time tasks such as staff management of Independent Assurance efforts, RAS testing program, a geographical area for Mixtures Control Unit, evaluation and reporting of Pay Factors for End Result Projects, special laboratory testing, and evaluation of mix designs and new products, etc. The Project Manager may require appropriate training and experience for the tasks, which they are assigned. Work orders under the blanket agreement will be negotiated and authorized by the department on an as needed basis.

Additional services and responsibilities may include a Materials Certification Technician and Technical Office Staff to support District One's Bureau of Materials Office Staff. Work may include assisting the Quality Assurance Manager and Material Certification technicians in reviewing and finalizing various material inspection requirements, tracking and helping solve material deficiencies issues, processing various technical test results and monitoring project status and other duties as assigned.

The department will furnish the Consultant with daily assignments to various construction jobsites, bituminous or concrete plants, quarry field offices, District Lab facilities and prestressed and precast facilities and various producers and suppliers of structural steel and miscellaneous materials.

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 subconsultants(s) will disclose all previous involvement in the district as well as current relationships with contractors.

The Consultant will maintain records and submit documentation of QC and QA activities required by the construction contract, *Manual for Fabrication of Precast Prestressed Concrete Products, any applicable Materials Policy Memorandums and appropriate contract special provisions and plan notes or details.*

The Consultants Statement of Interest will be rated based on:

Rating Description	Weighted %
Past performance in project categories	22
Proposed staffing from Prime and any Subconsultants	16
Available work capacity of firm	18
The Firms experience with required project work	20
Firms understanding/method of accomplishing project requirements	10
Project Specific Criteria: Knowledge, experience and access to specialized materials testing equipment such as IFIT, DCT, Hamburg Wheel, Asphalt Analyzer, MITSCAN, etc.	14

The estimated engineering fee for this project is $1,500,000. The completion date for this contract will be 60 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, Level 2 and Level 3 (HMA and PCC) Certified Testing Technicians
- ACI Grade 1 and PCI Level 1 and Level 2 Certified Testing Technicians
- The Materials QA Technician
- Structural Steel and Miscellaneous Materials Source Inspector
- Materials Certification Technician (must possess a current IDOT Construction Documentation certificate. Current proof of recent IDOT documentation experience within the last 5 years is required. **Include the Documentation Certificate Number for IDOT)**
- Technical Office Staff.

The Certificates of completion for required training courses must be included in the Statement of Interest for the staff presented.

The prime firm must be prequalified in the following categories to be considered for this project:

Special Services (Quality Assurance: HMA & Aggregate)

Special Services (Quality Assurance: PCC & Aggregate)

Statements of Interest, including resumes of the key people noted above, must be submitted electronically to the Central Bureau of Design and Environment through the Engineering Prequalification and Agreement System (EPAS).

5. Job No. D-91-167-19, FAI 90 (I-90) at Foster Avenue Bridge, Phase II Engineering Services, Cook County, Region One/District One.

This project may contain **Federal Funds.**

This project requires **22% DBE** participation, or if the contract goal is not met, documented evidence of good faith efforts.

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 **July 31, 2019** at **9:30 A.M.** at the Region One/District One Office in **Schaumburg.**

Phase II engineering services are required for the preparation of contract plans, specifications and estimates including TSL, structure and roadway plans for the replacement of the existing bridge structure carrying Foster Avenue over FAI-90 (I-90) in the City of Chicago. The existing four span bridge to be removed consists of concrete deck supported on built-up plate girders, 395'-4.5" long and 83'-00" wide. The replacement bridge is expected to be a two-span bridge approximately 340' long and 77' wide that will accommodate a future I-90 widened to 4 travelled lanes in each direction with full width shoulders and increase the clearance over I-90 from 14'-11" to approximately 15'-0". The proposed bridge is anticipated to be supported by sand filled vaulted abutments and with the center pier located in the current location of the existing center pier between the CTA Blue Line tracks in the center median of I-90.

This project includes revision of the Foster Avenue intersection with I-90 westbound ramps channelization, upgrades of the traffic signals, drainage improvements on I-90 between Harlem Avenue and Foster Avenue, replacement of bridge and underpass lighting, provision of ADA ramps at corners of intersections and landscaping. The consultant is anticipated to design the maintenance of traffic during construction which is likely to be a staged construction and with detours for the ramps. The work may also include topographic survey, geotechnical engineering services, all applicable permits and all other incidental work required to complete the project.

The following structure is included in this project, S.N. 061-1100 (existing)/S.N. 061-1669 (proposed) - Foster Avenue over I-90.

The department will furnish the Consultant with any available as-built plans, microfilm plans, project report, Location Drainage Study, and any other available data.

The Consultants Statement of Interest will be rated based on:

Rating Description	Weighted %
Past performance in project categories	20
Proposed staffing from Prime and any Subconsultants	15
Proximity of firm to project location	5
Proposed DBE use	5
Available work capacity of firm	10
The Firms experience with required project work	25
Firms understanding/method of accomplishing project requirements	20

The estimated construction cost for this project is $14,638,000. 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 (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/plans (must be an Illinois Licensed Professional Engineer).

- The person(s) who will be in charge of surveys (must be an Illinois Licensed Land Surveyor). Surveys prequalification category requirement may be completed by the Sub and/or Prime Consultant.

- The person who will perform/supervise the work in the area of lighting design and calculations (must be an Illinois Licensed Professional Engineer). The Lighting: Typical prequalification category requirement may be completed by the Sub and/or Prime consultant.

- The person who will perform/supervise the work in the area of traffic signal design (must be an Illinois Licensed Professional Engineer). The Traffic Signal prequalification category requirement may be completed by the Sub and/or Prime consultant.

- The person who will perform/supervise the work in the area of Structural Geotechnical Report (must be an Illinois Licensed Professional Engineer and/or an Illinois Licensed Structural Engineer). The Geotechnical Services, Structure Geotechnical Reports (SGR) prequalification category requirement may be completed by the Sub and/or Prime consultant.

- 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 with adequate plan review experience and must be an Illinois Licensed Structural Engineer for structural work with adequate plan review experience).

The prime firm must be prequalified in the following categories to be considered for this project:

Highways - Freeways

Structures - Highway: Typical

Statements of Interest, including resumes of the key people noted above, must be submitted electronically to the Central Bureau of Design and Environment through the Engineering and Prequalification Agreement System (EPAS).

6. Job No. C-91-090-18, I-94 Kennedy Expwy at Montrose Avenue, Phase III Engineering Services, Cook County, Region One/District One.

This project may contain **Federal Funds.**

This project requires **25% DBE** participation, or if the contract goal is not met, documented evidence of good faith efforts.

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 **August 1, 2019** at **8:30 AM** at the Region One/District One Office in **Schaumburg.**

Phase III engineering is required to provide construction inspection services for I-94 Kennedy Expwy at Montrose Avenue. Work includes, but is not limited to, superstructure replacement, abutment and pier repairs, substructure rehabilitation, bridge and underpass lighting, and relocation of a traffic signal pole. The replacement superstructure will consist of cast in place concrete deck and steel girders. Scupper and drainage system will be installed to the new bridge superstructure, and proposed drainage will tie into I-90/94 drainage system. The proposed bridge cross section consists of one 11-foot lane and one 14-foot lane with a shared bicycle lane in each direction and includes a 10-foot barrier median that transitions to a 10-foot left-turn lane at the west end of the bridge. The out-to-out bridge cross-section width of 81'-0" will be maintained. The approach pavements on each side of the bridge will transition to the existing pavement cross-sections. The Montrose Avenue bridge will be totally closed to vehicular traffic during construction, and the proposed detour route will follow IL Route 50 (Cicero Avenue), IL Route 19 (Irving Park Road), and Pulaski Road. Pedestrian access to the Chicago Transit Authority (CTA) Blue Line station will be provided at all times during construction. No impacts are anticipated to the existing CTA Blue Line station houses. Any and all incidental and collateral work necessary to complete the improvement.

The following structure may be included in this project, S.N. 016-0852 (Montrose Avenue Bridge over I-90/94).

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 is prohibited. At the negotiations meeting, the prime Consultant, and subconsultant(s) will disclose all current relationships with contractors.

The Consultant's work includes, but is not limited to, providing staff, vehicles, and appropriate test equipment necessary to complete this project. The Consultant will furnish a Liaison Engineer and an adequate staff to perform the duties required to fulfill the engineering requirements in accordance with the departmental policies.

The Consultant will provide tools of the trade. These tools will include an office computer system capable of running ICORS software. The Consultant will perform on-site inspection, layout including design changes, provide construction layout when not provided for in the contract plans, provide geotechnical inspection and testing, prepare records, maintain documentation, submit pay estimates, change orders and any other duties that would require the services of an engineer to complete this project on a timely basis and in accordance with State specifications.

The Consultants Statement of Interest will be rated based on:

Rating Description	Weighted %
Past performance in project categories	10
Proposed staffing from Prime and any Subconsultants	30
Proposed DBE use	10
Available work capacity of firm	10
The Firms experience with required project work	20
Firms understanding/method of accomplishing project requirements	20

The anticipated construction completion date is October 31, 2020 plus 10 working days. The Consultant must complete and submit final measurements, calculations and final contract records documents to the department no later than six (6) weeks after the completion of the project.

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

- Liaison Engineer (Illinois Licensed Professional Engineer is preferred)
- The Assistant Engineer
- The Document Technician. (The person actively performing the documentation on the project must possess a current IDOT Construction Documentation certificate and must be ICORS trained. **Include the Documentation Certificate Number for IDOT**)
- The Materials Coordinator
- The Materials QA Technician (The person shall have a Level II HMA and PCC training and IDOT class S-33, Soil Testing)
- Materials Laboratory (QA HMA/PCC & Aggregate prequalified)
- The Survey Chief.

The prime firm 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 through the Engineering and Prequalification Agreement System (EPAS).

7. Job No. V-91-003-19, Various Phase II Projects, Various Routes, Various Counties, Region One/District One.

This project may contain **Federal Funds**.

This project requires **22%** DBE participation, or if the contract goal is not met, documented evidence of good faith efforts.

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 **July 23, 2019** at **9:00 A.M.** at the Region One/District One Office in **Schaumburg.**

Phase II engineering services are required for plan preparation, plan review and surveying on various federally funded projects in District One. The work is expected to include contract plan preparation, plan review and surveying for various projects. Work orders under the blanket agreement will be negotiated and authorized by the department on an as-needed basis.

Work Orders may include the preparation of contract plans for various projects involving roadway, bridge improvements, drainage improvement plans, preparation of miscellaneous roadway plans and structure details (TS&L plans, structure plans), review of plans by consultants and local agency consultants for roadway and bridge reconstruction projects, obtaining pavement composition cores for resurfacing projects and geotechnical borings for structure designs, creation and/or maintenance of Phase II project websites for the District and providing supplemental field and bridge deck surveying for various projects.

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

The Consultants Statement of Interest will be rated based on:

Rating Description	Weighted %
Past performance in project categories	10
Proposed staffing from Prime and any Subconsultants	30
Proximity of firm to project location	2
Proposed DBE use	8
Available work capacity of firm	15
The Firms experience with required project work	25
Firms understanding/method of accomplishing project requirements	10

The estimated construction cost of these projects may range from $300,000 to $3,000,000. The estimated engineering fee for this project is $1,500,000. The completion date for this contract will be 36 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 be in charge of route surveys (must be an Illinois Licensed Professional Engineer or an Illinois Licensed Surveyor). Surveys prequalification category may be completed by the Prime and/or Sub-consultant.

- 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).

The prime firm must be prequalified in the following categories to be considered for this project:

Highways (Roads & Streets)

Structures (Highway: Typical)

Statements of Interest, including resumes of the key people noted above, must be submitted electronically to the Central Bureau of Design and Environment through the Engineering and Prequalification Agreement System (EPAS).

8. Job No. V-91-001-19, Various Phase III Construction Inspection Projects, Various Routes, Various Counties, Region One/District One.

This project may contain **Federal Funds.**

This project requires **22% DBE** participation, or if the contract goal is not met, documented evidence of good faith efforts.

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 **August 1, 2019** at **10:30 AM** at the Region One/District One Office in **Schaumburg.**

Phase III engineering services are required to assist department resident engineers/technicians on various construction projects throughout the District One area. Eight (8) to twelve (12) engineers and /or engineering technicians are anticipated to be required during the 2019, 2020 and 2021 [if applicable] construction seasons. Typical assignments would include, but are not limited to, general construction inspection, project finalization and documentation, including PCC & bituminous concrete paving operations, drainage, patching, bridge structures, bridge painting and providing general assistance as a member of a field crew. Survey/layout services may be required. The Consultant will furnish a Project Manager and an adequate staff to perform the duties required to fulfill the engineering requirements in accordance with the departmental policies. This work may be in either English or metric Units. Work orders under the blanket agreement will be negotiated and authorized by the department on an as-needed basis.

The personnel shall have a good working knowledge of Department Specifications for Road and Bridge Construction, the Department Construction Manual and documentation and in 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 is prohibited. At the negotiations meeting, the prime Consultant, and subconsultant(s) will disclose all current relationships with contractors.

The Consultants Statement of Interest will be rated based on:

Rating Description	Weighted %
Past performance in project categories	25
Proposed staffing from Prime and any Subconsultants	25
Proposed DBE use	5
Available work capacity of firm	15
The Firms experience with required project work	15
Firms understanding/method of accomplishing project requirements	15

The estimated engineering fee for this project is $750,000. The completion date for this contract is approximately 18 months after authorization to proceed is given.

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

- Project Manager
- Inspectors (A current IDOT Construction Documentation Certificate is desired).

The prime firm 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 through the Engineering and Prequalification Agreement System (EPAS).

9. Job No. D-91-171-19, Various Phase II Land Surveying Projects, Various Routes, Various Counties, Region One / District One.

This project requires **22% DBE** participation, or if the contract goal is not met, documented evidence of good faith efforts.

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 **July 19, 2019** at **10:00 A.M.** at the Region One/District One Office in **Schaumburg.**

Phase II engineering services are required for various land surveying projects throughout District One. Work orders under the blanket agreement will be negotiated and authorized by the department on an as-needed basis.

The department will furnish the Consultant with alignment data, title reports, existing right-of-way plats, and proposed right-of-way requirements as each work order is negotiated.

The Consultant's work includes field and office resources to prepare statutory plats of highway, legal descriptions, and field staking of same in accordance with the department's Land Acquisition Manual and District One procedures. Some GIS and database work might also be required. They must also have a QA/QC plan to review internal work as well as assigned IDOT projects.

The Consultants Statement of Interest will be rated based on:

Rating Description	Weighted %
Past performance in project categories	25
Proposed staffing from Prime and any Subconsultants	20
Proximity of firm to project location	5
Proposed DBE use	5
Available work capacity of firm	15
The Firms experience with required project work	15
Firm's understanding/method of accomplishing project requirements	15

The estimated engineering fee for this project is $500,000. The completion date for this contract will be 36 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 (must be an Illinois Licensed Professional Land Surveyor).

- The person who will perform the QA/QC review work of all work order submittal documents (must be an Illinois Licensed Professional Land Surveyor).

The prime firm must be prequalified in the **Special Services (Surveying)** 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 through the Engineering and Prequalification Agreement System (EPAS).

10. Job No. V-93-002-19, Phase I Engineering for Structures in Kankakee, Iroquois, Livingston, and LaSalle Counties, Region Two/District Three.

This project may contain **Federal Funds.**

This project requires **20% DBE** participation, or if the contract goal is not met, documented evidence of good faith efforts.

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 **July 24, 2019** at **10:30 A.M.** at the Region Two/District Three Office in **Ottawa**.

Phase I engineering services are required for five structure projects in District Three. The scope of the projects may include the preparation of: bridge condition reports, hydraulic reports, surveys (roadway and hydraulic), and type, size and location drawings.

The following structures are included in this project:

- S.N. 046-0046: US 45/52 over the North Branch of Rock Creek
- S.N. 046-0032: IL 17 over the East Branch of Horse Creek
- S.N. 038-0028: IL 1 over Gay Creek
- S.N. 053-0029: IL 17 over a drainage ditch
- S.N. 050-0039: US 34 over Sutphens Run

The department will furnish the Consultant with existing plans, structure ratings, survey benchmark information, and other pertinent information to complete the assigned work.

The Consultant's statement of interest will be rated based on:

Rating Description	Weight%
Past performance in project categories	10
Proposed staffing from Prime and any Subconsultants	30
Proximity of firm to project location	5
Proposed DBE use	5
The Firms experience with required project	30
Firms understanding/method of accomplishing project requirements	20

The estimated construction cost for these projects is $6,200,000. The Consultant's work includes basic data collection, field surveys, preparation of type, size and location drawings and all other work necessary to prepare the assigned work. 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 (must be an Illinois Professional Engineer).

- The person(s) who will perform the duties of Project Engineer, that individual in charge who will be directly involved and responsible in the development of the reports and/or plans (must be an Illinois 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 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).

The prime firm must be prequalified in the following categories to be considered for this project:

Highways (Roads & Streets)

Hydraulic Reports (Waterway: Typical)

Structures (Highway: Typical)

Statements of Interest including resumes of the key people noted above must be submitted electronically to the Central Bureau of Design and Environment through the Engineering and Prequalification Agreement System (EPAS).

11. Job No. V-93-001-19, Various Phase I/II Structure Projects, Various Routes, Various Counties, Region Two/District Three.

This project may contain **Federal Funds.**

This project requires **21% DBE** participation, or if the contract goal is not met, documented evidence of good faith efforts.

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 **July 24, 2019** at **8:30 A.M.** at the Region Two/District Three Office in **Ottawa**.

