

# Professional Transportation Bulletin

PTB 211

February 1, 2024

Revised: February 9, 2024

Statements of Interest are due before 12:00 p.m.  
on February 22, 2024  
Selection Date: April 17, 2024

The logo features the word "Help" in a stylized, blue, 3D font with a yellow outline, followed by an ampersand "&" in the same style. Below this, the word "INFORMATION" is written in a simple, black, sans-serif font. The entire logo is set against a yellow background and is enclosed in a blue square frame with a white border.

**Help &**  
INFORMATION

The logo consists of the text "Check this out" in a white, sans-serif font at the top. Below the text is a circular graphic with a yellow background and a blue border. Inside the circle, there is a black checkmark and a clock face with a hand pointing to the 12 o'clock position. A curved arrow points from the bottom left towards the center of the circle.

Check this out

**ILLINOIS DEPARTMENT OF TRANSPORTATION**

2300 South Dirksen Parkway, Springfield, Illinois 62764

# CONTENTS

---

NOTICE OF REVISIONS.....	3
CONTACT INFORMATION .....	4
TENTATIVE SCHEDULE.....	5
NOTICES .....	6
INTRODUCTION.....	12
SUBMITTING A STATEMENT OF INTEREST .....	14
LISTING OF ADVERTISEMENTS .....	17
RECURRING NOTICES .....	143

# NOTICE OF REVISIONS

## Professional Transportation Bulletin Revisions

Selection Date: April 17, 2024

---

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: **Friday, February 9, 2024**

- **Item 2:** Modified the Value Engineering requirements.
- **Item 12:** Modified the Geotechnical Service category requirements.
- **Item 19:** Modified the requirements.

# CONTACT INFORMATION

## State of Illinois

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 (PTB) 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](mailto: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** ([view map of regions](#))

---

**Region 1: Mr. Jose Rios**

*District 1*  
201 West Center Court  
Schaumburg, IL 60196

---

**Region 2: VACANT**

<i>District 2</i> 819 Depot Avenue Dixon, IL 61021	<i>District 3</i> 700 East Norris Drive P.O. Box 697 Ottawa, IL 61350
--	--

---

**Region 3: Mr. Kensil Garnett**

<i>District 4</i> 401 Main Street Peoria, IL 61602	<i>District 5</i> Route 133 West P.O. Box 610 Paris, IL 61944
--	--

---

**Region 4: Mr. Jeffrey Myers**

<i>District 6</i> 126 East Ash St. Springfield, IL 62704	<i>District 7</i> 400 West Wabash Effingham, IL 62401
--	---

---

**Region 5: Mr. Kirk Brown**

<i>District 8</i> 1102 Eastport Plaza Drive Collinsville, IL 62234	<i>District 9</i> State Transportation Building P.O. Box 100 Carbondale, IL 62903
--	--

# TENTATIVE SCHEDULE

## For Professional Transportation Bulletins

ACTIVITY	PTB 211	PTB 212	PTB 213	PTB 214	PTB 215	PTB 216
PUBLISH PTB	02/01/24	05/02/24	08/01/24	10/31/24	01/30/25	05/01/25
<b>**STATEMENTS OF INTEREST DUE</b>	<b>02/22/24</b>	<b>05/23/24</b>	<b>08/22/24</b>	<b>11/21/24</b>	<b>02/20/25</b>	<b>05/22/25</b>
SELECTION MEETING	04/17/24	07/17/24	10/16/24	01/15/25	04/16/25	07/16/25

**\*\* Statements of interest for the current PTB 211 must be RECEIVED between:**

**Publish Date 02/01/24 & 02/22/24 (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.

# NOTICES

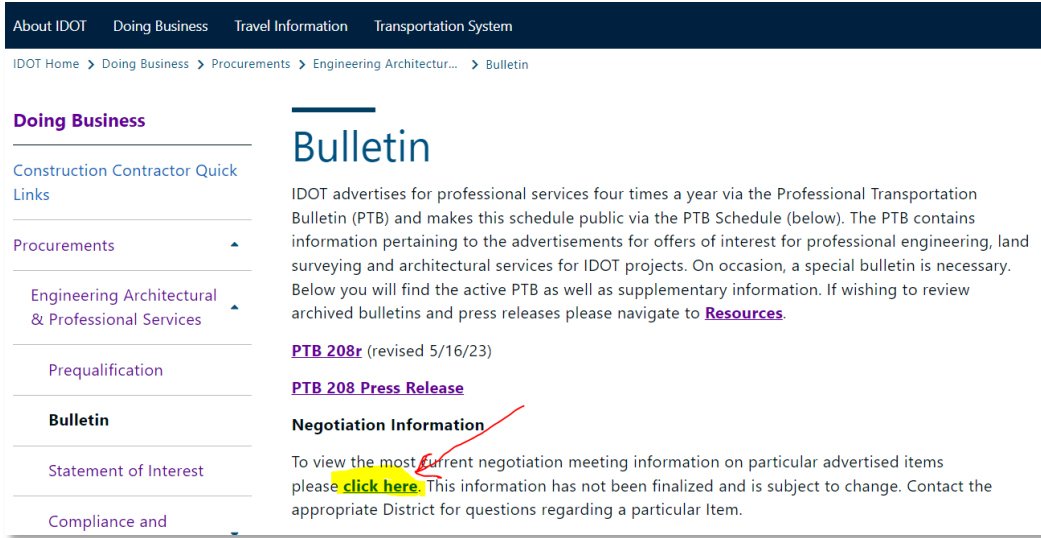
---

The following are changes, updates, or information that the department wishes to share with firms.

Negotiation Information Site.....	7
Per Diem and Mileage Updates .....	8
Land Acquisitional Services .....	9
EPAS Updates.....	10
Salary Cap.....	11

# Negotiation Information Site

To view the most current negotiation meeting information on particular advertised items please navigate to the IDOT website under the “Bulletin” tab: [Negotiation Information](#). This information has not been finalized and is subject to change. It is strongly recommended that firms check this site **daily** for updates.



The following is a list of items for the current PTB and the respective district/bureau advertising them:

LOCATION		CONTACT	ITEM(S)
Region 1	District 1	Jose Rios	1 - 20
Region 2	District 2	<b>VACANT</b>	21 - 22
Region 2	District 3	<b>VACANT</b>	23 - 26
Region 3	District 4	Kensil Garnett	27
Region 4	District 5	Kensil Garnett	28
Region 5	District 8	Kirk Brown	29 - 34
Region 5	District 9	Kirk Brown	35 - 39
Bureau of Design & Environment		Jack Elston	40 - 41
Bureau of Land Acquisition		Justan Mann	42
Bureau of Railroads		Velicia Goode	43
Office of Programming and Planning		Holly Bieneman	44

# Per Diem and Mileage Updates

Implemented: January 1, 2024

---

As of January 1, 2024, the State of Illinois' mileage reimbursement rate for the use of personal vehicles will increase from 65.5 cents per mile to 67 cents per mile effective January 1, 2024.

The Department has been advised by the Governor's Travel Control Board (GTCB) that effective January 1, 2024, State travel reimbursement rates for lodging and mileage for automobile travel, as well as allowances for meals and per diem, shall be set at the maximum rates established by the federal government for travel expenses, subsistence expenses, and mileage allowances under 5 U.S.C. 5701 through 5711.

Additional information about Travel Rules and Regulations is available at [Travel Guide for State Employees](#) and at [Travel Reimbursement Schedule](#).