Phase I and/or II engineering is required for various projects throughout District Three. Work orders under the blanket agreement will be negotiated and authorized by the department on an as-needed basis.

Phase I engineering studies, if required, for the preparation of various Phase I preliminary engineering and may consist of conducting route surveys, land surveys, hydraulic analysis and reports, geometric studies, environmental studies, preparing project reports and reviewing geotechnical reports. This work may include data collection, development of alignment alternatives, cost estimates, traffic management analysis, crash analysis, bridge condition reports, TS&L drawings, structure plans, and other related work and exhibits necessary to produce the Project Report.

Phase II work, if required, may consist of conducting route surveys, land surveys, hydraulic analysis, geometric studies, preparation of TS&L drawings, structure plans, roadway plans, and any other related work to complete final plans, specifications, and estimates, as necessary.

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 relevant available information such as as-built plans, field notes, traffic data, crash data, agency coordination, right-of-way data, aerial photos, boring logs, and other information.

The Consultant's statement of interest will be rated based on:

Rating Description	Weight%
Past performance in project categories	10
Proposed staffing from Prime and any Subconsultants	30
Proximity of firm to project location	5
Proposed DBE use	5
The Firms experience with required project	30
Firms understanding/method of accomplishing project requirements	20

It is anticipated that this contract will include approximately three (3) to fifteen (15) different projects with estimated construction costs ranging up to $10,000,000. The engineering services required may consist of only a portion of the total engineering work on a certain project.

The estimated engineering fee for this project is, $500,000. The completion date for this contract will be 60 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 (must be an Illinois Professional Engineer).

- The person(s) who will perform the duties of Project Engineer, that individual in charge who will be directly involved and responsible in the development of the reports and/or plans (must be an Illinois 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 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).

- The person who will perform/supervise the work in the area of drainage calculations and preparation of the Drainage and Hydraulic Reports (must be an Illinois Professional Engineer).

- The person who will supervise the work in the area of Surveying (must be an Illinois Licensed Professional Land Surveyor). The Surveying prequalification category requirement may be met by the Prime and/or Sub consultant.

The prime firm must be prequalified in the following categories to be considered for this project:

Highways (Roads & Streets)

Special Studies (Location Drainage)

Hydraulic Reports (Waterway: Typical)

Location Design Studies (Rehabilitation)

Structures (Highway: Typical)

Statements of Interest including resumes of the key people noted above must be submitted electronically to the Central Bureau of Design and Environment through the Engineering and Prequalification Agreement System (EPAS).

12. <u>Job No. V-94-002-19, Various Phase I/II Engineering Projects, Various Routes, Various Counties, Region Three/District Four.</u>

This project may contain **Federal Funds.**

This project requires **21% DBE participation**, or if the contract goal is not met, documented evidence of good faith efforts.

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

The Consultant who is selected for this project and all sub-consultants the prime Consultant will be using are scheduled to attend a negotiation meeting on **July 25, 2019** at **1:30 P.M.** at the Region Three/District Four Office in **Peoria**.

Phase I/II engineering services are required for work on various projects throughout District Four. Work Orders under the blanket agreement will be negotiated and authorized by the department on an as-needed basis.

Phase I work, if required, may consist of conducting route surveys, hydraulic surveys, hydraulic analysis, geometric studies, preparing Bridge Condition Reports, Hydraulic Reports, Structure Geotechnical Reports, Type, Size and Location (TS&L) plans, Intersection Design Studies (IDSs), and Project Reports (categorical exclusion projects only). This work may include data collection, development of alignment alternatives, cost estimates, traffic management analysis, accident analysis, geometric studies, traffic studies, drainage studies, structure borings, geotechnical analysis and reporting, analysis of existing pavements including obtaining pavement cores, and all other related work required to produce the necessary Phase I documents and reports.

Phase II work, if required, may consist of conducting route surveys, land surveys, hydraulic analysis, structure plans, roadway plans, drainage and geometric plans, geotechnical analysis and reporting, all drilling and analysis of soil borings, traffic signal plans, traffic staging plans, temporary and permanent erosion control plans, plats and legal descriptions for Right-of-Way acquisition, and any other related work required to complete plans, specifications and estimates as necessary.

The department will furnish the Consultant with any available as-built plans, field notes and survey books, traffic data, accident information, structure inspection reports, existing Bridge Condition Reports, existing Hydraulic Reports, existing Right-of-Way plans, aerial photos, aerial mapping, electronic design files, boring logs, Soil Reports, and other information that is available.

The Consultant may be required to provide project management and/or project support staff to work in the District Four office. This work may include engineering, technical management, and/or project support. The selected Consultant and/or their Sub Consultants on this project are prohibited from managing contracts where either party is the Prime Consultant or a Sub Consultant. The selected firm and/or their subconsultants may not manage another firm if the relationship was reversed during another phase of work.

The Consultant's Statement of Interest will be rated based on:

Rating Description	Weighted %
Past performance in project categories	15
Proposed staffing from Prime and any Subconsultants	25
Proposed DBE use	5
Available work capacity of firm	15
The Firms experience with required project work	20
Firms understanding/method of accomplishing project requirements	20

The estimated construction costs of each project may range from $50,000 to $3,500,000. It is anticipated that this contract will include approximately six (6) to fifteen (15) different projects. The engineering services required may consists of only a portion of the total engineering work on a given project. The estimated engineering fee for this project is $750,000.

The completion date for this contract will be 60 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 assume the duties of Project Engineer, that individual-in-charge of the day-to-day program management work (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 Geotechnical Structure Report (must be an Illinois Licensed Structural Engineer.) Hydraulic Reports: Typical prequalification category requirement may be completed by the Sub and/or Prime Consultant.

- The person who will perform/supervise the work in the area of geotechnical analysis and the preparation of the Geotechnical Structure Report (must be an Illinois Licensed Professional Engineer). Geotechnical Services (Subsurface Exploration, General Geotechnical Services & Structure Geotechnical Report) prequalification categories requirement may be completed by the Sub and/or Prime Consultant.

- The person who will perform/supervise the work in the area of structural engineering (must be an Illinois Licensed Professional Engineer). In addition, the staff performing this work must be identified.

- 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 surveys (must be an Illinois Licensed Land Surveyor). Surveys prequalification category requirement may be completed by the Prime and/or Sub Consultant.

- The person who will be in-charge of land acquisition documents (must be an Illinois Licensed Land Surveyor).

The prime firm must be prequalified in the following categories to be considered for this project:

Highways (Roads and Streets)

Structures (Highways 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 & Environment through the Engineering and Prequalification Agreement System (EPAS).

13. <u>Job No. V-94-001-19, Various Phase III Construction Inspection Projects, Various Routes, Various Counties, Region Three/District Four.</u>

This project may contain **Federal Funds**.

This project requires **22% DBE participation**, or if the contract goal is not met, documented evidence of good faith efforts.

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 **July 24, 2019** at **10:00 A.M.** at the District Office in **Peoria**.

Phase III engineering services are required for the inspection, supervision, material testing, certification, documentation, and field inspection for roadway rehabilitation projects on various routes in various counties throughout District Four with an emphasis on the districts western and northern counties (McDonough, Henderson, Warren, Mercer, Knox, Fulton, Stark, Putnam and Marshall). The various types of jobs to be staffed by Consultants will be, but are not limited to, route and seal, patching, traffic signals, landscaping, milling and resurfacing, bridge construction/repairs and pavement marking. Work orders under the blanket agreement will be negotiated and authorized by the department on an as-needed basis.

The Consultant will be asked to furnish approved personnel to assist a District Resident Engineer/Technician on various projects. 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.

The Consultant may be required to furnish a laptop computer equal to the latest type used by Region Three/District Four for each project. Illinois Construction Records System (ICORS) software will be provided for downloading on the Consultant's computer.

The Consultant may be asked to do inspection of embankment/subgrade compaction with a nuclear density gauge and the associated field laboratory tests.

The Consultant may be asked to assist in the determination or verification of final earthwork quantities on various projects. This work could include topographic surveys, plotting of cross-sections and calculations of quantities using either average end area method or digital terrain modeling.

The Consultant must complete and submit final measurements, calculations, field books, and all other contract record documents to the department no later than 30 days after final inspection of the project.

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 the subconsultant(s) will disclose all previous involvement in the district as well as current relationships with contractors.

The Consultant's Statement of Interest will be rated based on:

Rating Description	Weighted %
Past performance in project categories	20
Proposed staffing from Prime and any Subconsultants	25
Proposed DBE use	5
Proximity of firm to project location	5
Available work capacity of firm	15
The Firms experience with required project work	20
Firms understanding/method of accomplishing project requirements	10

The estimated engineering fee for this project is $1,000,000. The completion date for this project will be 60 months after authorization to proceed.

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

- The Liaison Engineer who will assume all duties as Project Manager for all aspects of the work (an Illinois Licensed Professional Engineer is preferred).

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

The prime firm must be prequalified in **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 through the Engineering and Prequalification Agreement System (EPAS).

14. <u>Job No. C-95-038-15, Mattis Avenue over I-74 & I-57, Phase III Construction Inspection, Champaign County, Region Three/District Five.</u>

This project may contain **Federal Funds**.

This project requires **22% DBE** participation, or if the contract goal is not met, documented evidence of good faith efforts.

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

The Consultant selected for this project and all subconsultants the prime Consultant will be using are scheduled to attend an initial meeting on **August 13, 2019** at **10:00 A.M.** at the Region Three/District Five Office in **Paris.**

Phase III engineering services are required for construction inspection for the replacement of two structures along Mattis Avenue over Interstate 57 & Interstate 74. The improvement also includes minor resurfacing, lighting and other items associated with the structure replacement.

The following structures are included:

- S.N. 010-0100: Existing Mattis Ave over Interstate 57
- S.N. 010-1100: Proposed Mattis Ave over Interstate 57
- S.N. 010-0270: Existing Mattis Ave over Interstate 74
- S.N. 010-1270: Proposed Mattis Ave over Interstate 74

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 is prohibited. At the negotiations meeting, the prime Consultant, and subconsultant(s) will disclose all previous involvement in the district as well as all current relationships with contractors.

The Consultant's work includes, but is not limited to, providing adequate qualified staff, vehicles, and appropriate test equipment necessary to assist in performing the required inspection, layout, and other duties to allow the timely completion of this project in accordance with state specifications.

The Consultant will provide tools of the trade. These tools will include an office computer system capable of running ICORS or equivalent software. The Consultant will perform on-site inspection, layout including design changes, provide construction layout when not provided for in the contract plans, provide geotechnical and nuclear inspection and testing, prepare records, maintain documentation, submit pay estimates, change orders and any other duties that would require the services of an engineer to complete this project on a timely basis and in accordance with State specifications.

The Consultants Statement of Interest will be rated based on:

Rating Description	Weighted %
Past performance in project categories	25
Proposed staffing from Prime and any Subconsultants	20
Proximity of firm to project location	5
Proposed DBE use	5
Available work capacity of firm	10
The Firms experience with required project work	20
Firms understanding/method of accomplishing project requirements	15

This contract is scheduled for the 2019 through the 2021 construction seasons. The Consultant must complete and submit final measurements, calculations and final contract records documents to the department no later than six (6) weeks after the completion of the project.

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

- Liaison Engineer (Illinois Licensed Professional Engineer is preferred).
- The Assistant Engineer
- The Document Technician (The person actively performing the documentation on the project must possess a current IDOT Construction Documentation certificate and must be ICORS trained. **Include the Documentation Certificate Number for IDOT**).
- The Materials Coordinator
- Materials Inspector/Tester – Must have experience and a working knowledge in the area of Hot Mixed Asphalt (HMA), Portland Cement Concrete (PCC), and Soils testing are highly desirable. All personnel performing materials field testing for PCC, HMA, and Soils testing must possess the most up-to-date certifications.
- Materials Laboratory (QA HMA/PCC & Aggregate prequalified).
- The Survey Chief.

The prime firm 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 through the Engineering Prequalification and Agreement System (EPAS).

15. <u>Job No. V-97-001-19, Various Phase I/II Engineering Projects, Various Routes, Various Counties, Region Four, District Seven.</u>

This project may contain **Federal Funds**.

This project requires **21% DBE** participation, or if the contract goal is not met, documented evidence of good faith efforts.

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 Scope of Services meeting on **July 24, 2019** at **1:00 P.M.** in the Region Four/District Seven Office in **Effingham**.

Phase I/II engineering services are required for various projects throughout District Seven. Work orders under the blanket agreement will be negotiated and authorized by the department on an as-needed basis.

Phase I work, if required, may consist of conducting route surveys, hydraulic surveys, hydraulic analysis, geometric studies, preparing bridge condition reports, and preparing project reports (categorical exclusion projects only). This work will include data collection, development of alignment alternatives, cost estimates, traffic management analysis, accident analysis, bridge condition reports, TS&L, structure plans, and other related work and exhibits necessary to produce the Project Report, as necessary.

Phase II work, if required, may consist of conducting route surveys, land surveys, hydraulic analysis, geometric studies, preparation of TS&L structure plans, roadway plans, ADA plan development, necessary right-of-way documents, and any other related work to complete final plans, specifications, and estimates, as necessary.

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 Consultants Statement of Interest will be rated based on:

Rating Description	Weighted %
Past performance in project categories	20
Proposed staffing from Prime and any Subconsultants	20
Proximity of firm to project location	5
Proposed DBE use	5
Available work capacity of firm	15
The Firms experience with required project work	20
Firms understanding/method of accomplishing project requirements	15

The estimated construction costs of each project may range from $100,000 to $5,000,000. It is anticipated that this contract will include approximately three (3) to fifteen (15) different projects (work orders). The engineering services required may consist of only a portion of the total engineering work on a certain project.

The estimated engineering fee for this project is $500,000. The completion date for this contract will be 60 months after authorization to proceed.

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

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

- The person(s) who will perform the duties of Project Engineer who will be directly involved and responsible in the development of the reports and/or plans (must be an Illinois Licensed Professional Engineer).

- The person who will be in charge of surveys (must be an Illinois Licensed Land Surveyor). The Surveys prequalification category requirement may be completed by Sub and/or Prime.

- 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 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).

The prime firm must be prequalified in the following categories to be considered for this project:

Highways (Roads & Streets)

Location Design Studies (Rehabilitation)

Structures (Highway: Typical)

Hydraulic Reports (Waterways: Typical)

Statements of Interest, including resumes of the key people noted above, must be submitted electronically to the Central Bureau of Design and Environment through the Engineering and Prequalification Agreement System (EPAS).

16. Job No. R-97-004-16, ILL 121 to US 36/Old US 51, Phase I/II Land Surveying Projects, Macon County, Region Four/District Seven.

This project may contain **Federal Funds**.

This project requires **22% DBE** participation, or if the contract goal is not met, documented evidence of good faith efforts.

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 **July 24, 2019** at **11:00 A.M.** at the Region Four/District Seven Office in **Effingham.**

Phase I/II engineering services are required for surveys to provide Plats and right-of-way plans for approximately 85 parcels along Old US Route 51 from IL 121 to US Route 36 in Decatur. Phase I and II engineering services consist of land surveying- (Right-of-Way, Easement, Premise) Plats, legal descriptions, monument records, courthouse recording, staking proposed Right-of-Way. In addition, the Consultant selected may perform various land survey functions, including GPS in static, real time kinematics (RTK), or real time network (RTN) on NAD 83(2011) GRID coordinates horizontal and NAVD 88 vertical control. All survey information submitted must be acceptable for right-of-way 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 horizontal and vertical control, centerlines, Title Reports, existing Right of Way information, and the Proposed Right of Way.

The Consultant may be required to contact local land surveyors for their input and may be required to obtain historic survey records. All surveying will meet or exceed Illinois Land Surveying Statues as required by law.

The Consultants Statement of Interest will be rated based on:

Rating Description	Weighted %
Past performance in project categories	25
Proposed staffing from Prime and any Subconsultants	20
Proximity of firm to project location	5
Proposed DBE use	5
Available work capacity of firm	15
The Firms experience with required project work	15
Firms understanding/method of accomplishing project requirements	15

The completion date for this contract will be 6 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 or an Illinois Licensed Professional Land Surveyor).

- The person who will perform/supervise the work in the area of surveying (must be an Illinois Licensed Professional Land Surveyor).

- The person who will perform the QC/QA review work of all submittal documents (must be an Illinois Licensed Professional Land Surveyor).

The prime firm must be prequalified in the **Special Services (Surveys)** category to be considered for this project.

Statements of Interest, including the resumes of the key people noted above, must be submitted electronically, using the Engineering Prequalification and Agreement System (EPAS), to the Central Bureau of Design and Environment.

17. <u>Job No. P-98-018-19/D-98-042-19, US Route 67 over Apple Creek Overflow, Phase I/II Engineering Services, Greene County, Region Five/District 8.</u>

This project may contain **Federal Funds**.

This project requires **20% DBE** participation, or if the contract goal is not met, documented evidence of good faith efforts.

The **Complexity Factor** for this project is **0.070**.

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 **July 19, 2019** at **9:00 AM** at the Region Five/District Eight Office in **Collinsville**.

Phase I and II services are needed for replacement of the structure carrying US Route 67 over Apple Creek Overflow. This project is anticipated to include a profile change to provide the necessary hydraulic clearances. The existing structure is a 12-span structure with 821-foot length back-to-back abutments.

Phase I engineering services required for this project include the preparation of a Location Drainage Study, Hydraulic Report (which will include an analysis of the main branch of Apple Creek, as well as the overflow structure), Bridge Condition Report, public involvement, geometric studies, environmental coordination, pick-up survey, and all other work necessary to prepare a Project Report for Design Approval. In addition, the preparation of Type Size and Location drawings (TS&L), and any Geotechnical Investigations, which shall include, but not limited to, soil borings and the preparation of the Structural Geotechnical Report will be required. Additionally, the Consultant shall perform the land survey of the existing right-of-way and necessary land lines, prepare the Plat of Highways, prepare legal descriptions for the proposed right-of-way acquisition parcels, stake the right-of-way corners, and prepare monument records.

Phase II engineering services required for this project include preparation of right-of-way documents; permitting agency coordination; geotechnical investigation which shall include in-situ testing, soil boring and sampling, lab testing, and Roadway Geotechnical Report preparation; drainage and roadway plans; structure plans; traffic staging plans; temporary and permanent erosion control plans; and any other related work to complete final plans, specifications, and estimates.

The following structure is included in this project, SN 031-0031 (US Route 67 over Apple Creek Overflow).

The department will furnish the consultant with any existing structure and roadway plans, structure inspection reports, agency coordination, existing right-of-way plans, traffic data, utility coordination, topographic survey for the road and stream, and crash data.

The Consultants Statement of Interest will be rated based on:

Rating Description	Weighted %
Past performance in project categories	15
Proposed staffing from Prime and any subconsultants	30
Proximity of firm to project location	5
Proposed DBE use	5
Available work capacity of firm	10
The Firms experience with required project work	30
Firms understanding/method of accomplishing project requirements	5

The completion date for this contract will be 84 months after the authorization to proceed. The Phase I portion is expected to be completed in 36 months and the Phase II portion is expected to be completed in 48 months. A planned Supplement for Phase II will be done near the completion of Phase I.

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

- The person who will assumed 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 calculation and the preparation of the Drainage Report (must be an Illinois Licensed Professional Engineer).

- 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 the persons responsible for all environmental disciplines including socio-economics/community impacts, ecology, noise and water quality, public involvement, and technical writing. Environmental Staffing on **Exhibit B** must match the staffing presented in the firm's most recently approved Statement of Experience and Financial Condition.

The prime firm must be prequalified in the following categories to be considered for this project:

Location Design Studies – Reconstruction/Major Rehabilitation

Highways (Roads and Streets)

Structures (Highway: Advanced Typical)

Statements of Interest including resumes of the key people noted above must be submitted electronically to the Central Bureau of Design and Environment through the Engineering and Prequalification Agreement System (EPAS).

18. Job No. V-98-001-19, Various Phase I/II Geotechnical Engineering Projects, Various Routes, Various Counties, Region 5/District 8.

This project may require **federal funds.**

This project requires **24% DBE** participation, or if the contract goal is not met, documented evidence of good faith efforts.

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 **July 24, 2019** at **11:00 A.M.** at the Region Five/District Eight Office in **Collinsville**.

Phase I and/or II engineering services are required for subsurface geotechnical investigations, including but not limited to soil borings, geophysical testing, groundwater studies, pavement cores, rock cores, Roadway Geotechnical Reports (RGRs), Structure Geotechnical Reports (SGRs) and/or other specialized geotechnical analysis and design as needed at various locations in District Eight. Work Orders under the blanket agreement will be negotiated and authorized by the department on an as-needed basis. All Work Orders shall begin within five (5) working days of when the Consultant receives the approved Work Order or as otherwise modified in writing by IDOT. All work shall be completed in accordance with the Department's Geotechnical Manual and all Geotechnical Manual Users Memorandums.

The Consultant's work is expected to include all management, layout, JULIE notification, drilling and pavement coring, with the potential for laboratory testing and report preparation necessary for RGRs, SGRs, geophysical testing, and other specialized geotechnical analysis.

The department will furnish the Consultant with the available plans (may be electronic or paper), historical data, survey benchmarks and estimated coring and/or boring plans necessary to perform the work. The department will handle all notifications to private property owners and communicate this information to the Consultant prior to starting drilling operations. The field boring logs and field pavement core reports should be returned to the District office with the soil samples and/or pavement samples within one day of drilling operations, if the District is completing the laboratory work. If the Consultant is completing the laboratory work, the hand-written logs should be returned to the District office upon completion of the drilling.

The prime Consultant should have immediate access to a conventional drill rig. The ability to address this requirement should be addressed within the Statement of Interest. In addition, a track-type all-terrain vehicle shall be available upon request. All drill rigs shall have a calibrated automated type hammer. The Consultant shall provide a copy of the calibration to the department within the Statement of Interest. The Consultant must also have a dynamic cone penetrometer for pavement core subgrade investigations as needed.

The Consultant's statement of interest will be rated based on:

Rating Description	Weight %
Past performance in project categories	30
Proposed staffing from Prime and any Subconsultants	15
Proximity of firm to project location	5
Proposed DBE use	5
Available work capacity of firm	10
The Firms experience with required project work	15
Firms understanding/method of accomplishing project requirements	20

The estimated engineering fee for this project is $400,000. 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 be in charge of geotechnical engineering (must be an Illinois Licensed Professional Engineer or an Illinois Licensed Structural Engineer).

- The person who will perform 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 Illinois Licensed Professional Engineer).

- The person who will perform the duties of the Geotechnical Lead for all aspects of the work and preparing SGRs and RGRs (must be an Illinois Licensed Professional Engineer with a minimum of five years demonstrated experience in the interpretation and validating of rock and soil testing; in determining the engineering properties of various subsurface materials; and using sound soil/rock mechanics).

- The drilling technician who performs the logging in the field (must have a minimum of three years experience).

- The person(s) performing any geophysical testing shall demonstrate proficiency in the special type of testing (must have a minimum of five years experience). Geotechnical Services (Complex Geotechnical/Major Foundations) prequalification category requirement may be completed by the Sub and/or Prime consultant.

- The laboratory personnel performing any soil or rock analysis in the lab (must have a minimum of three years experience, and the laboratory itself must have recent inspection results from the AASHTO Materials Reference Laboratory for AASHTO Standards T87, T88, T89, T90, T99, T180, T216, T265, T296, and T297).

The prime firm must be prequalified in the following categories to be considered for this project:

Geotechnical Services (Subsurface Exploration)

Geotechnical Services (General Geotechnical Services)

Geotechnical Services (Structure Geotechnical Reports)

Statements of interest, including resumes of the key people noted above, must be submitted electronically to the Central Bureau of Design and Environment through the Engineering and Prequalification Agreement System (EPAS).

19. <u>Job No. V-98-002-19, Various Phase I/II Engineering Projects, Various Counties, Region Five/District Eight.</u>

This project may contain **Federal Funds**.

This project requires **21% DBE** participation, or if the contract goal is not met, documented evidence of good faith efforts.

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 **July 31, 2019** at **10:30 A.M.** at the Region Five/District Eight Office in **Collinsville.**

Phase I and/or II engineering services are required for various projects in District Eight. Work orders under the blanket agreement will be negotiated and authorized by the department on an as-needed basis.

The Phase I work, if required, may consist of conducting route surveys, geotechnical analyses, hydraulic survey/analysis, geometric studies and reviews, preparing Bridge Condition Reports, Hydraulic Reports, Structure Geotechnical Reports, Type, Size and Location (TS&L) plans, Intersection Design Studies (IDSs), Value Engineering studies, Right of Way information, and Project Reports (Categorical Exclusion projects only).

This work may include data collection, cost estimates, traffic management analysis, crash analysis, development of alternative alignments, preparing environmental and hazardous waste documents, infrared testing of bridge decks, and all other related work required to produce the necessary Phase I documents and reports. This work could include amending or updating existing Project Reports.

Projects may include public involvement. Public involvement may include coordinating and leading informational meetings and public hearings, preparing exhibits for meetings and hearings, Context Sensitive Solutions (CSS) duties and evaluating and incorporating comments from those meetings into a report.

The Phase II work, if required, may consist of conducting route surveys, land surveys, hydraulic analyses, geometric studies, structure plans, roadway plans, and any other related work required to complete plans, specifications, and estimates as necessary.

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

The Consultant's work may also include QC/QA plan reviews of pre-final contract plans, developed by others, with an emphasis on constructability.

All work prepared by the Consultant must be compatible with department software and readily duplicated on department hardware. All files produced for projects under this contract are the property of the department and must be provided in the appropriate electronic format for the department's files and for possible future use.

The Department will furnish the Consultant with any available as-built plans, microfilm plans, field notes, traffic data, crash statistics, agency coordination, existing right-of-way plans, aerial photos, boring logs, location design reports, and other information deemed applicable to the Consultant's work.

The Consultant's statement of interest will be rated based on:

Rating description	Weight%
Past performance in project categories	30
Proposed staffing from Prime and any Subconsultants	15
Proximity of firm to project location	5
Proposed DBE use	5
Available work capacity of firm	10
The Firms experience with required project work	15
Firms understanding/method of accomplishing projects requirements	20

The estimated engineering fee for this contract is $500,000. The completion date for this contract will be 60 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 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).

- The person who will perform/supervise the pre-final contract plan reviews of plans developed by others (resumé must indicate a background that has adequate plan review experience with an emphasis on constructability).

The prime firm must be prequalified in the following categories to be considered for this project:

Highways (Roads & Streets)

Structures (Highway: Typical)

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 through the Engineering and Prequalification Agreement System (EPAS).

20. Job No. BI-37-001-20, Various Statewide Structural Steel Shop Fabrication Inspections, Bureau of Bridges and Structures.

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 **August 1, 2019** at **10:30 A.M.** at the Central Bureau of Bridges and Structures in **Springfield.**

Phase III engineering services are required for structural steel shop fabrication inspection. Attachment A, showing Inspection Requirements, is enclosed for your consideration. If interested in providing these services for the department, please provide the following information: 1) your firm's previous experience with this type of work and Illinois Department of Transportation (IDOT) specifications; 2) names of key personnel along with one page resumes indicating technical and managerial qualifications; 3) availability of inspection personnel and your firm's anticipated workload during the next two years; 4) branch office locations; 5) your firm's calculated burden and overhead rate.

Since, the location and duration of projects to be covered by this contract are uncertain, we are providing the following estimated annual requirements:

Inspector Qualifications	Straight Time (Hours)	Overtime (Hours)
CWI and UT Level II (Shop)	50	10
CWI (Shop)	2000	100
Non CWI (Shop)	350	50
UT Level II (Field)	20	0
Inspection Manager (Site Meeting)	10	0

Services will also entail an estimated: 240 days of per diem per year and significant travel.

Each inspector is expected to be a member of the agency's inspection staff. The use of temporary personnel hired from the local area for inspection shall be prohibited unless approved by the department on a case-by-case basis. Work Orders under a blanket agreement will be negotiated and authorized by the department on an as needed basis. The contract will be monitored and administered by the IDOT Bureau of Bridges and Structures.

The Consultant's Statement of Interest will be rated based on:

Rating Description	Weighted %
Past performance in project categories	20
Proposed staffing from Prime and any Subconsultants	30
Proximity of firm to project location	10
The Firms experience with required project work	30
Firms understanding/method of accomplishing project requirements	10

The estimated engineering fee for this project is $500,000. The completion date for this contract will be 60 months after authorization to proceed.

Statements of Interest, including resumes of the key people, must be submitted electronically to the Central Bureau of Design and Environment through the Engineering and Prequalification Agreement System (EPAS). Firms interested in submitting for this item that are not currently prequalified must establish an account in EPAS so the firms can submit a Statement of Interest. Any procedural questions regarding Statements of Interest submittal and to set up an account in EPAS may be directed to the Preliminary Engineering mailbox in the Bureau of Design and Environment at dot.consultantservices@illinois.gov

ATTACHMENT A

INSPECTION REQUIREMENTS

SECTION I - INSPECTORS

Quality Assurance (QA) Inspectors shall be fully-trained employees of the CONSULTANT, experienced in the inspection of materials, workmanship and procedures involved in the work. The use of personnel temporarily hired for inspection shall be prohibited unless approved by the DEPARTMENT on a case-by-case basis. QA Inspectors may not be in any position of self-interest, direct or indirect, with the producers or processors of the work involved. The name and address of each inspector expected to be employed in this work shall be filed by the CONSULTANT with the DEPARTMENT, together with a brief summary of qualifications. When more than one inspector is assigned to a project, the CONSULTANT shall designate one as the lead inspector, who will assume the responsibility of coordinating the inspection effort and filing all reports in addition to inspection duties. The CONSULTANT shall not change inspectors on the project without prior notification to the DEPARTMENT. The DEPARTMENT shall have the right to order the removal of any inspector from the DEPARTMENT'S work for failure to perform to the satisfaction of the DEPARTMENT.

1. The inspectors shall personally make inspections and reports as required by the DEPARTMENT for quality assurance (QA) of fabrication on assigned projects. They shall perform special tests, examinations and re-inspections when required by the DEPARTMENT.
2. Each inspector shall be familiar with the approved shop drawings and DEPARTMENT standard specifications pertaining to the fabrication inspected, as well as applicable codes and specifications of the American Welding Society (AWS) and American Society for Nondestructive Testing (ASNT).
3. No variations from the approved shop drawings or the Contract documents shall be permitted by the inspector, except upon specific instructions by the DEPARTMENT.
4. Each inspector assigned to a project shall be a Certified Welding Inspector (CWI), unless otherwise approved or specified by the Department, and well versed in applicable fabrication, non-destructive testing (including MT and RT interpretation), cleaning and/or shop painting techniques. Non-certified inspectors shall have at least one year of prior, supervised experience with the agency.
5. Inspectors shall be assigned and monitored by an Inspection Manager who is qualified to perform all tasks assigned to supervised inspectors. If the Engineer requests the Inspection Manger personally attend a prefabrication conference or on-site meeting, or perform sophisticated inspection services, the Inspection Manager will be billed at the overtime rate for a CWI & UT II (Shop) plus per diem and/or mileage, based on location and duration.
6. For ongoing projects, shop inspectors will be reimbursed for per diem or daily mileage and travel time from/to their home address, whichever is less. This allows per diem and mileage to be charged only for travel days at the beginning and end of a particular project, for intermittent inspection, or for prolonged periods of inactivity at a shop. Per diem will be paid through weekends and shop holidays if it is less than estimated charges for the inspector to travel home and return to the shop.

7. Field (construction site) QA Inspectors will be reimbursed for per diem, and daily mileage/travel time for up to 40 miles or travel time to/from their home to the field site work, whichever is less.

SECTION II - CONDUCT OF INSPECTORS

QA Inspectors shall perform their duties under the contract in a courteous manner. They shall maintain fair and professional relations with personnel of the shops inspected and direct formal communication to the shop's Quality Control staff or management, as appropriate. QA Inspectors will not perform Quality Control duties for the shop or direct production personnel, except to note hazardous conditions that might result in injury or damage.

SECTION III - SHOP INSPECTION

QA Inspections typically cover steel or aluminum fabrication, but other materials may occasionally be involved.

Any shop error or material deficiency observed which, in the opinion of the inspector, may be cause for rejection shall be reported to the Contractor's QC or production management and the DEPARTMENT. Inspectors shall verify that repairs are made or report inadequate corrections to the DEPARTMENT. Inspections in the shop shall verify: the condition of materials, workmanship, dimensional accuracy, quality of welding, the proper application of heat, accuracy of punching, reaming and assembly, proper torque of bolts, fit of machine finished joints, conformance of cleaning and painting to the contract specifications, etc. QA Inspectors shall identify significant or recurring defects and document the adequacy of the Contractor's corrective actions and Quality Control Plan.

The following list is not all-inclusive but shows typical inspector activities to verify compliance with contract requirements.

1. General surface inspection as material is processed and exposed to view, noting imperfections. View cut edge of plates for indications of internal defects.
2. Observe thermal cutting and computer numerically controlled (CNC) equipment to determine if it appears to be performing properly.
3. Check the mill identification, sizes of sections and thickness of plates, verifying that approved materials are used, with special attention to the use and location of Fracture Critical Material.
4. Determine that dies and punches are in acceptable condition, of correct size, and used within the limits set by the contract, the manufacturer or industry practice as appropriate.
5. Check that reamed holes are cylindrical, that burrs are removed, and no drilling debris remains between shop contact surfaces.
6. Periodically monitor the installation and tightening of high strength bolts to ensure that the selected tightening procedure is properly used. Each day that bolts are to be installed in slip critical connections, rotational capacity tests shall be performed, and inspection wrenches shall be calibrated in a device indicating bolt tension prior to testing.
7. Bolted splice plates shall be properly fitted and secured prior to reaming or drilling. Parts assembled for drilling or reaming holes to full size shall be aligned and secured after verifying proper hole spacing and edge distances.
8. Techniques used in assembling beams, girders, trusses, rigid frames or arches shall not damage members, and the desired geometry (camber, horizontal curvature, etc.) shall be verified before reaming, unless otherwise approved by the Engineer.
9. Field bolted splices and other reamed assembled (RA) or drilled assembled (DA) elements shall be plainly match-marked, and the match-marking diagrams shall be checked. Erection (piece and match) marks shall be made with low or mini-stress dies in areas of members and splice plates specified on the shop drawings.