# Land Acquisition Services

Implemented: November 2, 2023

---

Public Act 103-0511 was enacted on August 4, 2023, and amends the Architectural, Engineering, and Land Surveying Qualifications Based Selection Act (QBS Act) 30 ILCS 535/1 et seq. by including in the definition of “project” any land acquisition conducted by either the Illinois Department of Transportation (IDOT) or the Illinois Toll Highway Authority and that requires architectural, engineering, or land surveying services. IDOT land acquisition services contracts previously procured through an invitation for bid (IFB) process are now subject to the QBS Act and will be advertised and selected using the Land Acquisition Bulletin

**Please note:** that when you login to EPAS you will see two bulletins that are active, be sure to select the appropriate bulletin you are applying for:

[+ Start SOI #: 801](#) [+ Start SOI #: 210](#)

# EPAS Updates

Implemented: August 1, 2023

The following changes were implemented into EPAS:

## 1. Performance Evaluation Contact

The Performance Evaluation Contact used to be a separate field under “Corporate Details”, which is now moved to the main table under “Corporate Profile”.

This information is required and only one contact can be listed.

Contact Type	Full Name	Address	Phone	Phone Ext	Email	
Financial	Ms. Jenni LeSeure	123 Here and There, Springfield, IL 62764	(217) 782-6916		Jenni.LeSeure@illinois.gov	Edit Delete
Main	Ms. Jenni LeSeure	123 Here and There, Springfield, IL 62764	(217) 782-6916		Jenni.LeSeure@illinois.gov	Edit Delete

A Performance Evaluation Contact type must be entered before submitting the Application.

## 2. Insurance Certificate

As many firms are aware, the SEFC can be locked in review for months and unable to update the Insurance Certificate. To ensure we have the latest copy of insurance on file for invoicing purposes, we created an attachment under the “Invoices” arm in EPAS.

If you have access to this arm (it is a permission layer) you will now be able to see a tab “Current Insurance Certificate” where you can upload an updated copy when ever you need to. This is not retained, but just a fluid document. The SEFC will hold the historical copies for claim purposes. This copy is just for the District Project Managers and Central Office, instead of emailing multiple copies to various individuals throughout IDOT.

EPAS Home

**Invoices**

Reports

User Administration

News

**ABC Corp.**

**Firm Invoices**

Invoices **Current Insurance Certificate**

Current Insurance Certificate:

## Salary Cap

Published: February 2, 2023

---

Effective February 2, 2023, the salary cap for projects on PTB 185 and after has been increased to \$86/hr for the purpose of estimating fee. This new salary cap can be utilized on any Prime or Supplement, PTB 185 and after, proposal package submitted to the Department on or after this date.

**Any proposal package submitted before this date will utilize the \$78/hr cap and cannot be resubmitted.**

# INTRODUCTION

## State of Illinois

Department of Transportation  
2300 South Dirksen Parkway  
Springfield, Illinois 62764

### Professional Transportation Bulletin 211 Publish: February 1, 2024

---

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

A notification of the Professional Transportation Bulletin (PTB) being published is sent to each professional consultant on IDOT's subscription server list. To subscribe please follow these [instructions](#). A Professional firm who is not prequalified may obtain the necessary information and forms to become prequalified from the IDOT website 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 (SOI) for the project through the [Engineering Prequalification and 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 submitted electronically to the central Bureau of Design and Environment, through **EPAS, prior to:**

**12:00 p.m. Central Standard time: February 22, 2024**  
**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).

# SUBMITTING A STATEMENT OF INTEREST

---

## Prequalification

The firm acting as the prime must be prequalified in all 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.

## Submitting

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](mailto:DOT.ConsultantServices@illinois.gov) to establish an account.

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.

The EPAS instruction manual is located on the IDOT Website under Resources: Manuals & Guides: [EPAS Manual](#)

## Things to Consider

- Firm Interest and Photos**
  - A brief statement of the firm's interest in performing the work. This *shall not* exceed 2 pages, if it exceeds the 2 page limit, the submittal will not be accepted for that particular item.
  - Organization chart shall be required.
  - Only include a Project Understanding and Approach *if it is* requested within advertisement.
  
- Exhibit A**
  - Only list the required key personnel that are requested within the advertisement. Ensure 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. Resumes *shall not* exceed 2 pages and must be relevant to the expertise required for the specific project.
  - 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.
- Exhibit B**  
EPAS prompts the user to complete form B when it is required for Projects involving:
- Location Design Studies (Reconstruction/Major Rehabilitation)
  - Location Design Studies (New Construction/Major Reconstruction)
  - Environmental Reports (Environmental Assessment)
  - Environmental Reports (Environmental Impact Statements)
- Project Experience #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.
- PDF *shall not* exceed 20 pages.
- Project Experience #4**
- Unless additional information is required within the advertisement this field should be blank. Teaming Agreements if applicable should be included here.
- Project Experience #5: Consultant's Exhibit A**
- Ensure the printed Exhibit A has a signature (**can be electronic**)
- Project Experience #6: Subconsultant Utilization Form**
- Include the Subconsultant Utilization Plan.
  - Signatures are **not** required to be completed at SOI time.
  - Subconsultant Utilization Plan must include and match the Exhibit A subs, categories, and estimated percent of work.
  - Subconsultant Utilization Plan is required to be completed if **selected**.
- Current Obligations**
- This information is an on-line application in EPAS, it is **NOT** a separate document.
  - It must be completed before you submit the Statements of Interest.
  - Must be entered in **thousands (000's) not in whole numbers** else your firm will appear to be over capacity.

□ **Delinquent Debt**

- This 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.
- Form can be generated and printed through the EPAS application.

## **Requirements**

Exhibit A, Exhibit B (when applicable), the Current Obligations, and Delinquent Debt Certification, are required to be submitted in order to be considered for selection.



# LISTING OF ADVERTISEMENTS

## PTB 211

---

ITEM	COUNTY	DESCRIPTION
<hr/> <b>Region 1/District 1</b> <hr/>		
1	VARIOUS	Job No. D-91-157-24, Various Phase II Projects, Various Routes, Various Counties, Region One/District One.
2	VARIOUS	Job No. D-91-161-24, Various Phase II Projects and Value Engineering, Various Routes, Various Counties, Region One/District One.
3	DUPAGE	Job No. C-91-612-11, IL 56 (Butterfield Rd): IL 53 to I-355, Phase III Project, DuPage County, Region One/District One.
4	VARIOUS	Job No. V-91-008-24, Various Construction Inspectors, Phase III Project, Various Counties, Region One/District One.
5	COOK	Job No. C-91-243-21, I-290 at Ashland Ave (Overhead), Phase III Project, Cook County, Region One/District One.
6	COOK	Job No. C-91-215-17, East Ave at 47th Street, Phase III Project, Cook County, Region One/District One.
7	MCHENRY	Job No. V-91-011-24, IL 173: Alden Rd to Madison Ave, Phase III Project, McHenry County, Region One/District One.
8	COOK	Job No. C-91-378-19, I-90 at Foster Ave, Phase III Project, Cook County, Region One/District One.
9	KANE	Job No. V-91-010-24, US 20: E of Grace St to E of Lavoie Ave/Nesler Rd to Weld Rd/Longcommon Pkwy, Phase III Project, Kane County, Region One/District One.
10	VARIOUS	Job No. MT-91-001-24, Various Phase III Projects, Various Routes, Various Counties, Region One/District One.
11	VARIOUS	Job No. P-91-031-24, Various Phase I Studies, Various Routes, Various Counties, Region One/District One.
12	COOK	Job No. D-91-028-19, Winnetka Road from West Frontage Road to Lagoon Drive, Phase II Project, Cook County, Region One/District One.