10. Check pins, bushings and pin holes for size, location and surface finish. Obtain certification of pin and bushing material and any required heat treatment process.
11. All finished members shall be free of general or localized twists, bends, kinks or other distortions exceeding contract tolerances.
12. All loose pieces are to be bolted or otherwise secured for shipment, and small parts properly cushioned and boxed or otherwise secured against loss and damage in transit.
13. Check for “lefts” or “rights” and number of parts.
14. Surfaces to be shop coated shall be properly cleaned and surface profile verified prior to application. Priming must be done within 24 hours of cleaning and prior to any surface rusting.
15. ILDOT-approved batches of paint are to be applied in accord with the contract and manufacturer’s product data sheet. Verify paint batch approval by the DEPARTMENT. Monitor mixing of components, humidity, metal and air temperature and application patterns.
16. All thermal cutting shall be mechanically guided. No hand-held thermal cutting of final edges shall be allowed without the approval of the DEPARTMENT, and re-entrant cuts must be finished in accord with contract requirements.
17. Verify QC measurements for center to center of bearings, camber and sweep. Make random checks of stiffener and lateral bracing locations as well as their hole layouts. If errors are found, require more complete dimension checks by QC to define extent of the problem.
18. Check workmanship (dimensionality, straightness, finish, etc.) in accordance with requirements of applicable specifications.
19. Check that splice plates and fills are properly positioned before drilling or reaming. No metal fragments or foreign material other than paint shall remain between shop bolted components.
20. Mill test reports should be obtained from the contractor’s QC or the DEPARTMENT and correlated with the primary member material used in the structure. A material assignment sheet may be obtained from QC or developed by the QA Inspector. Mill reports or independent lab tests must verify satisfactory toughness testing for “CVN”, “NTR” or Fracture Critical material. The material grade (e.g.: Gr. 36, 50, 50W) must comply with the shop drawings. All steel material shall be certified on the mill report to be domestically produced (“Melted and Manufactured in the USA” or similar).
21. Report significant fabrication deficiencies (e.g.: requiring substantial removal and replacement of welds or paint, miss-located holes, misaligned members) on the daily log, including their cause and correction. Proposals to correct errors potentially affecting the adequacy of the member shall be submitted by the QC or Engineer to the DEPARTMENT prior to repairs. Attachment and removal of temporary fabrication or handling must employ DEPARTMENT approved methods.
22. Any erection devices shown on the approved shop drawings warrant the same inspection required for permanent material but mill test reports and evidence of domestic origin are not required for temporary items not purchased by the DEPARTMENT.

SECTION IV - WELDING

Prior to Welding:

1. The QA Inspector shall verify the current qualifications of each welder for process(es) and position(s) used on the project. Welder qualification shall be performed in accord with the applicable AWS code (D1.1, D1.2 or D1.5), and the QA Inspector may witness alignment of the test plates, the welding preparation of the coupons, and/or tests performed in the fabricator’s shop. (In the absence of test facilities in the shop, the fabricator shall forward the properly identified coupons to a testing laboratory acceptable to the Department). Also,

discuss with quality control the traceability of each welder's work, noting that no permanent indications (die stamps, welded figures) shall be allowed on finished work.

2. Ensure weld procedures are ILDOT approved and understood by the welders, welding foremen and quality control.
3. Prior to fitting welded joints, examine the condition of the material, especially for defects or contamination in the joint area.
4. Check fit-up of joints that are to be welded, including root face, angle of bevel, the alignment of the parts, and the uniformity of root opening.
5. When applicable, ensure run-on/run-off tabs are of adequate length, shape, material type and size to allow full weld throat the entire length of the joint.
6. Check surfaces to be welded for cleanliness, with mill scale and rust removed to the extent required, and absence of moisture, lubricants or other foreign material detrimental to welding.
7. Visually inspect tack welds for integrity and defects. Observe preheat prior to tacking where required. They are to be as small as practical. No temporary welds are allowed on any flange or web solely for positioning or restraint. Tack welds on flanges and webs must be incorporated in the final weld.
8. Review weld joints shown on the shop drawings for potential conditions which may require weld sequencing or heating parameters not specified on the approved weld procedure and notify QC and the DEPARTMENT of such situations.
9. Review shop report forms utilized for nondestructive testing and discuss any concerns with Quality Control.
10. Discuss the condition and calibration of welding equipment with Quality Control. Verify gauges (amperage, temperature, wire feed speed, voltage, etc.) are periodically checked for accuracy and adjusted or replaced if necessary, and that calibration equipment is periodically certified and properly utilized.

<u>During Welding</u>:

1. Ensure the correct weld consumables are utilized, are in satisfactory condition and are stored properly to prevent damage. Bridge welding requires low-hydrogen processes, so consumables must be reconditioned or replaced after exposure, as provided by the specifications.
2. Periodically observe the technique and performance of welders to ensure procedures and techniques conform to the contract. For fracture critical joints, plan for sequential inspection of multiple-pass welds. Arrange with the QC for the foreman to notify the QA Inspector when such work will be performed.
3. Ensure welding is done in accordance with the approved procedures, periodically verifying that the current, amperage, voltage, travel speed, preheat and interpass temperatures are within tolerances.
4. Ensure welds start in the area where weld is to be deposited. Tack welds shall be located and sized (after grinding) to be completely incorporated in the production weld. Cracked tack welds shall be removed before welding over their location.
5. On subsequent passes for flange and web butt joints, observe if the split layer technique is properly used where required.
6. Verify that the root and intermediate passes are cleaned and deficiencies corrected before succeeding weld passes. Wire brushing, grinding or chipping may be used to remove slag between weld passes, but no unspecified peening or distorting ("caulking") of weld metal shall be permitted without the specific approval of the DEPARTMENT.
7. After butt welds have cooled, if the parts joined are not in alignment corrections shall be made prior to assembly of member. Minor misalignment may be corrected by the controlled application of heat and/or pressure. If misalignment is significant, corrective work shall be done using QC-proposed methods approved by the Engineer.

8. If welds are to be ground smooth and flush, final finishing should be parallel to the direction of the main stress in a member. All welds shall terminate in a satisfactory manner.

After Welding:

1. Welds shall be cleaned of slag and examined by QC. When blast cleaning is required, a general examination of welds and material shall also be done after blasting and before painting.
2. Any weld geometry exceeding welding code limits shall be corrected to meet tolerances. Ends of repair welds shall transition smoothly into existing welds.
3. Excess metal at butt welds shall be removed by grinding. Plate thickness or width transitions shall be sloped as shown on the shop drawings with smooth transitions at the thinner/narrower plate. Over-grinding at this location must be corrected using Engineer-approved methods before NDT.
4. All runoff tabs shall be removed without damaging permanent material. Thermal-cutting may be used, provided the final preparation is done by grinding.

SECTION V - RADIOGRAPHY AND RADIOGRAPHIC INSPECTION

1. All radiographic inspection required by the Contract shall be performed by the Contractor for the DEPARTMENT.
2. The QA Inspector shall verify that radiographs are numbered in accordance with the requirements of the Radiograph Sheet and that all radiograph film numbers are recorded on the sheet corresponding to joint locations in the structure.
3. The QA Inspector shall review all radiograph reports. If the QA Inspector and the Contractor cannot agree with respect to the report, the Engineer will review any film in question, and provide a determination of acceptability. Once the report is signed, the QA Inspector shall keep the original set of reports and film until fabrication is complete and then submit all reports and radiographs to the DEPARTMENT for filing. On large structures, submittals may be on interim basis as required by the DEPARTMENT.

SECTION VI - MAGNETIC PARTICLE INSPECTION

1. The QA Inspector shall ensure magnetic particle inspection (MT) is done in accordance with ASTM E 709 and the Contract.
2. The Contractor performs the MT required by the contract for the DEPARTMENT and submits a report to the QA Inspector of all findings. The QA Inspector shall periodically witness the testing and, if satisfied as to the technique and results, retaining original reports and giving one copy to the fabricator. The QA Inspector shall forward a complete set of the original reports to the DEPARTMENT at the end of the project.

SECTION VII - ULTRASONIC INSPECTION

1. Ultrasonic testing (UT) required by the Contract shall be performed by the Contractor. The Contractor is to submit a report to the QA Inspector of all findings. The QA Inspector shall be familiar with proper UT application, and periodically witness testing, including set-up and recalibration. If the Engineer requires QA verification testing of the Contractor's findings or to examine areas not requiring UT in the Contract, the QA Inspector must be qualified as a Level II in UT by testing, training and experience in accord with the current edition of the American Society for Nondestructive Testing Recommended Practice No. SNT-TC-1A.
2. UT may also be required at field locations utilizing the Consultant's equipment when requested by the DEPARTMENT. (The Department shall provide access, traffic control and assistance as required).
3. For UT performed by the Contractor, the QA Inspector shall include the reports in the project file and return one copy to the fabricator. For UT performed by the QA Inspector, a copy

shall not be provided to the Contractor unless directed by the Engineer. The QA Inspector shall forward the original UT reports to the DEPARTMENT at the end of the project.

SECTION VIII - SHOP CLEANING AND PAINTING

1. QA Inspectors shall carefully review the ILDOT Standard Specifications and Contract Special Provisions covering the shop cleaning and painting of structural steel and verify that requirements are met. In case of disagreements on interpretation or acceptance between the QA and QC Inspectors, the Engineer will provide guidance.
2. Structural steel shall not be shop cleaned or painted until its fabrication has been accepted by QC: this in not mandatory but represents good practice, and the QA Inspector shall mandate recleaning and/or repainting if deficient areas are coated. Blast cleaned surfaces shall have proper profile and cleanliness. Thermal cut edges shall be ground before blasting to achieve the required profile. Primer must be applied within 24 hours and before any rust is visible.
3. The shop coat(s) shall be inspected for proper mixing, application, dry film thickness of individual or multiple coats, proper curing of preceding coats, and uniform coverage. Unless otherwise provided for small batches, the inspector shall have an approved test report identification issued by the Department for the batch of paint used. If not, the fabricator Contractor must submit samples taken from the batch (with the QA Inspector witnessing) to the DEPARTMENT'S Bureau of Materials and Physical Research for testing prior to painting. Paint must be applied when the temperature and humidity are within acceptable limits and during the manufacturer's prescribed pot life. Paint may only be thinned in accord with the manufacturer's guidelines.
4. Special attention shall be given to shop installed bolts. Cleaning, profile, subsequent primer coverage and adhesion shall be carefully monitored. For mechanically galvanized bolts installed before blasting, some galvanizing may remain after cleaning, as long as primer adhesion is not impaired. For black ASTM A490 bolts in painted areas, if blasting does not produce adequate profile due to the hard surface, exposed bolt surfaces must be cleaned and spot primed with a suitably adherent coating before priming the adjacent steel.
5. After shop painting, care shall be taken in the handling, storage and shipping of material to avoid damage or contamination (oil, etc.) of the surface. All damage noted shall be repaired in accord with Contract requirements and the paint manufacturers' guidelines prior to shipment.

Verify gauges (dry film thickness, profile, temperature, humidity, etc.) are routinely calibrated and that calibration equipment is recertified as necessary.

21. Job No. BI-37-002-20, Various Statewide Engineering for Structure Projects, (Major River Bridge Inspection), Bureau of Bridges and Structures.

This project may contain **Federal Funds**.

This project requires **12% DBE** participation, or if the contract goal is not met, documented evidence of good faith efforts.

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 **August 1, 2019** at **1:30 P.M.** at the Central Bureau of Bridges and Structures in **Springfield**.

Primary projects are anticipated to include NBIS and Element Level Inspections of major river bridges, and possible training. Limited projects will include Damage Inspections and Load Rating Inspections. The Consultant will be required to provide appropriate bridge inspection equipment to complete NBIS and Element Level Inspections, Damage Inspections, Load Rating Inspections, and Field investigations. The Consultant may also be required to provide the appropriate traffic control. Anticipated projects may also include load capacity rating of existing structures. 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 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 Consultant's Statement of Interest will be rated based on:

Rating Description	Weighted %
Past performance in project categories	20
Proposed staffing from Prime and any Subconsultants	30
Proposed DBE use	10
The Firms experience with required project work	20
Firms understanding/method of accomplishing project requirements	20

The estimated engineering fee for this project is $2,000,000. The completion date for this contract will be 60 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 (must be an Illinois Licensed Structural Engineer).

- The person who will perform the duties of the Project Engineer, defined as the individual-in-charge who is directly involved in the development of deliverables (must be an Illinois Licensed Structural Engineer).

- The person who will perform the QC/QA review work of all milestone submittal documents (must be an Illinois Licensed Structural Engineer and NBIS qualified Program Manager).

- The person who will perform the work in the area of NBIS and Element Level inspections and training (must be an NBIS qualified Program Manager and an Illinois Licensed Professional Engineer or Illinois Licensed Structural Engineer). In addition, the staff performing this work must be identified.

The prime firm must be prequalified in the **Structures (Highway: Complex)** category and have the necessary training for **NBIS and Element Level Inspection** to be considered for this project. Training experience must be listed in resumes.

Statements of Interest, including resumes of the key people noted above, must be submitted electronically to the Central Bureau of Design and Environment through the Engineering and Prequalification Agreement System (EPAS).

22. Job No. BI-37-003-20, Various Statewide Geotechnical and Structural Services, Bureau of Bridges and Structures.

This project requires **16% DBE** participation, or if the contract goal is not met, documented evidence of good faith efforts.

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 **July 31, 2019** at **1:30 P.M.** at the Central Bureau of Bridges and Structures in **Springfield**.

Primary projects are anticipated to include technical support for the Bureau's Foundations and Geotechnical Unit. Anticipated projects may also include Damage Inspections and Load Rating Inspections, load capacity rating of existing structures, plan preparation and plan review for the repair, rehabilitation, or replacement of structures, drafting services, policy investigation and development. The Consultant may be required to provide appropriate bridge inspection equipment to complete Damage Inspections, Load Rating Inspections, and Field investigations. The Consultant 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 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 Consultant's Statement of Interest will be rated based on:

Rating Description	Weighted %
Past performance in project categories	20
Proposed staffing from Prime and any Subconsultants	30
Proposed DBE use	10
The Firms experience with required project work	20
Firms understanding/method of accomplishing project requirements	20

The estimated engineering fee for this project is $1,500,000. The completion date for this contract will be 60 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 (must be an Illinois Licensed Structural Engineer).

- The 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 Structural Engineer).

- 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 who will perform the work in the area of Damage Inspections and Load Rating Inspections and training (must be an NBIS qualified Program Manager and an Illinois Licensed Professional Engineer or Illinois Licensed Structural Engineer). In addition, the staff performing this work must be identified.

- The 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 prime firm must be prequalified in the following categories to be considered for this project:

Structures (Highway: Advanced Typical)

Geotechnical Services (Structure Geotechnical Reports)

Statements of Interest, including resumes of the key people noted above, must be submitted electronically to the Central Bureau of Design and Environment through the Engineering and Prequalification Agreement System (EPAS).

23. Job No. S-60-001-20, Various Traffic Signal Coordination and Timing (SCAT) Projects, Various Routes, Various Counties, Districts Two, Three, Four, and Five, Bureau of Operations.

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 **July 22, 2019** at **1:00 P.M.** at the Central Bureau of Operations Office in **Springfield**.

Engineering services are required to ensure signal optimization is achieved at various isolated traffic signal and traffic signal system locations within Districts 2, 3, 4, and 5. Work Orders under the blanket agreement will be negotiated and authorized by the department on an as needed basis.

The Consultant's work is anticipated to include accomplishment of one or more of the following tasks for each selected location:

- Data Collection - Field collection of traffic counts, turning movements, signal phasings, signal timings, equipment inventory, and other data needed to qualify existing operating conditions and determine signal optimization alternatives.
- Data Analysis - Appropriate computer models such as HCS, SIGNAL, Synchro, TRANSYT 7F, PASSER II, and CORSIM shall run on the database for each of the selected locations. Recommendations for optimal signal operation plans shall be generated utilizing the existing signal equipment and with minor recommended equipment enhancements. Engineering judgment shall be used to select the final plan to be recommended for implementation.
- Implementation - The approved optimization plan shall be placed in operation and any necessary fine-tuning adjustment shall be made.
- Evaluation - A study of the effectiveness of the optimization plan shall be conducted. Benefits shall be estimated in terms of travel delay reductions, fuel savings, and reduction in carbon monoxide emissions.

Recommendations for further enhancements to the optimization plan and/or equipment modifications may be requested for locations where the operation is still unsatisfactory.

The department will furnish manuals, plans, and any other available information.

The Consultant shall be prepared to provide technical assistance on signal coordination issues at the department's request.

The Consultant's Statement of Interest will be rated based on:

Rating Description	Weighted %
Past performance in project categories	30
Proposed staffing from Prime and any Subconsultants	20
Proximity of firm to project location	10
Available work capacity of firm	10
The Firms experience with required project work	20
Firms understanding/method of accomplishing project requirements	10

The estimated engineering fee for this project is $225,000. The completion date for this contract will be a maximum of 60 months after authorization to proceed.

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

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

- The person who will perform the duties of the 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 necessary to prepare traffic signal coordination and timing operation plans.

- The person who has the necessary expertise with traffic signal equipment and who will recommend equipment enhancements, implement the optimization plans, and recommend any fine-tuning adjustments.

- The person who will conduct the evaluation of the optimization plans.

- The person who will perform the QC/QA review work of all milestone submittal documents (must be an Illinois Licensed Professional Engineer).

Consultants are required to provide a brief outline of proposed procedures to be used to accomplish the project objectives with the statements of interest. Consultants are also required to furnish a list of completed traffic signal system coordination and timing projects done in the last five years by members of the Consultant's current key personnel listed above.

The prime firm must be prequalified in the **Special Studies: Signal Coordination & Timing (SCAT)** 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 through the Engineering and Prequalification Agreement System (EPAS).

24. Job No. D-60-003-20, Various Statewide Sign Structure Inspection Projects, Various Routes, Various Counties, Statewide, Bureau of Operations.

This project requires **19% DBE** participation, or if the contract goal is not met, documented evidence of good faith efforts.

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 **July 23, 2019** at **10:00 A.M.** at the Central Bureau of Operations Office in **Springfield**.

Engineering services are anticipated to consist of planning, organizing and performing detailed structural inspections on simple aluminum span trusses, aluminum cantilever trusses, Vierendeel type steel span trusses, Vierendeel type steel cantilever trusses and bridge mounted sign structures. The number of overhead sign structures to be inspected is approximately 240. The detail structural inspection shall include rating of all components, evaluation of conditions and preparation of an inspection report including a prioritized summary of repairs. The use of ultra-sonic testing equipment to spot check the wall thickness of end supports for aluminum trusses and the chords for Vierendeel steel trusses will be required. Precise GPS coordinates of the structures will be required. Work Orders under the blanket agreement will be negotiated and authorized by the department on an as-needed basis.

The Consultant shall provide all manpower, equipment, vehicles, materials, and the appropriate traffic control for each structure to satisfactorily complete the work. The work shall be done in accordance with the Sign Structure Inspection Manual, Sign Structures Manual, the Manual on Uniform Traffic Control Devices, Inspection and Maintenance of Ancillary Highway Structures (FHWA-NHI-130087), and any department policies or procedures governing the work. Except when otherwise permitted by the Engineer, trusses shall be inspected by mounting them from the shoulder. This will require shoulder closure in accordance with Highway Standards 212-701101-04 or 212-701106-02 and as directed by the Engineer. Freeway lane closures for truss inspection shall be kept to a minimum and will only be permitted by the Engineer on a case by case basis where roadway geometry, traffic and other conditions dictate.

The inspector should have basic knowledge of sign truss nomenclature, experience in structural inspection, and be able to read and interpret shop drawings, be physically able to work at heights, operate an automatic camera and other specialized testing equipment. The Consultant should have a licensed Structural Engineer who has the expertise in welding and weld details on sign structures and is capable of making recommendations on structural repairs.

The Consultant's Statement of Interest will be rated based on:

Rating Description	Weighted %
Past performance in project categories	30
Proposed Staffing from Prime and any Subconsultants	20
Proximity of firm to project location	15
Proposed DBE use	5
Available work capacity of firm	10
The Firms experience with required project work	10
Firms understanding/method of accomplishing project requirements	10

The estimated engineering fee for this project is $250,000. The completion date for this contract will be 60 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 Professional Engineer). In addition, the staff performing this work must be identified.

- The person 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 prime firm must be prequalified in the **Structures (Highway: Typical)** 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 through the Engineering and Prequalification Agreement System (EPAS).

25. Job No. D-60-004-20, Various District 1 Sign and Tower Structure Inspection Projects, Various Routes, Various Counties, Bureau of Operations.

This project requires **19% DBE** participation, or if the contract goal is not met, documented evidence of good faith efforts.

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

The Consultant selected for this project and all subconsultants the prime Consultant will be using are scheduled to attend an initial meeting on **July 23, 2019** at **1:00 P.M.** at the Central Bureau of Operations Office in **Springfield.**

Engineering services are required for the inspection of sign and tower structures and for the collection of data and the development of reports. Work orders under the blanket agreement will be negotiated and authorized by the department on an as-needed basis.

Except when otherwise permitted by the Engineer, trusses shall be inspected by mounting them from the shoulder. This will require shoulder closure in accordance with District 1 Detail TC-17 and as directed by the Engineer. The appropriate traffic control shall be provided for each High Mast Lighting Tower to be inspected. Freeway lane closures for truss inspection shall be kept to a minimum and will only be permitted by the Engineer on a case by case basis where roadway geometry, traffic and other conditions dictate. The consultant shall request and gain approval from the Illinois Department of Transportation's Expressway Traffic Operations Engineer twenty-four (24) hours in advance of all daily lane closure for single or double lanes, ramp and shoulder closures and one week in advance of all permanent and weekend closures on all Freeways and/or Expressways in District One. This advance notification is calculated based on workweek of Monday through Friday and shall not include weekends or Holidays. Shoulder closures or partial ramp closures (per attached TC-17) will not be permitted on weekdays (Monday thru Friday) from 5:00 a.m. to 9:00 a.m. and from 3:00 p.m. to 7:00 p.m. Lane closures are normally not permitted during the day. Exact hours will be determined by the Expressway Traffic Operations Engineer.

Overhead Sign Structures Inspections

Overhead Sign Structures Phase 1

Data Collection is expected to consist of performing a detailed structural inspection of all components of an overhead sign structure.

- The department will typically provide:
  - List of overhead sign structures to be inspected complete with structure inventory number and location.
  - List of district contacts.
  - Sample copy of inspection reports, if needed.
  - Copy of the Illinois Highway Design Standards for Traffic Control, if needed.

The Consultants work is expected to consist of:

- Proposed inspection schedule.
- Progress report effective the 1st of the month, submitted by the 10th with written narratives to discuss work completed the past month and work expected the following month.
- Trained manpower, equipment, vehicles, and materials to complete the detailed inspections and necessary nondestructive testing.
- The appropriate traffic control for each structure is to be inspected.
- Computerized database, compatible with the department's computer programs, for each structure inspected.

- A copy of a completed Overhead Sign Structure inspection report with photographs stamped by Structural Engineer. Including a PDF file of each OHSS, with the location and State Inventory Number submitted on a CD or Flash Drive.
- Photographs of typical deteriorated overhead sign structure components.
- The report shall provide recommendations for repair, time-frame and priority rating of the repair for each component, any critical repairs required must be clearly identified.
- A summary report/letter shall be provided with required maintenance recommendations for all overhead sign structure inspection and analysis.
- The necessary equipment to systematically spot check the wall thickness of suspected deteriorated supports.

Overhead Sign Structures Phase 2

Data Analysis is expected to consist of using the data collected for each overhead sign structure inspected. The Consultant is required to complete the inspection report form, rating all components of the overhead sign structure and evaluating the overall condition of the structure. Also, using the data collected the Consultant is expected to provide a comprehensive report. The report shall prioritize the inspected structures for repair. Two (2) copies of the report, in hard copy and in electronic media on a CD or Flash drive, including digital pictures in JPG format, shall be submitted. All data collected and used in the analysis of the overhead sign structures and a copy of the computer database developed will be given to the department.

The selected consultant must have prior experience in overhead sign structure and High Mast Light Towers inspections. All hand tools including necessary reading equipment to perform this inspection tasks shall be considered tools of the trade, and no additional payment will be allowed, such tools will be incidental to the contract, but not limited to, Lift Trucks or platforms, Flaggers, barriers, and other traffic control devices.

<u>High Mast Lighting Tower</u>

High Mast Tower Lighting Phase 1

Data Collection is expected to consist of performing a detailed structural inspection of all components of a High Mast Lighting Tower including foundation. The inspection shall be based on and in accordance with Federal Highway Administration (FHWA NHI 05-036) Guidelines on the Inspection and Maintenance of Ancillary Highway Structures. Inventory data shall be collected which includes date of installation, manufacturer, installation contractor, plate thickness, number of anchor rods, anchor rods diameter, rodent screen/grout pad, tower material, tower coating, type of tower splices, Distance between bottom of leveling nut and top of foundation, light fixtures, camera and miscellaneous attachments etc. Location information and GPS in Latitude and Longitude (decimal degrees) shall be collected in the specified format, and non-destructive tests performed, per listed requirements.

The department will typically provide:

- List of High Mast Lighting Tower to be inspected complete with Tower inventory number and location.
- List of district contacts.
- Sample copy of inspection reports.
- Copy of the Illinois Highway Design Standards for Traffic Control, if needed.
- Templates in electronic form

The Consultants work is expected to consist of:

- Proposed inspection schedule. Work and access must be coordinated with IDOT Electrical Maintenance Contractor.

- A Structural analysis by Structural Engineer and all reports shall be stamped with his/her license.
- A Professional Engineer registered in the State of Illinois who has taken the NHI/FHWA course “Inspection and Maintenance of Ancillary Highway Structures” with five years’ experience to conduct the inspections.
- Progress report effective the 1st of the month, submitted by the 10th with written narratives to discuss work completed the past month and work expected the following month.
- Manpower, equipment, vehicles, and materials to complete the detailed inspections.
- The necessary equipment to spot check the wall thickness and measure each flat side on the tower 2”above base plate and one at 12” from base plate.
- The necessary equipment to perform ultrasonic testing, and conduct an ultrasonic test of all anchor rods.
- A test of suspected welds and deteriorated welds with dye penetrant.
- The appropriate traffic control per IDOT Traffic Control specifications for each High Mast Lighting Tower to be inspected.
- Excel database, on a Windows based platform or as approved by the Engineer, for all Towers inspected. To facilitate reporting and prioritization of repairs, database shall be developed that will allow printed reports that prioritize needed repairs and /or maintenance. File folders with all hard copy of the forms filled out, completed records and documentation for each tower with photographs stamped by a structural Engineer. Including a PDF file of each lighting tower, with the location and tower decal number submitted on a CD.
- Digital photographs of deteriorated High Mast Lighting Tower components; Identified by tower location and decal number shall be linked / tagged to the database.
- Draft copy of a completed High Mast Lighting Tower inspection report.
- A handheld mapping grade GPS device shall be used for the data collection. GPS coordinates of High Mast Lighting Tower, datum to be used shall be North American 1983. Prior to the collection of data, the contractor shall provide a sample data collection of at least six data points of known locations to be reviewed and verified by the Engineer to be accurate within 3 feet. The receiver shall support differential correction and data shall have minimum sub-meter accuracy after post processing. The device may also utilize Differential GPS to obtain the specified accuracy. Upon verification, data collection can begin.

GPS receivers integrated into cellular communication devices, recreational and automotive GPS devices are not acceptable. The GPS shall be the product of an established major GPS manufacturer having been in the business for a minimum of six (6) years. The manufacturer and model of the GPS device shall be identified as well as any software used on the device and in post processing.

Using the data collected for each High Mast Lighting Tower inspected the consultant shall complete the inspection report form, rating all components and evaluating the overall condition of the High Mast Lighting Tower. The rating shall show reliability as good, fair, poor, and critical as specified under FHWA.

Using the data collected, a comprehensive report shall be prepared. The report shall prioritize the inspected High Mast Lighting Tower for repair. Two (2) copies of the report, in hard copy and in electronic media, shall be submitted with the templates provided by IDOT with all fields filled out and completed for each tower.

- All data collected and used in the analysis of the High Mast Lighting Tower and a copy of the computer database developed will be given to the department.

- The GPS shall be included in the report and shall be provided separately in an electronic format that shall be compatible with MS Excel. Latitude and Longitude shall be in decimal degrees with a minimum of 6 decimal places.
- The report shall provide recommendations for repair; time-frame and priority rating of the repair for each component any critical repairs required must be clearly identified.
- A summary report/letter shall be provided with required maintenance recommendations for all High Mast Lighting Tower inspection and analysis.

The Consultant's Statement of Interest will be rated based on:

Rating Description	Weighted %
Past performance in project categories	30
Proposed staffing from Prime and any Subconsultants	20
Proximity of firm to project location	15
Proposed DBE use	5
Available work capacity of firm	10
The Firms experience with required project work	10
Firms understanding/method of accomplishing project requirements	10

The estimated engineering fee for this project is $250,000. Completion date for this contract will be 60 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 Professional Engineer). In addition, the staff performing this work must be identified.

- The person 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 prime firm must be prequalified in the **Structures (Highway: Typical)** 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 through the Engineering and Prequalification Agreement System (EPAS).

26. Job No. S-60-002-20, Various Traffic Signal Coordination and Timing (SCAT) Projects, Various Routes, Various Counties, Districts Six, Seven, Eight, and Nine, Bureau of Operations.

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 **July 22, 2017** at **10:00 A.M.** at the Central Bureau of Operations Office in **Springfield**.

Engineering services are required to ensure signal optimization is achieved at various isolated traffic signal and traffic signal system locations within Districts 6, 7, 8, and 9. Work Orders under the blanket agreement will be negotiated and authorized by the department on an as-needed basis.

The Consultant's work is anticipated to include accomplishment of one or more of the following tasks for each selected location:

- Data Collection - Field collection of traffic counts, turning movements, signal phasings, signal timings, equipment inventory, and other data needed to qualify existing operating conditions and determine signal optimization alternatives.
- Data Analysis - Appropriate computer models such as HCS, SIGNAL, Synchro, TRANSYT 7F, PASSER II, and CORSIM shall run on the database for each of the selected locations. Recommendations for optimal signal operation plans shall be generated utilizing the existing signal equipment and with minor recommended equipment enhancements. Engineering judgment shall be used to select the final plan to be recommended for implementation.
- Implementation - The approved optimization plan shall be placed in operation and any necessary fine-tuning adjustment shall be made.
- Evaluation - A study of the effectiveness of the optimization plan shall be conducted. Benefits shall be estimated in terms of travel delay reductions, fuel savings, and reduction in carbon monoxide emissions.

Recommendations for further enhancements to the optimization plan and/or equipment modifications may be requested for locations where the operation is still unsatisfactory.

The department will furnish manuals, plans, or any other available information.

The Consultant shall be prepared to provide technical assistance on signal coordination issues at the department's request.

The Consultant's Statement of Interest will be rated based on:

Rating Description	Weighted %
Past performance in project categories	30
Proposed staffing from Prime and any Subconsultants	20
Proximity of firm to project location	10
Available work capacity of firm	10
The Firms experience with required project work	20
Firms understanding/method of accomplishing project requirements	10

The estimated engineering fee for this project is $225,000. The completion date for this contract will be 60 months after authorization to proceed.

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

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

- The person who will perform the duties of the 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 necessary to prepare traffic signal coordination and timing operation plans.

- The person who has the necessary expertise with traffic signal equipment and who will recommend equipment enhancements, implement the optimization plans, and recommend any fine-tuning adjustments.

- The person who will conduct the evaluation of the optimization plans.

- The person who will perform the QC/QA review work of all milestone submittal documents (must be an Illinois Licensed Professional Engineer).

Consultants are required to provide a brief outline of proposed procedures to be used to accomplish the project objectives with the statements of interest. Consultants are also required to furnish a list of completed traffic signal system coordination and timing projects done in the last five years by members of the Consultant's current key personnel listed above.

The prime firm must be prequalified in the **Special Studies: Signal Coordination & Timing (SCAT)** 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 through the Engineering and Prequalification Agreement System (EPAS).

Illinois Department of Transportation

STTP S-33 Soils Field Testing and Inspection Course

Course Objectives: This course prepares construction and materials personnel with the basic skills and guidance to properly perform field testing and inspection of subgrade, embankment, and shallow foundations for various structures. This course also describes common geotechnical problems and the remedial actions generally used to correct them.

Upon successful completion of the course, students should be able to:

- Determine the field moisture content along with the in-situ wet and (corresponding) dry densities
- Use the Family of Curves and One Point Proctor to determine the Standard Dry Density (SDD) and Optimum Moisture Content (OMC) of a given soil
- Determine percent compaction and percent of OMC
- Determine soil stability and strength in the field using a Static and Dynamic Cone Penetrometer
- Properly inspect embankment construction
- Check roadway subgrades and determine undercut and treatment depths
- Perform inspection and soil testing to verify or establish the adequacy of foundation material for box culverts and shallow structure foundations

Successful completion of this course meets consultant eligibility requirements for Department prequalification.

Course Materials: Soils Field Testing and Inspection: Course Reference Manual
If an updated version is available it will be provided in class.
Students will need to bring a pencil, calculator and note pad with them.

Enrollment: Please have one coordinator from your company contact Mr. Paxton Harmon at 217-524-0634 or preferably by email at Paxton.Harmon@illinois.gov to enroll students in a class. **Each student will be put on a waiting list for the class of their choice**. Two to three weeks prior to class start the student or coordinator will be contacted with confirmation of enrollment. If the student cannot be enrolled in the class, they will be contacted and asked for their second class choice.

There is no fee for this class at this time.

Schedule: Each class is three days. The first day starts at 1:00pm and ends at 4:30pm. The second day starts at 8:15am and lasts until 4:30pm. The third and final day starts at 8:15am and ends around noon. The 2018-19 training schedule is listed below:

Class Dates/Location:

IDOT District One: **Materials Laboratory**
101 West Center Court
Schaumburg, Illinois 60196

- Nov 27-29
- Jan 8-10
- Feb 5-7
- Mar 19-21

IDOT District Three: **"The Starved Rock" Conference Room**
700 East Norris Drive
Ottawa, Illinois 61350

- Mar 4-6

IDOT District Six: **Chastain Conference Room,**
126 E. Ash Street
Springfield, Illinois 62704

- Dec 11-13

IDOT District Seven: **Effingham County Emergency Management Building**
311 Miracle Drive
Effingham, Illinois 62401

- Feb 20-22

NOTICE
2018 Standard Agreement Provisions for Consultant Services (SAPCS)
July 01, 2018

2018 SAPCS applied to all proposal packages (Prime and Sub) received by the Central Office after July 1, 2018.

For contracts advertised on PTB 184 and before – language will be included in the agreement overriding the new compensation language in the 2018 SAPCS.

We encourage the review of the entire SAPCS, the following are significant revisions.

- All firms are required to notify the department of the loss of a prequalification category (2.12)
- All subconsultants are required to be paid within 15 calendar days of prime receiving payment from the Department (2.63)
- DBE Administration (2.67)
    - Subconsultant Utilization Plan will be required with PTB 189 Statements of Interest (2.24)
- Consultant Compensation (2.90)
- Fixed Fee (2.91)

The SAPCS are available on the IDOT Website: Standard Agreement Provisions for Consultant Services July 1, 2018

NOTICE
Subconsultant Utilization Plan
July 01, 2018

The Input for Statements of Interest for each Item has been revised. Teaming, will now require the category and % of work by the team members. Input will be the same process as subconsultant entry.