<b>ITEM</b>	<b>COUNTY</b>	<b>DESCRIPTION</b>
13	VARIOUS	Job No. V-91-009-24, Various Construction Inspectors, Phase III Project, Various Counties, Region One/District One.
14	WILL	Job No. D-91-093-22, I-55 at Airport Road/Lockport Street Phase II Project, Will County, Region One/District One.
15	VARIOUS	Job No. D-91-158-24, Various Phase II Projects, Various Routes, Various Counties, Region One/District One.
16	VARIOUS	Job No. V-91-007-24, Various CMMS Construction/Material Documentation, Phase III Project, Various Counties, Region One/District One.
17	WILL	Job No. D-91-164-24, I-55 at Illinois Route 126 Phase II Project, Will County, Region One/District One.
18	VARIOUS	Job No. P-91-030-24, Various Phase I Projects, Various Routes, Various Counties, Region One/District One.
19	COOK	Job No. S-91-001-24, FAI 290 (Eisenhower Expressway) from West of Mannheim Road to Racine Avenue Design Corridor Management, Phase II Project, Cook County, Region One/District One.

---

**Region 2/District 2**

20	VARIOUS	Job No. V-92-006-24, Various Phase III Projects, Various Routes, Various Counties, Region Two/District Two.
21	VARIOUS	Job No. P-92-007-24, Various Phase I/II Projects, Various Routes, Various Counties, Region Two/District Two.

---

**Region 2/District 3**

22	VARIOUS	Job No. P-93-005-24, Various Phase I/II Projects, Various Routes, Various Counties, Region Two/District Three.
23	VARIOUS	Job No. P-93-006-24, Various Phase I/II Projects, Various Routes, Various Counties, Region Two/District Three.
24	KENDALL	Job No. P-93-007-24/D-93-071-08, Illinois 126 from Illinois 71 to the Will County Line, Phase I/II Project, Kendall County, Region Two/District Three.
25	VARIOUS	Job No. V-93-001-25, Various, Phase III Project, Various Counties, Region Two/District Three.

ITEM	COUNTY	DESCRIPTION
<b>Region 3/District 4</b>		
26	PEORIA	Job No. D-94-009-20, IL Route 29 from north of U.S. Route 150 in Peoria to north of Gardner Lane in Peoria, Phase I/II Project, Peoria County, Region Three/District Four.
<b>Region 3/District 5</b>		
27	VARIOUS	Job No. P-95-031-23, Various Phase I/II Projects, Various Routes, Various Counties, Region Three/District Five.
<b>Region 5/District 8</b>		
28	VARIOUS	Job No. P-98-024-24, Various Phase I/II Projects, Various Routes, Various Counties, Region Five/District Eight.
29	VARIOUS	Job No. P-98-023-24, Various Phase I/II Land Surveying - Project Management Projects, Various Routes, Various Counties, Region Five/District Eight.
30	RANDOLPH	Job No. P-98-021-24, Various Phase I and/or II engineering projects, FAP 861 (IL 4/150), Randolph County, Region Five/District Eight.
31	MADISON	Job No. P-98-029-23, IL Route 203 from Maverick Drive to Eagle Park Road, Phase I Project, Madison County, Region Five/District Eight.
32	VARIOUS	Job No. P-98-025-24, Various Phase I/II Projects, Various Routes, Various Counties, Region Five/District Eight.
33	VARIOUS	Job No. P-98-022-24, Various Phase I/II Surveying Projects, Various Routes, Various Counties, Region Five/District Eight.
<b>Region 5/District 9</b>		
34	VARIOUS	Job No. V-99-001-24, Various Phase III Projects, Various Routes, Various Counties, Region Five/District Nine.
35	JEFFERSON	Job No. C-99-074-24, IL Route 15, I-57/I-64 Interchange Mt. Vernon, Phase III Project, Jefferson County, Region Five/District Nine.
36	VARIOUS	Job No. P-99-018-24, Phase I/II Bridge Bundling, Structure Replacements, Various Routes, Various Counties, Region Five/District Nine
37	VARIOUS	Job No. RM-99-001-24, Various Phase I/II Projects, Various Routes, Various Counties, Region Five/District Nine.
38	VARIOUS	Job No. P-99-019-24, Various Phase I/II Projects, Various Routes, Various Counties, Region Five/District Nine.

ITEM	COUNTY	DESCRIPTION
<b>Bureau of Design &amp; Environment</b>		
39	VARIOUS	Job No. P-30-002-24, Various Regulated Substances Studies, Surveys and Designs Statewide, Various Routes, Various Counties, Bureau of Design and Environment.
40	VARIOUS	Job No. P-30-001-25, Various Phase I/II Projects, Various Routes, Various Counties, Bureau of Design & Environment.
<b>Bureau of Land Acquisition</b>		
41	SANGAMON	Job No. R-55-001-15, Various Support and Engineering Management for Various Land Acquisition Projects, Central Bureau of Land Acquisition.
<b>Bureau of Railroads</b>		
42	VARIOUS	Job No. P-20-001-24, Various Phase I/II/III Projects, Various Routes, Various Counties, Bureau of Railroads.
<b>Office of Programming and Planning</b>		
43	VARIOUS	Job No. P-75-001-24, Owner's Representative Services, Various Projects, Bureau of Innovative Project Delivery.

1. **Job No. D-91-157-24, Various Phase II 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 **April 24, 2024, at 10:00 AM** at the **Region One/District One Office in Schaumburg**.

Services will be required under this contract to provide staffing support to help the various divisions in the Bureau of Land Acquisition and for various land surveying projects throughout District One. Consultants will be responsible for supplying the necessary staff as required by the department. The staffing may include but not be limited to Land Surveyors, Engineers, Survey Technicians, CADD, Real Estate Specialists and GIS Technicians.

The department will furnish the Consultant with applicable department policies and procedures. The department will also furnish the Consultant with the proposed ROW requirements from Programming/Design, proposed alignment data (preferably CADD file if available), current title commitments, existing ROW plats from P&P archives, checklist, and cover sheets.

The Consultant's work for land surveying projects shall include field and office resources to prepare statutory plats of highways (Plats of Excess Parcel, Easement, Dedication and Plats of Survey may also be requested), legal descriptions, title commitment review, preparation of Title Commitment Parcel Summary Sheets and field staking in accordance with the current Land Acquisition Policies and Procedures Manual. A copy of the current manual can be found on the IDOT website under Resources/Manuals & Guides. Some GIS and database work may also be required. The Consultant must also have a current QA/QC plan in place to review internal work as well as assigned Subconsultant projects.

Projects or tasks requiring CADD are anticipated to be completed using 3D modeling utilizing Bentley's Open Roads Designer software and our current CADD environment in accordance with the latest IDOT Computer Aided Design, Drafting, Modeling and Deliverables (CADD) Manual.

Work orders under the blanket agreement will be negotiated and authorized by the department on an as-needed basis.

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
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	15

The estimated engineering fee for this project is \$5,000,000. 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 documents (must be an Illinois Licensed Land Surveyor).
- The person who will perform the QC/QA review work of all milestone submittal documents (must be an Illinois Licensed Land Surveyor with adequate Plat of Highways review experience).

The Statements of Interest must also **include**:

- The Consultant's relevant projects completed by the firm within the past ten (10) years by members of the Consultant's' key personnel listed in the SOI. Do not include more than ten (10) relevant projects.

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

Statements of Interest, including resumes of only 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).

**2. Job No. D-91-161-24, Various Phase II Projects and Value Engineering, Various Routes, Various Counties, Region One/District One.**

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**.

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 **April 22, 2024, at 10:00 AM** at the **Region One/District One Office in Schaumburg**.

Phase II engineering services are required for work related to contract plan preparation for road and bridge improvements, development of specifications and estimates, value engineering, plan review and surveying on various projects in District One.

Work Orders may include the preparation of contract plans for various projects involving roadway, bridge repairs and improvements, drainage improvement plans, preparation of miscellaneous roadway plans and structure details, lighting plans, traffic signal plans, ADA ramp details, review of plans by consultants and local agency consultants for roadway and rehabilitation projects, obtaining pavement composition cores for resurfacing projects and geotechnical borings for structure designs and providing supplemental field and bridge deck surveying for various projects. The primary focus on the scope for the work orders will be contract plan preparation for roadway related projects.

Work orders for value engineering studies (VE) will include approximately five (5) assignments of various projects throughout the District for use primarily on Phase I and Phase II projects. The Consultant will assemble a multi-disciplined project VE Team of approximately five (5) – seven (7) people. The VE team is to be led by an individual with experience in roadway and bridge design that has attended the National Highway Institute course on Value Engineering or has equivalent experience in the preparation of VE studies. The VE team will use brainstorming techniques to develop good alternatives to the proposed project design, generating a large and creative list of potential solutions to items identified in the Investigation and Analysis phases. The VE Team should be structured so there is appropriate expertise to evaluate the major problem areas anticipated within the project. In addition to technical discipline such as design, construction, and environmental, the VE team must possess experience in construction cost estimation and cost-benefit analysis. The VE team must also have CADD micro-station capability to develop, analyze, and propose modifications within the VE time schedule. “Read-Only” CADD files in Micro-Station format will be made available to the VE team. The Consultant will be expected to develop the VE work plan for projects assigned by the department. The plan shall as a minimum include step, methodology, criteria, timing, and deliverables.

The department will furnish the Consultant with available microfilm, pavement patching survey, bridge repair notes and other available information for contract plan preparation. For value engineering studies, the department will furnish the Consultant with available roadway plans, microfilm of old plans, project reports, traffic data, soils reports, hydraulic reports, location drainage studies, bridge condition reports and other information as available. The VE team leader is to coordinate with the department on specific needs for the particular project.

Projects or tasks requiring CADD are anticipated to be completed using 3D modeling utilizing Bentley’s Open Roads Designer software and our current CADD environment in accordance with the latest IDOT Computer Aided Design, Drafting, Modeling and Deliverables (CADD) Manual. Work orders under the blanket agreement will be negotiated and authorized by the department on an as-needed basis.

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	25
Firms understanding/method of accomplishing project requirements	15

The estimated engineering fee for this project is \$3,000,000. The completion date for this contract will be 60 months after authorization to proceed.

The estimated construction cost for this project is \$300,000 to \$3,000,000.

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 duties of the Structural Engineer, and who will be in charge of the structure plan preparation (must be an Illinois Licensed Structural Engineer). In addition, the staff performing this work must be identified.
- The person(s) who will be in charge of surveys (must be an Illinois Licensed Land Surveyor). The **Special Services (Surveying)** 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 person who will perform the responsibilities of being the Value Engineering Team Leader. This person must have attended the National Highway Institute (NHI) course on Value Engineering or have equivalent experience in the preparation of VE Studies. A Value Methodology Associate (VMA) or Certified Value Specialist (CVS) is preferred but not required. The Value Engineering Team Leader may be completed by the Sub and/or Prime Consultant.



- The supporting VE team members in the following critical areas: highway design, highway planning (must be an Illinois Licensed Professional Engineer), environment, structures, soils, hydraulic and traffic signal design.
- The supporting VE team member working in the structure critical area (must be an Illinois Structural Engineer).

The Statements of Interest must also **include**:

- A Project Understanding and Approach, describing in detail on how the Consultant will accomplish the work, including any work that would be performed by a Subconsultant(s).
- The Consultant's relevant projects completed by the firm within the past ten (10) years by members of the Consultant's' key personnel listed in the SOI. Do not include more than ten (10) relevant projects.

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

**Highways (Roads and Streets)**

**Structures (Highway: Typical)**

Statements of Interest, including resumes of only 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).

3. **Job No. C-91-612-11, IL 56 (Butterfield Rd): IL 53 to I-355, Phase III Project, DuPage County, Region One/District One.**

This project may contain **Federal Funds**.

This project requires **26% 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 **May 2, 2024, at 8:30 AM** at the **Region One/District One Office in Schaumburg**.

Phase III engineering services are required to provide construction engineering for subject improvement. Work includes, but is not limited to, reconstruction of the intersection of IL 53 & IL 56 and all four roadway approaches to provide three 12-foot lanes in each direction along IL 56 to increase capacity from the current two 12-foot lane configuration. East of the IL 56 reconstruction limits, resurfacing of IL 56 will be performed from Lloyd Ave. to I-355. The scope on IL 53 includes pavement reconstruction and both raised and striped medians. Additionally, dual left turn lanes and one right turn lane will be constructed at each leg on the IL 56 and IL 53 intersection. The project also includes deck replacement with a single beam replacement of the existing bridge over the East Branch of the DuPage River on IL 56, removal of existing north sidewalk on the bridge, addition of a south sidewalk, the removal of existing pile supported approach slabs and replacement with full width approach slabs. The existing storm sewer and drainage system will be removed and replaced which includes multiple box culverts along the south side of IL 56 from Arboretum Road to IL 53. The project will include pedestrian accommodations along with a proposed pedestrian bridge over the East Branch DuPage River on the north side of IL 56 to serve pedestrians and bicycles access to the adjacent Park District facilities. A 500-foot-long Ground Mounted Noise Abatement Wall will be constructed along IL 56 from Gray Avenue to Bob O'Link Road. The proposed improvements will require modernization of existing traffic signals at the intersections of IL 56 / IL 53 and IL 56 / Lloyd Avenue as well as two interconnect systems to provide traffic flow progression. Lastly, a single-unit residence at the northwest corner of IL 53 and Arboretum Road will be demolished. Any and all incidental work necessary to complete the project.

The following structures are included in this project:

- S.N. 022-0057: Existing IL Route 56 over the East branch of the DuPage River
- S.N. 022-8301: New IL Route 56 over the East branch of the DuPage River

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 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, 2026. 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:

- The Liaison Engineer (Illinois Licensed Professional Engineer is preferred).
- The Assistant Engineer.
- The Materials Coordinator.
- The Survey Chief.
- The Materials QA Technician/Inspector(s). Include specific details of aggregate source certification, bituminous, and/or PCC QC/QA training, and details of experience with materials inspection.
- The Document Technician. (The person actively performing the documentation on the project must possess a current IDOT Construction Documentation certificate. Include the Documentation Certificate Number for IDOT). If selected this individual will be required to obtain Construction & Materials Management System (CMMS) training.

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 only 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).

4. **Job No. V-91-008-24, Various Construction Inspectors, Phase III Project, Various Counties, Region One/District One.**

This project requires **26% 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 **May 2, 2024, at 12:00 PM** at the **Region One/District One Office in Schaumburg**.

Phase III engineering services are required to provide construction engineering for subject improvement. Work includes, but is not limited to, services 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 2024 and 2025 and 2026 (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.

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 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 completion date for this contract will be 18 months after authorization to proceed.

The estimated construction cost for this project is 1,000,000.

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 (an Illinois Licensed Professional Engineer is preferred).
- The Construction Inspector(s) (with current IDOT Construction Documentation certificate).

- The person(s) performing the Construction Inspection.

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 only 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. C-91-243-21, I-290 at Ashland Ave (Overhead), Phase III Project, Cook County, Region One/District One.**

This project may contain **Federal Funds**.

This project requires **26% 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 **May 2, 2024, at 10:30 AM** at the **Region One/District One Office in Schaumburg**.

Phase III engineering services are required to provide construction engineering for subject improvement. Work includes, but is not limited to, superstructure replacement, substructure repairs, adjacent roadway resurfacing as needed, Bridge Underdeck and roadway lighting, overhead sign structure replacement. Any and all incidental work necessary to complete the project.