Teaming

*Will the firm be entering into a Teaming Agreement for the item (The lead firm must be the one submitting for the item)? Yes

--Select To Add Firm--

Firm Name	Email	Edit	Delete	% work Bv Firm (NEW)	Qualifications (NEW)
Firm Name	Carrie.Kowalski@Illinois.gov	Edit	Delete	Include Number	Prequal Category

Subconsultants Work Performed

IDOT PreQualified Firms

--Select To Add Firm--

Firm Name	DBE	Qualifications	Categories	%Work by Firm	Edit	Delete
Firm Name A	No	Structures - Highway: Simple	View	2	Edit	Delete
Firm Name B	Yes	Special Services - Surveying	View	5	Edit	Delete
Firm Name C	'es	Special Services - Construction Inspection	View	10	Edit	Delete

Mentor Input stays the same, no changes.

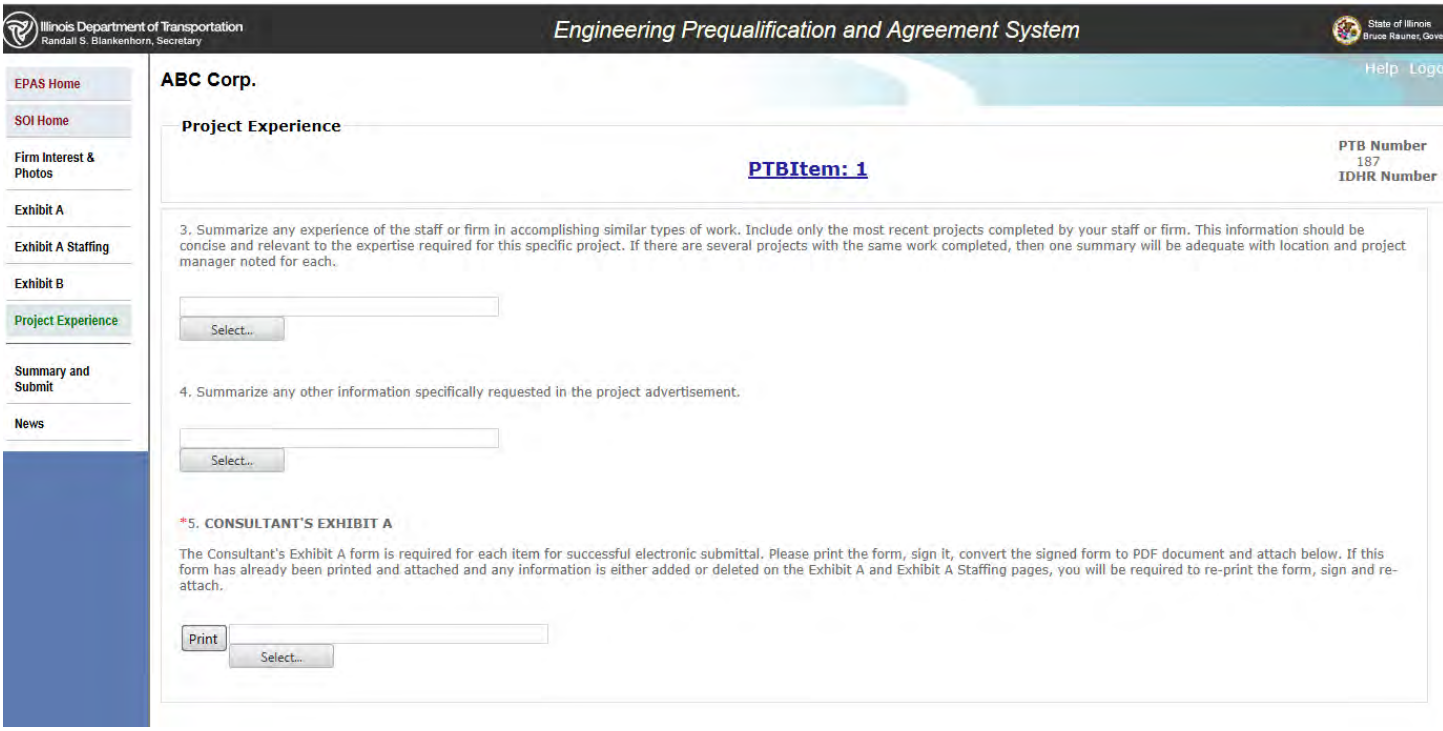
Mentor-Protégé

*Firm is proposing a Mentor-Protege on this project? Yes

--Select New Protege Firm--

Pr Firm Name B me	Areas of work (PreQualification Categories) they will be participating in	Commands
	Roads and Streets	Edit Delete

To submit the U-Plan, the process will be the same as submitting the Exhibit A. The U-plan will be printed and then attached. If selected the prime and subs will complete and bring to the negotiation meeting.



*6. Subconsultant Utilization Form

The utilization form is required for successful electronic submittal. Please print the form and attach below. The forms are not required to be completed at submittal time. If selected for this Item, the prime firm will be required to Select "View", then print the forms, complete the forms and have any subconsultants complete and provide the forms to the Project Manager.

The following is an example U-Plan which would be attached.

I certify I am the _____ of the firm of SAMPLE FIRM, Inc. and I have thoroughly reviewed our proposed subconsultant utilization plan. If we are selected for this project, we will assign it as a top priority project with our firm's proposed staff and the subconsultant's staff for the full term of the contract. The office location for correspondence relating to this project is:

Address_____

City/State/Zip_____

As the Consultant I further agree to ensure disadvantaged businesses as defined in 49 CFR Part 26 and the Standard Agreement Provisions for Consultant Services (SAPCS) have the maximum opportunity to participate in the performance of subcontracts financed in whole or in part with Federal or State funds. The consultant shall take all necessary and reasonable steps in accordance with 49 CFR Part 26 to ensure said businesses have the maximum opportunity to compete for and perform under this contract. The consultant shall not discriminate based on race, color, national origin or sex in the award and performance of contracts.

I, acting in my capacity as an officer of the undersigned submitting firm (or firms in a Teaming Agreement), hereby assure the Department on this project my firm: (check one)

☐ Meets or exceeds the advertisement goals and have provided documented participation as follows:
Disadvantaged Business _____ percent
Attached are the signed participation statements forms evidencing availability and use of each consultant firm participating in this plan and assuring each business will perform a commercially useful function in the work of the contract.

☐ Failed to meet Consultant Proposed Goal in Statement of Interest but meets or exceeds the advertised goal. The revised Disadvantaged Business _____ percent
Attached are the signed participation statements forms, with the noted revisions, evidencing availability and use of each consultant firm participating in this plan and assuring each business will perform a commercially useful function in the work of the contract. Justification for the revisions must be provided to the department by the Consultant.

☐Failed to meet contract award goals and has included good faith effort documentation to meet the goals and my company has provided participation as follows:
Disadvantaged Business Participation _____ percent
The contract goals should be accordingly modified or waived. Attached is all information required by the SAPCS in support of this request including good faith effort. Also attached are the signed participation statements forms, required by the SAPCS evidencing availability and use of each business participating in this plan and assuring each business will perform a commercially useful function in the work of the contract.

Print Name	
Signature	
Title	
Date	
Firm Name	
Phone	
E-mail address	

EXAMPLE ONLY

Consultant's Utilization Plan
PTB # XXX Item # XXX
Advertisement DBE Goal XX

Subconsultant/DBE Participation Statement

Subconsultant Name	DBE	Category(ies) of work	Estimated %
FIRM ABC	Yes	Surveying	10

The undersigned certify the information included herein is true and correct, and if the subconsultant firm listed has agreed to perform a commercially useful function in the work of the Prequalification Category listed above and to execute a contract with the Prime Consultant. The undersigned further understands no changes to this statement may be made without prior approval from the Managing office, (District/Bureau) and complete and accurate information regarding actual work performed on this project and the payment therefore must be provided to the Department.

EXAMPLE ONLY

Signature for Prime Consultant	Signature for Subconsultant
Date _____	Date _____
Contact Person _____	Contact Person _____
Title _____	Title _____
Firm Name _____	Firm Name _____
Address _____	Address _____
City/State/Zip _____	City/State/Zip _____
Phone _____	Phone _____
Email Address _____	Email Address _____

Illinois Department of Transportation

Consultant's Utilization Plan
PTB # XXX Item # XXX
Advertisement DBE Goal XX

Subconsultant/DBE Participation Statement

Subconsultant Name	DBE	Category(ies) of work	Estimated %
XYZ	No	Roads and streets	3

The undersigned certify the information included herein is true and correct, and if the subconsultant firm listed has agreed to perform a commercially useful function in the work of the Prequalification Category listed above and to execute a contract with the Prime Consultant. The undersigned further understands no changes to this statement may be made without prior approval from the Managing office, (District/Bureau) and complete and accurate information regarding actual work performed on this project and the payment therefore must be provided to the Department.

EXAMPLE ONLY

Signature for Prime Consultant	Signature for Subconsultant
Date _____	Date _____
Contact Person _____	Contact Person _____
Title _____	Title _____
Firm Name _____	Firm Name _____
Address _____	Address _____
City/State/Zip _____	City/State/Zip _____
Phone _____	Phone _____
Email Address _____	Email Address _____

NOTICE
Compensation

Effective 08-03-17

All future projects, beginning with PTB 185, will utilize the following:

Salary Cap: Use a salary cap of $75 for all classifications for negotiations and in determining the contract upper limit. Utilize the actual salary rate of employees for invoicing.

Cost Plus Fixed Fee (CPFF) method of compensation

CPFF formula:

Compensation = DL+DC+OH+FF

Where Fixed Fee (FF):

For Prime Agreements is:
(0.33+ R)DL+%DL=FF

%DL = 10% of Direct Labor (DL) of Subs

For Sub-Consultants
(0.33 + R)DL

Note: The Total Fixed Fee cannot exceed 15% of DL + OH unless expressly stated in the advertisement. For Prime Consultants, the Total Fixed Fee includes the Subconsultant %DL.

Where:

R= Complexity Factor: 0, 0.035, or 0.07
DL = Direct Labor
DC= Direct Cost
OH= Overhead Rate

<u>Escalation Rate:</u>

The percentage used to project the consultant's current hourly rate throughout the life of the project to account for future raises will be 2% per year.

Notice
Consultant Invoicing
11-17-16

The Department makes every effort to expedite the processing of engineering consultant invoices for payment. However, before the Department can process invoices for payment, the consultant must have a current Certificate of Insurance on file. The insurance requirements are provided in Sections 2.26 and 2.62 of the Standard Agreement Provisions for Consultant Services.

Listed below are possible causes for payment delay:

1. Either no certificate of insurance on file or it has expired.
2. The limits of coverage are insufficient.
3. The failure to show the Department as Additional Insured and Certificate Holder.
4. The failure to provide a 30-day cancellation notice.

The Accord Certificate of Insurance (Form 25) is often used to reflect evidence of insurance coverage. Included on the form should be a statement indicating the Illinois Department of Transportation, its officers and employees are named as an Additional Insured for General Liability. In addition, the Certificate Holder should be shown as:

Illinois Department of Transportation
Bureau of Design and Environment
2300 S Dirksen Parkway
Springfield, IL 62764

Completed Certificates of Insurance should be uploaded into EPAS under the Corporate Details. The certificates should be updated annually with the SEFC renewal and if the certificate expires between renewals, then an Amend to the SEFC is required.

NOTICE

Statements of Interest Rating Criteria in Advertisement

November 10, 2016

There is an addition to the advertisements. To comply with 23 CFR Part 172, Procurement, Management, and Administration of Engineering and Design Related Services the items are required to show the criteria used in the review of the Statements of Interest.

A chart similar to the following will be included for each item on the bulletin. The Rating Description and weighted percent will vary for each item.

The Consultant's Statement of Interest will be rated based on:

Rating Description	Weighted %
Past Performance in Project Categories	0-30
Proposed Staffing from Prime and any subconsultants	0-30
Proximity of firm to project location	0-10
Proposed DBE use	
The firms experience with required project work	0-30
Firms understanding/method of accomplishing project requirements	0-30
Specific project information, not covered by the descriptions above	0-30

NOTICE
Overhead Rates

This is a reminder that consultant firms doing business with the Department should ensure they are using the correct overhead rate type consistent with their accounting practices and the project scope.

The vast majority of consulting firms doing business with the Department have a single, combined overhead (OH) rate for payroll burden, fringe expense rate, and general administrative expense. This OH rate is often referred to as a Combined or Blended rate. However, there is a small percentage of firms who have multiple OH rate types. These multiple OH rate types often include a Home Office Rate, a Field Office Rate and sometimes a Combined Rate.

Firms with multiple OH rate types should ensure they are using the correct OH rate type when completing cost estimates and when invoicing the Department. The OH rate type should be consistent with the firm's accounting practices and should be discussed with the Department's project manager during initial contract discussions and/or meetings.

NOTICE

IDOT Prequalification Letter (5-5-16)

There is an approval letter for each approved SEFC application. The letter is dated with the print date; the body of the letter contains the fiscal year approval date.

If the firm was not approved, there isn't a letter.

SEFC Applications

Start New SEFC | Amend Last SEFC

App Id	Application Date	Fiscal Year Ending Date	Type	Overhead %	Status	Category	Additional Info	Approval Letter
SEFC ID : 1	03/29/2016	12/31/2015	NewSEFC	134.2	APPROVED	View	View	Approval Letter
SEFC ID : 2	11/06/2013	06/30/2012	NewSEFC	0.00	NOT_APPROVED	View	View	NO LETTER
SEFC ID : 3	05/06/2013	12/31/2012	AmendSEFC	137.19	APPROVED	View	View	Approval Letter
SEFC ID : 4	04/11/2013	06/30/2011	AmendSEFC	137.19	APPROVED	View	View	Approval Letter
SEFC ID : ...	04/08/2013	06/30/2012	AmendSEFC	10.00	APPROVED	View	View	Approval Letter

SEFC ID 1 would have a letter stating in the first paragraph: We have completed our review of your "Statement of Experience and Financial Condition" (SEFC) which you submitted for the fiscal year ending December 31, 2015.

The last paragraph in the letter would state, Your firm is prequalified until December 31, 2016. You will be given an additional six months from this date to submit the applicable portions of the "Statement of Experience and Financial Condition" (SEFC) to remain prequalified.

SEFC ID 2 would not have a letter, firm was not approved

SEFC ID 3 would have a letter stating in part: We have completed our review of your "Statement of Experience and Financial Condition" (SEFC) which you submitted for the fiscal year ending December 31, 2012.

SEFC ID 4 would have a letter stating in part: We have completed our review of your "Statement of Experience and Financial Condition" (SEFC) which you submitted for the fiscal year ending June 30, 2011.

The IDOT prequalification approval letters:

We have completed our review of your "Statement of Experience and Financial Condition" (SEFC) which you submitted for the fiscal year ending (date specific to the firm's fiscal year end date). Your firm's total annual transportation fee capacity will be (determined as noted in the BDE Manual Chapter 8).

Your firm's payroll burden and fringe expense rate and general and administrative expense rate totaling (Overhead%) are approved on a provisional basis. The rate used in agreement negotiations may be verified by our Office of Quality Compliance and Review in a pre-award audit.

Your firm is required to submit an amended SEFC through the Engineering Prequalification & Agreement System (EPAS) to this office to show any additions or deletions of your licensed professional staff or any other key personnel that would affect your firm's prequalification in a particular category. Changes must be submitted within 15 calendar days of the change and be submitted through the Engineering Prequalification and Agreement System (EPAS).

Your firm is prequalified until (Fiscal Year + 1 year). You will be given an additional six months from this date to submit the applicable portions of the "Statement of Experience and Financial Condition" (SEFC) to remain prequalified.

The last paragraph is saying your firm is prequalified for one year based on the firm's fiscal year and to remain prequalified the firm must submit the applicable portions of the "Statement of Experience and Financial Condition" (SEFC) within 6 months. IDOT is giving the firm time to gather and complete information; we don't expect the firms to be able to submit data immediately. The firm remains prequalified during this six month grace period. Once the data is submitted, either before or on the due date, the firm remains prequalified in the current categories until IDOT reviews a category and makes a determination. If there is not submittal by the due date, the firm is automatically listed as not approved.

NOTICE

List of Prequalified Consultant Firms

May 05, 2016

IDOT provides a listing of prequalified consulting firms on the IDOT website, under Engineering, Architectural Professional Services

This list is typically updated weekly, and is based on the most recently approved SEFC application.

Information has been added to the website to help clarify:

Prequalification

All engineering, land surveying, and architectural consultants interested in providing services to IDOT, whether as a prime or subconsultant, must be prequalified with the department. IDOT prequalifies architectural and/or engineering consultants in multiple transportation categories of service. Prequalification is based on the firm's and the individual's professional experience and qualification. Annual updates to statements of experience and financial condition must be completed to maintain prequalification status. The process is governed by state Statute (30 ILCS 535/1).

There are approximately 400 firms prequalified with IDOT that are able to submit statements of interest on engineering, land surveying and architectural project advertisements. Updated every Friday, the List of Prequalified Consultants, List of Prequalified DBE Consultants and List of Prequalification Categories without a DBE firm, provides the firm name, address, DBE status, contact person, phone number, fax number and prequalified IDOT category or list posted is from the firms last approved Statement of Experience and Financial Condition. Firms with information in for review may have additional prequalification categories or may not have all the prequalification categories listed. Firms can track the progress of their Statement of Experience and Financial Condition review by viewing Status Column and the Category Column in EPAS.