The following structure is included in this project, S.N. 016-0783: Ashland Ave over FAI 290.

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 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 July 25, 2025. 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:

- The Liaison Engineer (Illinois Licensed Professional Engineer is preferred).
- The Assistant Engineer.
- The Materials Coordinator.
- The Survey Chief.

- The Materials QA Technician/Inspector(s). Include specific details of aggregate source certification, bituminous, and/or PCC QC/QA training, and details of experience with materials inspection.
- The Document Technician. (The person actively performing the documentation on the project must possess a current IDOT Construction Documentation certificate. Include the Documentation Certificate Number for IDOT). If selected this individual will be required to obtain Construction & Materials Management System (CMMS) training.

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 only 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).

6. **Job No. C-91-215-17, East Ave at 47th Street, Phase III Project, Cook County, Region One/District One.**

This project may contain **Federal Funds**.

This project requires **26% 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 **May 2, 2024, at 11:00 AM** at the **Region One/District One Office in Schaumburg**.

Phase III engineering services are required to provide construction engineering for subject improvement. Work includes, but is not limited to, installation of traffic signals at the intersection, pavement marking updates to provide more vehicular storage west and south of the IHB tracks, and installation of new sidewalk for improved pedestrian access to the nearby park. The proposed work also includes drainage improvements to increase the roadways' stormwater drainage capacity, helping address existing flooding issues. Proposed lighting improvements will include combination lighting at the intersection of East Ave. and 47th Street, retrofitting select existing lighting with LED luminaires throughout the project limits, and proposed lighting at various locations. Any and all incidental work necessary to complete the project.

The following structures are included in this project:

- S.N. 016-C018: New Culvert along 47<sup>th</sup> St from East Ave to Deyo Ave
- S.N. 016-C019: New Culvert along 47<sup>th</sup> St from Deyo Ave to ditch headwall at Plainfield Rd

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 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, 2025. 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:

- The Liaison Engineer (Illinois Licensed Professional Engineer is preferred).
- The Assistant Engineer.
- The Materials Coordinator.
- The Survey Chief.
- The Materials QA Technician/Inspector(s). Include specific details of aggregate source certification, bituminous, and/or PCC QC/QA training, and details of experience with materials inspection.
- The Document Technician. (The person actively performing the documentation on the project must possess a current IDOT Construction Documentation certificate. Include the Documentation Certificate Number for IDOT). If selected this individual will be required to obtain Construction & Materials Management System (CMMS) training.

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 only 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).

7. **Job No. V-91-011-24, IL 173: Alden Rd to Madison Ave, Phase III Project, McHenry County, Region One/District One.**

This project may contain **Federal Funds**.

This project requires **26% 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 **May 2, 2024, at 10:00 AM** at the **Region One/District One Office in Schaumburg**.

Phase III engineering services are required to provide construction engineering for subject improvement. Work includes, but is not limited to, standard overlay, milled rumble strip, drainage, grading and RR Flagger. Any and all incidental work to complete 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 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 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, 2024. 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:

- The Liaison Engineer (Illinois Licensed Professional Engineer is preferred).
- The Assistant Engineer.
- The Materials Coordinator.
- The Survey Chief.
- The Materials QA Technician/Inspector(s). Include specific details of aggregate source certification, bituminous, and/or PCC QC/QA training, and details of experience with materials inspection.

- The Document Technician. (The person actively performing the documentation on the project must possess a current IDOT Construction Documentation certificate. Include the Documentation Certificate Number for IDOT). If selected this individual will be required to obtain Construction & Materials Management System (CMMS) training.

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 only 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).

8. **Job No. C-91-378-19, I-90 at Foster Ave, Phase III Project, Cook County, Region One/District One.**

This project may contain **Federal Funds**.

This project requires **26% 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 **May 2, 2024, at 9:00 AM** at the **Region One/District One Office in Schaumburg**.

Phase III engineering services are required to provide construction engineering for subject improvement. Work includes, but is not limited to, removal and replacement of the Foster Avenue bridge over I-90 S.N. 016-1100 (Exist.) with S.N. 016-1669 (Prop.), which will improve vertical clearance. The work includes a new center pier located in line with the WB I-90 median barrier wall, roadway reconstruction and resurfacing. Other items of work include ADA ramps, intersection channelization, traffic signal modernization at the WB I-90 exit and entrance ramps, underpass and roadway lighting, drainage improvements along I-90 and Foster Avenue, retaining wall repairs, pavement markings, and incidental and collateral work necessary to complete the improvements as shown in the plans.

The following structures are included in this project:

- S.N. 016-1100: Existing Foster Ave bridge over I90
- S.N. 016-1669: New Foster Ave bridge over I-90

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 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 November 30, 2025, plus 5 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:

- The Liaison Engineer (Illinois Licensed Professional Engineer is preferred).
- The Assistant Engineer.
- The Materials Coordinator.
- The Survey Chief.
- The Materials QA Technician/Inspector(s). Include specific details of aggregate source certification, bituminous, and/or PCC QC/QA training, and details of experience with materials inspection.
- The Document Technician. (The person actively performing the documentation on the project must possess a current IDOT Construction Documentation certificate. Include the Documentation Certificate Number for IDOT). If selected this individual will be required to obtain Construction & Materials Management System (CMMS) training.

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 only 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).

9. **Job No. V-91-010-24, US 20: E of Grace St to E of Lavoie Ave/Nesler Rd to Weld Rd/Longcommon Pkwy, Phase III Project, Kane County, Region One/District One.**

This project may contain **Federal Funds**.

This project requires **26% 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 **May 2, 2024, at 9:30 AM** at the **Region One/District One Office in Schaumburg**.

Phase III engineering services are required to provide construction engineering for the subject improvement. Work includes, but is not limited to, pavement reconstruction and widening, drainage improvement, sign structures and signing, lighting, noise abatement walls, superstructure replacement and deck widening, pavement rehabilitation and widening, resurfacing, drainage, intersection/channelization, traffic signal, and safety improvements. Any and all incidental work to complete the project.

The following structures are included in this project:

- S.N. 045-0006: US 20 over St. Charles Street
- S.N. 045-0007: US 20 over Liberty Street/IL 25
- S.N. 016-0217: US 20 over Poplar Creek

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 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 15, 2025. 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:

- The Liaison Engineer (Illinois Licensed Professional Engineer is preferred).
- The Assistant Engineer.

- The Materials Coordinator.
- The Survey Chief.
- The Materials QA Technician/Inspector(s). Include specific details of aggregate source certification, bituminous, and/or PCC QC/QA training, and details of experience with materials inspection.
- The Document Technician. (The person actively performing the documentation on the project must possess a current IDOT Construction Documentation certificate. Include the Documentation Certificate Number for IDOT). If selected this individual will be required to obtain Construction & Materials Management System (CMMS) training.

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 only 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).

10. **Job No. MT-91-001-24, Various Phase III Projects, Various Routes, Various Counties, Region One/District One.**

This project requires **33% 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 **April 25, 2024, at 10:00 AM** 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.

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.

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.

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



Work orders under the blanket agreement will be negotiated and authorized by the department on an as-needed basis.

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	15
Proposed DBE use	5
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, Automatic Asphalt Extractor, MITSCAN, etc.	10

The estimated engineering fee for this project is \$2,500,000. 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 Materials Laboratory, which must be prequalified in **Special Services (Quality Assurance HMA & Aggregate)** and **Special Services (Quality Assurance PCC & Aggregate)**.
- 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/Inspector(s). Include specific details of aggregate source certification, bituminous, and/or PCC QC/QA training, and details of experience with materials inspection.
- 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 ten (10) years is required. Include the Documentation Certificate Number for IDOT).
- Technical Office Staff.

The Statements of Interest must also **include**:

- A Project Understanding and Approach, describing in detail on how the Consultant will accomplish the work, including any work that would be performed by a Subconsultant(s).
- The Consultant's relevant projects completed by the firm within the past ten (10) years by members of the Consultant's' key personnel listed in the SOI. Do not include more than ten (10) relevant projects.

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 only 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).

11. **Job No. P-91-031-24, Various Phase I Studies, Various Routes, Various Counties, Region One/District One.**

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 **0.035**.

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 **April 26, 2024, at 1:00 PM** at the **Region One/District One Office in Schaumburg**.

Phase I engineering services are required for the preparation of various preliminary engineering and environmental studies throughout District One. The work may include new Phase I studies for intersections, small highway segments, bridges, and/or assisting the department in completing on-going Phase I studies and tasks. In addition, the work may include designing ADA/PROWAG compliant design details for resurfacing improvements to assist in expediting contract schedules.

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

The department will furnish the Consultant with any relevant and available information such as crash data, existing and projected traffic data, utility coordination, and right-of-way data, as well as archaeological, historical, wetland, and special waste survey coordination.

The Consultant will be expected to perform work similar to an IDOT Project Manager/Squad Leader and Staff, and report to the In-House Studies Unit Head. The Consultant may be expected to perform work in the district office as needed. The Consultant's work may include data collection, preparation of base maps and mosaics, geometric studies, safety studies including crash analyses, capacity analyses including intersection design studies, route and/or stream surveys, project reports anticipated to be processed as Categorical Exclusions, bridge inspections and condition reports, drainage studies including Hydraulic Reports, cost estimates, public involvement, and all other related work necessary to complete various Phase I studies and tasks. The Consultant may also be required to assist the district in reviewing, overseeing, tracking, and prioritizing projects being performed by IDOT personnel and other consultants. The Consultant staff must be knowledgeable in ADA/PROWAG requirements and may be expected to assist the District with field data collection as well as manage, process, and monitor data collected and incorporate it into GIS and/or IRIS compatible databases.

These projects are anticipated to be completed using 3D terrain modeling utilizing Bentley's Open Roads Designer in accordance with the latest IDOT Computer Aided Design, Drafting, Modeling and Deliverables (CADD) Manual.

Work orders under the blanket agreement will be negotiated and authorized by the department on an as-needed basis.

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	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	20

The cumulative construction cost of these projects is anticipated to be in excess of \$20,000,000. 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 & B** for this project must include:

- The person who will perform the duties of Project Engineer and Project Manager, that individual in charge who is directly involved in the development of the work documents (must be an Illinois Licensed Professional Engineer).
- The person who will perform the QC/QA review work of all milestone submittal documents (must be an Illinois Licensed Professional Engineer for roadway work and must be an Illinois Licensed Structural Engineer for structural work with adequate plan review experience).
- The person who will perform the work in the area of preparing structural concepts (must be an Illinois Licensed Structural Engineer).
- The person who will perform/supervise the work in the area of drainage calculations and preparation of the Drainage and/or Hydraulic Reports (must be an Illinois Licensed Professional Engineer). The **Hydraulic Reports (Waterways: Complex)** and **Special Studies (Location Drainage)** prequalification category requirements may be completed by the Sub and/or Prime Consultant..
- The person(s) who will be in charge of surveys (must be an Illinois Licensed Land Surveyor). The **Special Services (Surveying)** prequalification category requirement may be completed by the Sub and/or Prime Consultant.
- The person in charge of CSS/Public Involvement procedures. Include a detailed description of CSS/Public involvement work he/she has directed involving facilitation of community advisory group meetings, public meetings and public hearings; organizing work groups and press conferences; drafting press releases and property owner contact letters, etc. The **Special Services (Public Involvement)** prequalification category requirement may be completed by the Sub and/or Prime Consultant.

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

**Highways (Roads and Streets)**

**Location Design Studies (Reconstruction/ Major Rehabilitation)**

**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).

12. **Job No. D-91-028-19, Winnetka Road from West Frontage Road to Lagoon Drive, Phase II Project, Cook County, 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 **0.035**.

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 **April 24, 2024, at 1:00 PM** at the **Region One/District One Office in Schaumburg**.

Phase II engineering services are required for the preparation of contract plans, structure plans, specifications, cost estimates, supplemental surveying, geotechnical services, lighting design, and all other work necessary to complete the improvements for I-94 at Winnetka Road. This project includes the complete bridge replacement of the Winnetka Road bridge over I-94. The proposed replacement structure increases vertical clearance and widens the bridge for future expansion of I-94. Additionally, retaining walls, resurfacing within the limits of Winnetka Road, lighting, pedestrian accommodations, and ADA compatible sidewalk ramps are proposed along Winnetka Road.

The following structures are included in this project:

- S.N. 016-0923: Existing Winnetka Road over I-94 (Edens Expressway)
- S.N. 016-8322: Proposed Winnetka Road over I-94 (Edens Expressway)

Projects or tasks requiring CADD are anticipated to be completed using 3D modeling utilizing Bentley’s Open Roads Designer software and our current CADD environment in accordance with the latest IDOT Computer Aided Design, Drafting, Modeling and Deliverables (CADD) Manual.

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	25
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	20

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

The estimated construction cost for this project is \$7,000,000.

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 duties of the Structural Engineer, and who will be in charge of the 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 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 person who will perform/supervise the work in the area of lighting design and calculations (must be an Illinois Licensed Professional Engineer).
- The person(s) who will be in charge of surveys (must be an Illinois Licensed Land Surveyor). The **Special Services (Surveying)** 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 Structure Geotechnical Reports (must be an Illinois Licensed Professional Engineer and/or an Illinois Licensed Structural Engineer). The **Geotechnical Services (General Geotechnical Services)** and **Geotechnical Services (Structure Geotechnical Reports (SGR))** prequalification category requirements may be completed by the Sub and/or Prime Consultant.

The Statements of Interest must also **include**:

- A Project Understanding and Approach, describing in detail on how the Consultant will accomplish the work, including any work that would be performed by a Subconsultant(s).
- The Consultant's relevant projects completed by the firm for IDOT within the past ten (10) years by members of the Consultant's' key personnel listed in the SOI. Do not include more than ten (10) relevant projects.

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

**Highways (Roads and Streets)**

**Structures (Highway: Typical)**

Statements of Interest, including resumes of only 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).

13. **Job No. V-91-009-24, Various Construction Inspectors, Phase III Project, Various Counties, Region One/District One.**

This project requires **26% 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 **May 2, 2024, at 12:30 PM** at the **Region One/District One Office in Schaumburg**.

Phase III engineering services are required to provide construction engineering for subject improvement. Work includes, but is not limited to, services 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 2024 and 2025 and 2026 (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.

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 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 completion date for this contract will be 18 months after authorization to proceed.

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

- The person who will assume the duties of Project Manager for all aspects of the work documents (an Illinois Licensed Professional Engineer is preferred).
- The Construction Inspector(s) (with current IDOT Construction Documentation certificate).
- The person(s) performing the Construction Inspection.



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 only 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).

14. **Job No. D-91-093-22, I-55 at Airport Road/Lockport Street Phase II Project, Will County, Region One/District One.**

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 **0.07**.

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 **April 24, 2024, at 1:00 PM** at the **Region One/District One Office in Schaumburg**.

Phase II engineering services are required for the preparation of contract plans, structure plans, specifications, cost estimates, supplemental surveying, geotechnical services, traffic signals and lighting, and all other work to complete the improvements for I-55 Interchange (FAI 55) at Airport Road/Lockport Street. The project's scope includes reconstruction of a new single-point urban interchange at Airport Road/Lockport Street with northbound and southbound entrance and exit ramps in each direction to and from I-55. The project also involves auxiliary roadway improvements at Lockport Street Bypass, 143rd /Taylor Street Bridge, and approach roadway.