Firms are encouraged to monitor their prequalification status in EPAS.

To check the status of an application and/or view current prequalification, log on to EPAS. In this example, the review of the application has not been completed. The Financial Portion is under review. The review of the requested prequalification categories is complete, note the RANKING_COMPLETE in the Status Column. Once the status column says APPROVED, the entire review is complete.

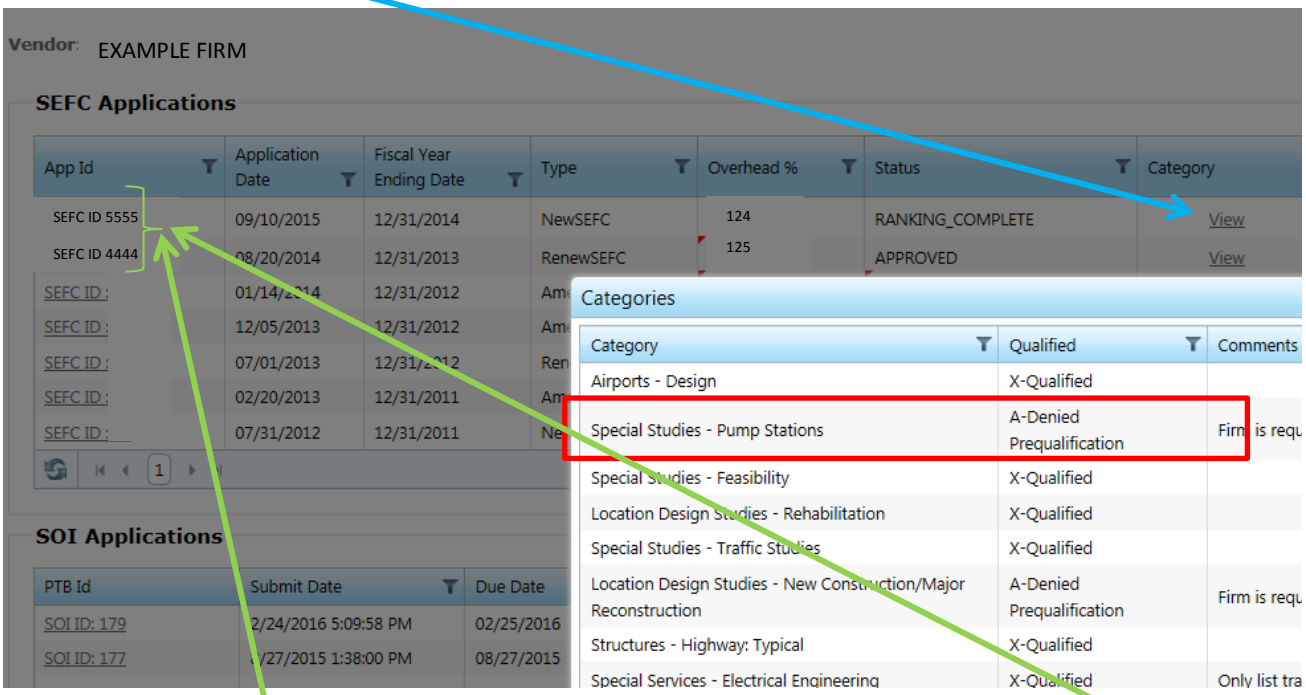
Vendor Search Results / Details

Vendor: |

SEFC Applications

App Id	Application Date	Fiscal Year Ending Date	Type	Overhead %	Status	Category	Additional Info
SEFC ID :	09/10/2015	12/31/2014	NewSEFC	116.45	RANKING_COMPLETE	View	View
SEFC ID :	08/20/2014	12/31/2013	RenewSEFC	118.52	APPROVED	View	View
SEFC ID :	01/14/2014	12/31/2012	AmendSEFC	117.62	APPROVED	View	View
SEFC ID :	12/05/2013	12/31/2012	AmendSEFC	117.62	APPROVED	View	View
SEFC ID :	07/01/2013	12/31/2012	RenewSEFC	117.62	APPROVED	View	View

At Ranking Complete, SEFC ID 5555, the firm can view their status of the proposed prequalification categories; select View in the Category Column. It will note if your firm is qualified or not qualified.



Until the SEFC ID 5555 application is approved, the data from the last approved SEFC ID 4444: will show on the website. In this example, the firm was prequalifed in Special Studies-Pump Station and the prequalification for the category shows on the website. The firm is not currently prequalified in pump stations and it is not showing on the website because the firm's application is under review. The firm would not be prequalfied for the category and would not be considered for items requiring Special Studies – Pump Station.

Categories

Category	Qualified	Comments
Airports - Design	X-Qualified	
Special Studies - Pump Stations	X-Qualified	
Special Studies - Feasibility	X-Qualified	
Location Design Studies - Rehabilitation	X-Qualified	
Special Studies - Traffic Studies	X-Qualified	
Location Design Studies - New Construction/Major Reconstruction	X-Qualified	

Information on website:

EXAMPLE FIRM

ries: Airports - Design,Highways - Freeways,Highways - Roads and Streets,Hydraulic Reports - Waterways: Complex,Hydraulic Reports - Waterw
Construction/Major Reconstruction,Location Design Studies - Reconstruction/Major Rehabilitation,Location Design Studies - Rehabilitation,S
- Construction Inspection, ~~Special Services - Electrical Engineering~~,Special Services - Mechanical,Special Services - Sanitary,Special Studie
Drainage,Special Studies - Pump Stations,Special Studies - Safety,Special Studies - Traffic Studies,Structures - Highway: Advanced Typica

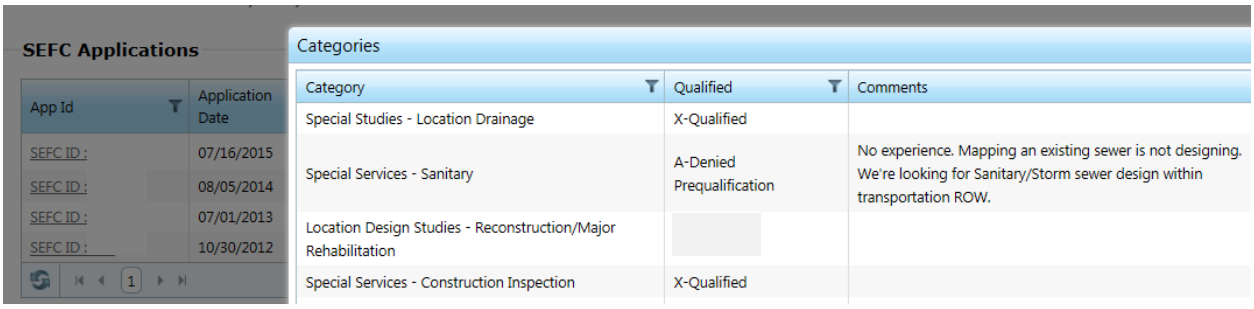
If the firm's status is Ranking Process, the prequalification category reviews have not been completed.

In this example, the firm's prequalification status by category remains as is, until IDOT completes the review of the category.

At this point, the firm is prequalified in Location Drainage, and Construction Inspection.

The firm is not prequalified in Sanitary.

For the Reconstruction/Major Rehabilitation, the category has not been reviewed. If they were qualified previously they are qualified, if they were not qualified in the previous submittal then they are not qualified.



SEFC Applications

App Id	Application Date
SEFC ID :	07/16/2015
SEFC ID :	08/05/2014
SEFC ID :	07/01/2013
SEFC ID :	10/30/2012

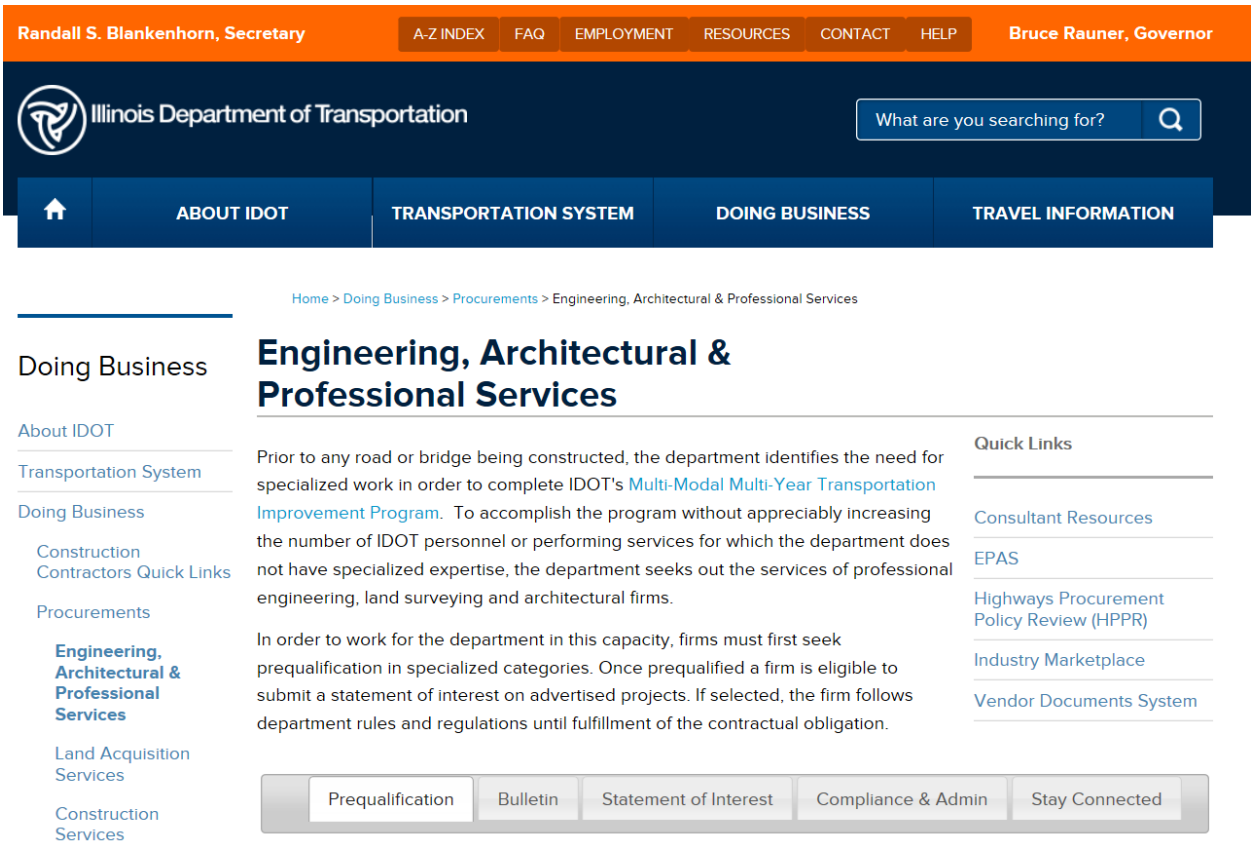
Categories

Category	Qualified	Comments
Special Studies - Location Drainage	X-Qualified	
Special Services - Sanitary	A-Denied Prequalification	No experience. Mapping an existing sewer is not designing. We're looking for Sanitary/Storm sewer design within transportation ROW.
Location Design Studies - Reconstruction/Major Rehabilitation		
Special Services - Construction Inspection	X-Qualified	

A reminder to firms, only one active application at a time is allowed. If there are necessary revisions needed while IDOT is reviewing, such as key personnel have left firm, expired insurance, or anything effecting the firms prequalification status send an e-mail explaining the situation. Once IDOT has completed the review, go to EPAS select amend and make the necessary revisions.

Navigating the web-site for Engineering Consultant Firms

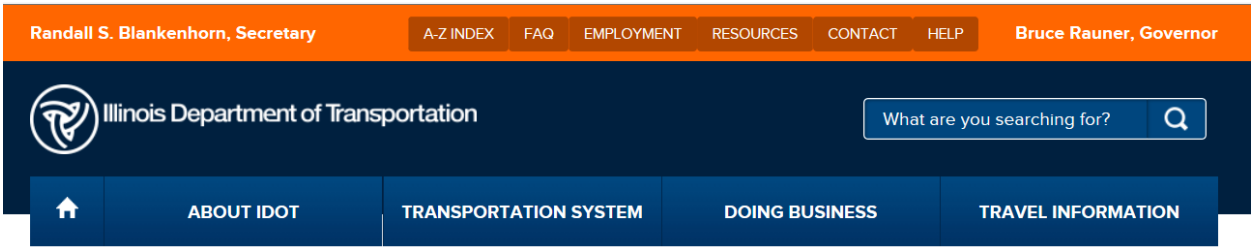
This gives a quick overview of the website and locations of data typically used by Consultant Engineering firms. Most information is located under the Doing Business, Procurements, Engineering, Architectural & Professional Services: http://www.idot.illinois.gov/doing-business/procurements/engineering-architectural-professional-services/index

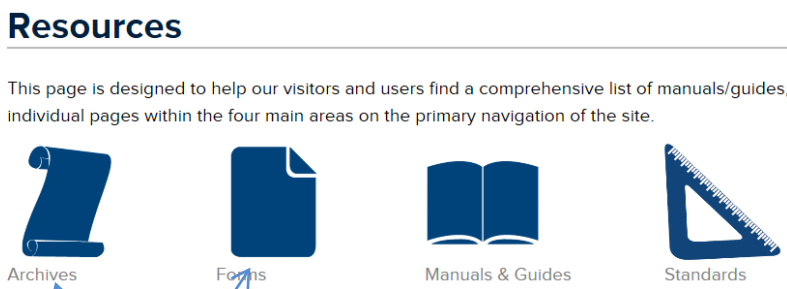


The tabs for Prequalification, Bulletin, etc. contains additional information for Consultant Engineering firms doing business with IDOT. There is a substantial amount of useful information; the following descriptions are only a portion of the data located here.

- Prequalification has a description of all prequalification categories, a current listing of all prequalified firms & the EPAS instruction manual for completing the SEFC & SOI.
- Bulletin has the most current PTB displayed and schedule for upcoming PTB's.
- Statement of Interest tab has the required forms for submitting a SOI
- Compliance & Admin contains information for selected firms such as, process to execute an agreement, the necessary forms, administrating a project (invoicing, closing out) and general IDOT policies.
- We encourage firms to select the Stay Connected and subscribe to the Engineering Consultant Subscription Service. The department uses this service to keep firms informed.

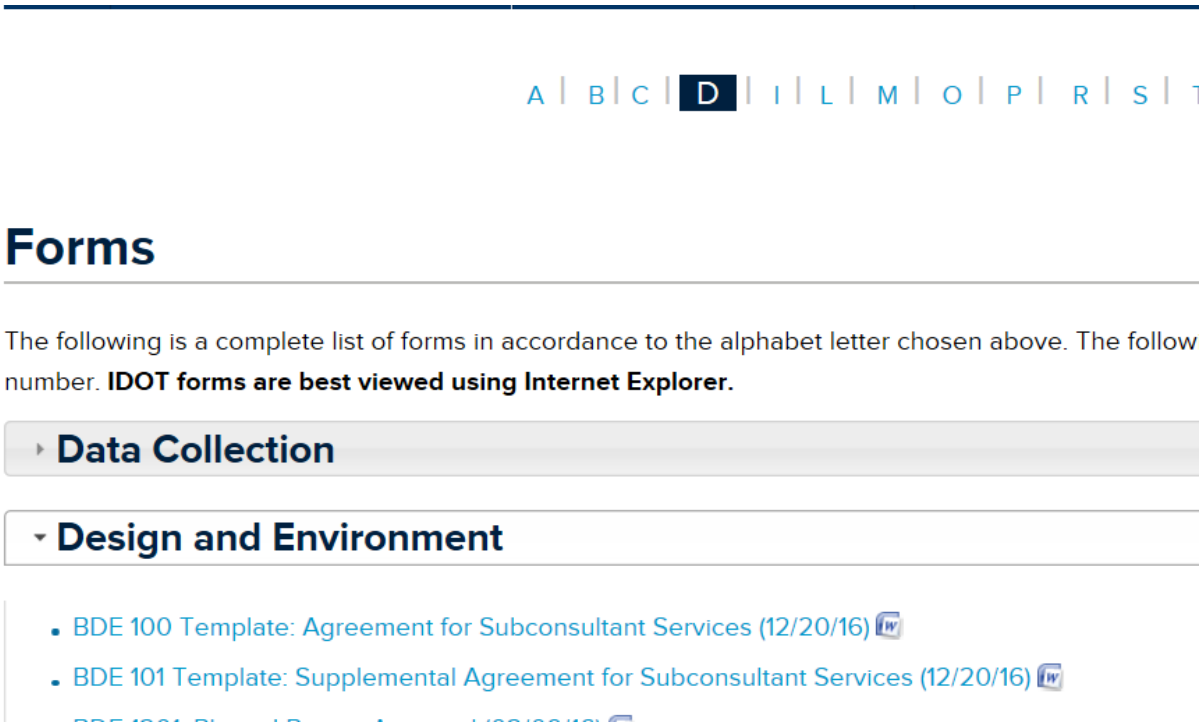
The resources page is also very useful. Resources





The Archives have past Professional Transportation Bulletins and the listing of selected firms

The Forms contain all IDOT forms. The Consultant Forms are located under "D" and then Design and Environment.



Notice
Of
IDOT ELECTRONIC ENGINEERING CONSULTANT SUBSCRIPTION SERVICE
November 10, 2010

To receive updates related to the Prequalification of Consultant Engineering Firms, the Publishing of the Professional Transportation Bulletin, or other information related to Consultant Engineering through the free subscription service; please follow the instructions for subscribing. The information for both these items will be automatically e-mailed to the subscriber upon release.

Located at: Stay Connected

Instructions to Subscribe

Please Note:
By subscribing to the IDOT-PTB list, you will receive both the
Prequalification of Consultant Engineering Firms list as well as the Professional Transportation Bulletin

Prepare an e-mail to the IDOT Subscription Server by using the following e-mail address as noted below:

1. Address the e-mail message to: subscribe-dot-ptb@lists.illinois.gov
2. Send message
3. A confirmation e-mail will be sent to the subscriber asking them to reply or click a link.

Instructions to Unsubscribe

Prepare an e-mail to the IDOT Subscription Server by using the following e-mail address as noted below:

1. Address the e-mail message to: unsubscribe-dot-ptb@lists.illinois.gov
2. Send the message.
3. A confirmation e-mail will be sent to you removing you from the subscription list.

NOTICE

UsDOT 1050.2A, Appendix E will be included in all new agreement contracts, including new supplements.

USDOT 1050.2A
APPENDIX E

During the performance of this contract, the contractor, for itself, its assignees, and successors in interest (hereinafter referred to as the "contractor") agrees to comply with the following non-discrimination statutes and authorities; including but not limited to:

Pertinent Non-Discrimination Authorities;

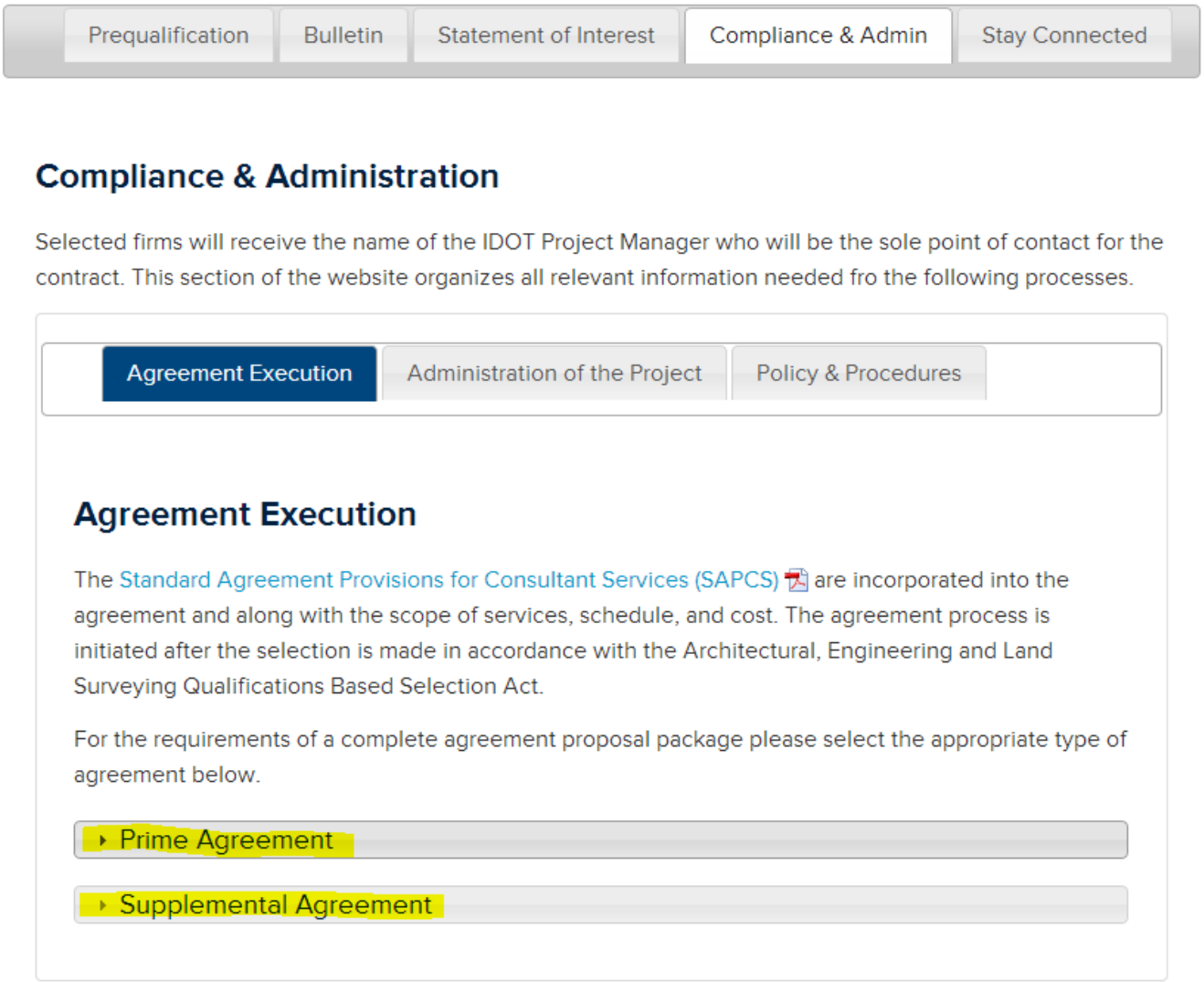
- Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d *et seq.,* 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin); and 49 CFR Part 21.
- The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, (42U.S.C. §460 I), (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects);
- Federal-Aid Highway Act of 1973, (23 U.S.C. § 324 *et seq.),* (prohibits discrimination on the basis of sex);
- Section 504 of the Rehabilitation Act of 1973, (29 U.S.C. § 794 *et seq.),* as amended, (prohibits discrimination on the basis of disability); and 49 CFR Part 27; The Age Discrimination Act of 1975, as amended, (42 U.S.C. § 6101 *et seq.),* (prohibits discrimination on the basis of age);
- Airport and Airway Improvement Act of 1982, (49 USC § 471, Section 47123), as amended, (prohibits discrimination based on race, creed, color, national origin, or sex); The Civil Rights Restoration Act of 1987, (PL 100-209), (Broadened the scope, coverage and applicability of Title VI of the Civil Rights Act of 1964, The Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms "programs or activities" to include all of the programs or activities of the Federal-aid recipients, sub-recipients and contractors, whether such programs or activities are Federally funded or not); Titles II and III of the Americans with Disabilities Act, which prohibit discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities (42 U.S.C. §§ 12131-12189) as implemented by Department of Transportation regulations at 49 C.P.R. parts 37 and 38; The Federal Aviation Administration's Non-discrimination statute (49 U.S.C. § 47123) (prohibits discrimination on the basis of race, color, national origin, and sex); Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations, which ensures discrimination against minority populations by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations; Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency, and resulting agency guidance, national origin discrimination includes discrimination because of limited English proficiency (LEP). To ensure compliance with Title VI, you must take reasonable steps to ensure that LEP persons have meaningful access to your programs (70 Fed. Reg. at 74087 to 74100);
- Title IX of the Education Amendments of 1972, as amended, which prohibits you from discriminating because of sex in education programs or activities (20 U.S.C. 1681 et seq).

Notice

Reminder for Payroll Rate Submittal

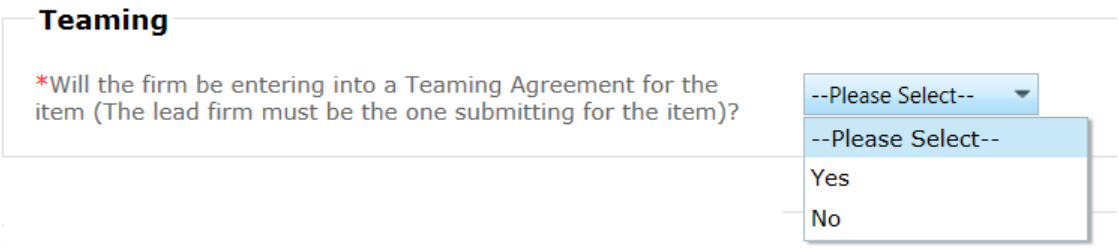
To avoid delays and expedite the agreement process it is critical to use the latest forms. Go to the IDOT website and use the latest form for updating the firms Payroll Rates. **Do Not use existing forms**. Use the latest forms on the website under Resources: Design and Environment

Additional Information for the Cost Estimates and Consultant Services is available on the website, under Compliance & Administration



Notice
for
Teaming for Professional Transportation Bulletin Items
10-1-15

IDOT allows the practice of multiple firms joining efforts (prequalification categories and staff) to submit as a prime on a Professional Transportation Bulletin. The action of joining forces with another consultant to submit on a Professional Transportation Bulletin is called Teaming
If the firm wishes to use the option of Teaming, it is chosen on Exhibit A in EPAS.



When submitting as a team, the collective prequalifications of the team are used to determine eligibility. When a Team is selected, negotiations proceed with the Team. Contracts are executed with the Team at the end of successful negotiations.

Statements submitted by Teams may be considered unless specifically prohibited in the advertisement. The Team Agreement is signed by all parties and must be included with the statement of interest.

The Team entity will have the sum of the individual firms' prequalification, capacity and evaluation history. IDOT **DOES NOT** have a form for Team agreements. The firms submitting as a Team are required to obtain and submit the Team agreement.

If a firm is submitting as part of a Team, then the firm may not submit as a prime alone or as part of another Team on the same item. The required insurance coverage applies to the Team entity. Each individual firm's current obligations (work left), delinquent debt, Iran disclosure, and disclosure forms A&B must be completed by each of the team members. The Team entity will submit one statement of interest with the following specified:

- The firm managing the Team/Project, i.e. the lead firm;
- The Firm invoicing (typically the lead firm);
- The firm responsible for each prequalification category (must be prequalified in the category of work the firm is performing);
- Key personnel names with firm name on Exhibit A.

Teams Statements of Interest are submitted through EPAS. The firm's interested in performing as a Team(s) must coordinate with each other and submit through EPAS. The lead firm submits the Team Agreement and the Team entities must submit the required forms. See the EPAS Instruction manual.

Review the EPAS Instruction Manual for details on submitting Statements of Interest through Teaming

Notice for Mentor-Protege:

Available on the internet:

- Templates for Quarterly and Final Mentor-Protégé Reports.
- Mentor-Protégé Implementation has been revised.
- Assessment Templates for the Mentor and Protégé are also available.

See The [Mentor Protege for Engineering Consultants]

Construction | Engineering

Engineering

The Engineering Mentor-Protégé Program was created in 2009 at the Illinois Department of Transportation. Please select from the following topic below to view more information.

- Learn More
- How to Get Started
- Forms

This section provides necessary forms/templates your firm will need to access/complete throughout the duration of the agreement.

Submitting a Plan

- Plan approval letter template
- Phase I Mentor Protégé Example Template
- Phase II Mentor Protégé Example Template
- Phase III Mentor Protégé Example Template

Compliance

- Mentor-Protégé Compliance Check Sheet

Reporting

- Quarterly Report
- Final Report

Required Assessments

- Mentor Assessment

NOTICE

2-26-13

This requirement is NOT a criteria for Selection.

For PTB 166 and all subsequent PTB's and related supplements:

TRAINING/APPRENTICESHIP PROGRAMS. The CONSULTANT and all CONSULTANT's subcontractors must participate in applicable apprenticeship and training programs approved by and registered with the United States Department of Labor's Bureau of Apprenticeship and Training for all on-site construction related activities, including material testing and drilling, performed by laborers, workers and mechanics. For purposes of this Agreement, engineers, architects and land surveyors are considered "professional services" as defined in Section 30-15 of the Procurement Code and are not considered laborers, workers or mechanics. With respect to material testing and drilling, these requirements do not apply where the work is performed in a county without a prevailing wage classification for material testing as provided by the Illinois Prevailing Wage Act, 820 ILCS 130/1 et seq.

For the listing of prevailing wage classifications within a county, go to The Illinois Department of Labor.

SB 51 Rules

Impacts

- Reporting is required on all communications with outside entities that do or want to do business with a state employee if the conversation is procurement specific.
- IDOT immediately recognizes the issues with reporting publically procurement conversations.
- IDOT stopped scheduling meetings with outside entities about future procurements.

SB 51 Communications Reporting Aftermath

- Two long years pass
- Firm/vendors hire and lose talent
- Firm/vendors purchase new technology
- Firm/vendors develop other relationships

SB 51 Communications Report Relief

- Senator Harmon has a task force that is looking at the procurement reform legislation to see if additional changes to the procurement laws are appropriate.
- Task force will continue their work through the summer.
- No action to date.

New Rules

- IDOT staff determines their schedule.
- Firm/vendor must provide an agenda two days before the meeting.
- Consulting firm/firm/vendor must take notes.
- All IDOT employees should also take notes.
- Outside entities must sign an OCC 2500 Form that they are aware of the communications reporting laws and will adhere to all of IDOT's policies.
- Lobbyists of firm/vendors are not prohibited from attending these scheduled meetings since no reportable discussions are to take place. Meetings with lobbyists are permissible as long as these rules are followed.
- No meetings less than two weeks before a Selection Committee Meeting or construction letting.
- All notes, the form signed by the firm/vendor and the agenda provided should be retained by the IDOT employee that scheduled the meeting.

- **Discussions are limited to:**
  - Firm/vendor personnel
  - Firm/vendor past experience
  - Work done for local agencies, other state agencies or other states
  - Technology
  - Goods or Services performed by firm/vendor

- **NO PROCUREMENT DISCUSSION – PERIOD**
  - If procurement discussions occur, we take firm/vendors notes, add ours as necessary and post them on the internet.
  - If procurement discussions occur, firm/vendor may be barred from meeting with anyone from IDOT for a year.

Notice
For

Department Manuals, Memorandums, & Rules

The following is available on our website under the Resources Link

Aeronautics Part 14 Aviation Safety Rules
Aeronautics Part 16 Airport Hazard Zoning Rules
All Bridge Designer Memoranda
Bureau of Bridges and Structures Documents, Manuals and Procedures
Bureau of Construction Current Construction Memorandums Bureau of Design and Environment Manuals & Memorandums Bureau of Land Acquisition Policies and Procedures Manual Updates
Coded Pay Items
CREATE Manuals
Land Acquisition Manual
Bureau of Local Roads Circular Letters
Bureau of Local Roads Manual
Bureau of Safety Engineering Programs, Policies & Manuals
Construction Manual
Geotechnical Documents Manuals and Procedures
Government Electronic Records Act
IDOT Drainage Manual
Illinois Highway Info System Roadway Info & Procedure Manual
Illinois Highway Info System Structure Info & Procedure Manual
Illinois Highway Info System Railroad Info & Procedure Manual
Illinois Traffic Monitoring Program
Manual on Uniform Traffic Control Devices Oversize/Overweight Permit Policy Manual Project Procedures Guide
Quality Standard for Work Zone Traffic Control Devices

To order go to Manual Sales

NOTICE
DBE FIRMS AND PROJECT GOALS

The firms noted as DBE on the List of Pre-qualified Consultants on IDOT's website are firms certified as a DBE in specified areas. List of **Prequalified Firms**.

It is the responsibility of all prime consultant firm to go to the **Illinois Unified Certification Program** web site 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 established pre-qualified areas of work the DBE firm is prequalified and 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) is verified for DBE certification.

If you have any questions on DBE certification, please contact the Office of Business and Workforce Diversity. (217) 782-5490

“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.idot.illinois.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
Of Requirement For
Illinois Department of Human Rights (IDHR)
Public Contract Number

Following selection, 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 IDHR web site link: **IDHR**. Information may also be obtained by contacting: DHR, Public Contracts Section Public Contracts Division100 W. Randolph, Suite 10-100Chicago, IL 60601or 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.

Please be aware that, as of January 1, 2010, per Public Act 096-1786, all those filing for, *or renewing,* an IDHR number, will be charged a $75.00 registration fee. Such registration will be valid for 5 years from the date of issuance.

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
Documentation of Contract Quantities Class

Since July 2008, the "Documentation of Contract Quantities" class and re-tests have been administered by the University Of Illinois - Illinois Center for Transportation, and is currently coordinated by Greg Renshaw, PE. The Illinois Center for Transportation (ICT) http://ict.illinois.edu/ is an innovative partnership between IDOT and the University of Illinois at Urbana-Champaign (UIUC). All transactions and correspondence will now be through ICT and no longer with the Illinois Department of Transportation (IDOT) Central Bureau of Construction. Fees are now being charged for all classes and retests and will be required at the time of registration.

Greg Renshaw, PE can be contacted at grenshaw@illinois.edu, phone (217)300-6375. Course and retest dates typically take place from November through April.

For consultant and local agency enrollment, as well as answers to frequently asked questions (FAQ), the "Documentation of Contract Quantities" is located at the U of I training website http://ict.illinois.edu/outreach/documentation-training/

Typically, in late September/early October the class schedule for the next fall/winter/spring's Documentation of Contract Quantities classes is posted. Also, firms can sign up for an automatic email reminder via ICT's website (see "Join Notification List") whenever new information is
posted on their website.

NOTICE OF TRAINING OPPORTUNITY
Updated 9-23-14

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.

Kathy Willenborg
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/as/idt/index.cfm**

NATIONAL HIGHWAY INSTITUTE (NHI) COURSES

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

https://www.nhi.fhwa.dot.gov/default.aspx

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

ILLINOIS CENTER FOR TRANSPORTATION

University of Illinois at Urbana-Champaign Erosion Control Research and Training Center (ECRTC).

Please visit the web-site for further information on course schedule and registration information: **http://ict.illinois.edu/outreach/erosion-control-workshop/**

For questions about registration and cancellations contact:

Trachia Wilson

Email: tstolz@illinois.edu

Phone: 217-300-3197.