The improvement includes, but not limited to, pedestrian and bicycle facilities, bridge widening over Lily Cache Creek, bridge replacement at Airport Road over I-55. Other work may include proposed retaining walls, noise walls, drainage improvement, and all other related work to complete Phase II contract plans.

The Consultant will prepare roadway plans, TS&L plans, structure plans, supplemental surveys, and field visits to determine scope of work, all applicable permits, and all other necessary related work to complete Phase II contract plans. The Consultant will also review and prepare plans to ensure all plans are within the framework of the department's policies and procedures, local agency's requirements, and all applicable manuals and schedules.

The department will furnish the Consultant with available microfilm plans, project report, location drainage study, hydraulics report, pavement design and other available applicable items.

The following structure is included in this project, S.N. 099-0176 (Existing): I-55 Airport Road/Lockport Street.

Projects or tasks requiring CADD are anticipated to be completed using 3D modeling utilizing Bentley's Open Roads Designer software and our current CADD environment in accordance with the latest IDOT Computer Aided Design, Drafting, Modeling and Deliverables (CADD) Manual.

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

The estimated construction cost for this project is \$70,000,000.

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). Include resume that lists freeway projects on which the individual acted as Project Manager.
- 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). Include resume that lists freeway projects on which the individual acted as Project Engineer.
- The person who will perform the duties of the Structural Engineer, and who will be in charge of the structure plan preparation (must be an Illinois Licensed Structural Engineer). In addition, the staff performing this work must be identified. Include resumes of all key team members and their experience with IDOT work on freeway structures.
- The person who will perform/supervise the work in the area of lighting design and calculations (must be an Illinois Licensed Professional Engineer). The **Special Studies (Lighting: Complex)** prequalification category requirement may be completed by the Sub and/or Prime Consultant.
- The person(s) who will be in charge of surveys (must be an Illinois Licensed Land Surveyor). The **Special Services (Surveying)** prequalification category requirement may be completed by the Sub and/or Prime Consultant.
- The person who will perform the work in the area of geotechnical analysis and the Structural Geotechnical Report (SGR) (must be an Illinois Licensed Professional Engineer or an Illinois Licensed Structural Engineer). The **Geotechnical Services (General Geotechnical Services)** and **Geotechnical Services (Structure Geotechnical Reports (SGR))** prequalification categories 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 Statements of Interest must also **include**:

- A Project Understanding and Approach, describing in detail on how the Consultant will accomplish the work, including any work that would be performed by a Subconsultant(s).
- The Consultant's relevant projects completed by the firm within the past ten (10) years by members of the Consultant's' key personnel listed in the SOI. Do not include more than ten (10) relevant projects.

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

**Highways (Freeways)**

**Structures (Highway: Advanced Typical)**

Statements of Interest, including resumes of only 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. **Job No. D-91-158-24, Various Phase II Projects, Various Routes, Various Counties, Region One/District One.**

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 **April 24, 2024, at 10:00 AM** at the **Region One/District One Office in Schaumburg**.

Phase II engineering services are required for a Project Management (PM) Consultant to perform work similar to an IDOT Traffic/Electrical Design staff engineer and comparable staff. This position reports to District One Traffic Electrical Engineer and his/her delegate(s). Key staff from the PM Consultant may be expected to perform work in the District offices but generally not on a regular basis. Work from the Consultants office will be considered based on the needs of the department. The PM staff shall provide Phase II engineering services to provide and to complete preparation of plans, specifications and estimates for roadway Intelligent Transportation Systems (ITS), Surveillance Vehicle Detection Systems, Ramp Metering Systems, Fiberoptic systems, Network Integrations, Wrong Way Detection, electrical engineering projects at locations throughout District One. The plan preparation may require traffic management plan, utility coordination, ComEd electric services, Environmental Survey Request (ESR), Wetland Impact Evaluations (WIE) and delineations. Work may be a combination of new and/or upgrading and modernizing existing equipment to current IES, NEC, AASHTO, FHWA, FAA, IDOT District One standards and guidelines, and other duties as assigned. Work will also include creating and updating standard guidelines, creating new details and special provisions for ramp meters equipment, surveillance vehicle detection systems, fiberoptic network integration system and providing examples of standard plans to be used as a guide. The new surveillance equipment will be connected to the fiberoptic network, and the existing phone line network will be abandoned. Effective coordination with other staff, bureaus, municipalities, as well as other Consultant designers will be required.

PM Consultant personnel shall attend field visits and meetings as assigned and have a good working knowledge of the departments Specifications for Road and Bridge Construction Manual, Bureau of Design and Environmental Manual, District One EMC Standards and Guidelines, and existing Surveillance details and special provisions.

The Consultant may also be required to review and comment on other consultants or contractor provided documents for contracts currently under construction, which may have been completed by others. These may include, but are not limited to, shop drawings and fabrication plans.

The department will furnish the Consultant with available record drawings, inspection reports for electrical inventory, project reports, District One Design Guidelines, CADD files and other available applicable items.

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

Projects or tasks requiring CADD are anticipated to be completed using 3D modeling utilizing Bentley’s Open Roads Designer software and our current CADD environment in accordance with the latest IDOT Computer Aided Design, Drafting, Modeling and Deliverables (CADD) Manual.

Work orders under the blanket agreement will be negotiated and authorized by the department on an as-needed basis.

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	4
Proposed DBE use	6
Available work capacity of firm	15
The Firms experience with required project work	25
Firms 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 & B** for this project must include:

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

- A Project Understanding and Approach, describing in detail on how the Consultant will accomplish the work, including any work that would be performed by a Subconsultant(s).
- The Consultant’s relevant projects completed by the firm within the past ten (10) years by members of the Consultant’s’ key personnel listed in the SOI. Do not include more than ten (10) relevant projects.

The Prime firm must be prequalified in the **Special Services (Electrical Engineering)** category to be considered for this project.

The **Environmental Reports (Environmental Assessment)** prequalification category requirement may be completed by the Sub and/or Prime Consultant. The environmental work must be performed using staff that has been presented in your most recently approved Statement of Experience and Financial Condition.

Statements of Interest, including resumes of only 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).

16. **Job No. V-91-007-24, Various CMMS Construction/Material Documentation, Phase III Project, Various Counties, Region One/District One.**

This project requires **26% 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 **May 2, 2024, at 1:00 PM** at the **Region One/District One Office in Schaumburg**.

Phase III engineering services are required to provide construction engineering for subject improvement. Work includes, but is not limited to, contract documentation services to assist department resident engineers/technicians on various construction projects throughout the District One area. Three (3) to six (6) documentation engineers/technicians are anticipated to be required during the 2024 and 2025 and 2026 (if applicable) construction seasons. Typical assignments would include, but are not limited to, documenting/entering material inspection in CMMS, general construction documentation and project finalization. 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.

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 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 completion date for this contract will be 18 months after authorization to proceed.

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

- The person who will assume the duties of Project Manager for all aspects of the work documents (an Illinois Licensed Professional Engineer is preferred).
- The Construction Inspector(s) (with current IDOT Construction Documentation certificate).
- The person(s) performing the Construction Inspection.

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 only 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).

17. **Job No. D-91-164-24, I-55 at Illinois Route 126 Phase II Project, Will County, Region One/District One.**

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 **0.07**.

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 **April 24, 2024, at 1:00 PM** at the **Region One/District One Office in Schaumburg**.

Phase II engineering services are required for the preparation of contract plans, TS&L plans, structure plans, specifications, cost estimates, supplemental surveying, geotechnical services, lighting design, traffic signals, all applicable permits, and all other work to complete the improvements for I-55 Interchange (FAI 55) at Illinois Route 126. The project's scope includes reconstruction of a new diamond interchange at Illinois Route 126 with the realignment of IL 126 as a two-way roadway west of I-55. The improvement includes, but not limited to, bridge widening, bridge replacement, proposed retaining walls, ramp construction, traffic signal installation, drainage improvements, and all other related work to complete Phase II contract plans.

The Consultant will also review and prepare plans to ensure all plans are within the framework of the department's policies and procedures and local agency's requirements, and all applicable manuals and schedules.

The department will furnish the Consultant with available microfilm plans, project report, location drainage study, hydraulic reports, pavement design and other available applicable items.

The following structures are included in this project:

- S.N. 099-0031: (Existing): IL-126 NB over I-55
- S.N. 099-0262: (Existing): IL-126 over Lily Cache Creek
- S.N. 099-0407: (Existing): I-55 over Lily Cache Creek

Projects or tasks requiring CADD are anticipated to be completed using 3D modeling utilizing Bentley's Open Roads Designer software and our current CADD environment in accordance with the latest IDOT Computer Aided Design, Drafting, Modeling and Deliverables (CADD) Manual.

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

The estimated construction cost for this project is \$70,000,000.

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). Include resume that lists freeway projects on which the individual acted as Project Manager.
- 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). Include resume that lists freeway projects on which the individual acted as Project Engineer.
- The person who will perform the duties of the Structural Engineer, and who will be in charge of the structure plan preparation (must be an Illinois Licensed Structural Engineer). In addition, the staff performing this work must be identified. Include resumes of all key team members and their experience with IDOT work on freeway structures.
- The person who will perform/supervise the work in the area of lighting design and calculations (must be an Illinois Licensed Professional Engineer). The **Special Studies (Lighting: Complex)** prequalification category requirement may be completed by the Sub and/or Prime Consultant.
- The person(s) who will be in charge of surveys (must be an Illinois Licensed Land Surveyor). The **Special Services (Surveying)** prequalification category requirement may be completed by the Sub and/or Prime Consultant.
- The person who will perform the work in the area of geotechnical analysis and the Structural Geotechnical Report (SGR) (must be an Illinois Licensed Professional Engineer or an Illinois Licensed Structural Engineer). The **Geotechnical Services (General Geotechnical Services)** and **Geotechnical Services (Structure Geotechnical Reports (SGR))** prequalification categories 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 Statements of Interest must also **include**:

- A Project Understanding and Approach, describing in detail on how the Consultant will accomplish the work, including any work that would be performed by a Subconsultant(s).
- The Consultant's relevant projects completed by the firm within the past ten (10) years by members of the Consultant's' key personnel listed in the SOI. Do not include more than ten (10) relevant projects.

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

**Highways (Freeways)**

**Structures (Highway: Advanced Typical)**

Statements of Interest, including resumes of only 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).

18. **Job No. P-91-030-24, Various Phase I Projects, Various Routes, Various Counties, Region One/District One.**

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 **April 30, 2024, at 10:00 AM** at the **Region One/District One Office in Schaumburg**.

Phase I engineering services are required for preparing Drainage Studies and Hydraulic Reports for various locations in District One along with Program Management services. Typically, the studies and reports will be completed in conjunction with Project Reports prepared by others. All documentation and the supporting computations are to be presented in the study/report format as appropriate. Preparation of Location Drainage Studies shall be in accordance with the district requirements. Drainage Studies related to drainage problems such as sink holes or locations with drainage concerns such as flooding are likely to be assigned as drainage investigations under this contract.

The department will furnish the Consultant with historical highway plans, aerial mosaic, ground surveys, hydraulic stream surveys, contour mapping, flood insurance studies, floodplain maps, and information about known drainage problems, if available.

The Consultant's work includes data collection, field verifications, roadway survey, stream survey, survey note reductions/plotting, drainage investigations, determination of drainage patterns, storm sewer cleaning/televising, drainage system evaluation and design, presentations/coordination with local agencies, bridge scour evaluation, development of Waterway Information Tables, hydrologic/hydraulic analyses, hydraulic reports for waterways and pump stations. The ability to obtain or conduct drain tile surveys is desirable.

The Consultant is expected to perform work similar to an IDOT Project Manager/Squad Leader & Staff, and report to the Hydraulics Section Chief. The Consultant's work may include data collection, preparation of base maps and mosaics, geometric studies, and safety studies including accident analysis, capacity analysis intersection design, route surveys, and Categorical Exclusion Reports. Cost estimates, public involvement, and all other related work necessary to complete various Phase I studies and tasks. The Consultant will be expected to perform work in the district office for two (2) to three (3) days per week or as needed. The Consultant may also be required to assist the district in reviewing, overseeing, tracking and prioritizing projects being performed by IDOT personnel, other consultants, and those being processed as highway access permits.

The use of hydraulic and hydrologic computer programs that are currently accepted by the Division of Highways is also required to perform drainage assignments. Unsteady flow and/or two-dimensional riverine modeling may be needed as part of certain work orders. Capability in these types of analyses should be described in the Statement of Interest. Resumes of drainage engineers must state hydraulic and hydrologic modeling experience for the last ten (10) years.

Phase I engineering services are also required for the preparation of various Phase I preliminary engineering and environmental studies for drainage correction projects throughout District One.

The scope of work may include but not be limited to new Phase I studies for intersections and short highway segments.

The department will furnish the Consultant with any relevant and available information such as accident data, existing and projected traffic data, utility coordination, right-of-way data, archaeological and historical survey, and special waste survey coordination.

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

Projects or tasks requiring CADD are anticipated to be completed using 3D modeling utilizing Bentley’s Open Roads Designer software and our current CADD environment in accordance with the latest IDOT Computer Aided Design, Drafting, Modeling and Deliverables (CADD) Manual.

Work orders under the blanket agreement will be negotiated and authorized by the department on an as-needed basis.

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	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	20
Project Specific Criteria: Project Specific Criteria: Knowledge of common District Hydrologic and Hydraulic practices, experience with State and Local drainage practices, study methods, and familiarity with Federal, State & Local regulatory agency practices	10

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

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

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

- The person who will perform 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 person who will perform/supervise the work in the area of drainage calculations and preparation of the drainage report (must be an Illinois Licensed Professional Engineer).
- The person who will perform/supervises the work in the area of drainage calculations and preparation of the Drainage Studies and Hydraulic Reports (must be an Illinois Licensed Professional Engineer with a minimum of five (5) years' experience dealing with highway related drainage problems). The **Hydraulic Reports (Pump Stations)** and **Hydraulic Reports (Waterways: Complex)** prequalification category requirements may be completed by the Sub and/or Prime Consultant.

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

**Location Design Studies (Reconstruction/Major Rehabilitation)**

**Special Studies (Location Drainage)**

Statements of Interest, including resumes of only 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).

19. **Job No. S-91-001-24, FAI 290 (Eisenhower Expressway) from West of Mannheim Road to Racine Avenue Design Corridor Management, Phase II Project, Cook County, Region One/District One.**

This project may contain **Federal Funds**.

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 **0.07**.

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 **April 25, 2024, at 1:00 PM** at the **Region One/District One Office in Schaumburg**.

Phase II engineering services are required to provide Corridor Management services for the I-290 corridor project from West of Mannheim Road to Racine Avenue under this contract. The Consultant personnel may be expected to perform work similar to an IDOT employee and may be expected to perform the work at the District's office upon the District's request. The Consultant personnel should be limited to one (1) full time Project Manager and two (2) part time Project Engineers (including the Subconsultant personnel) as required, and the final attendance requirements will be determined by the District upon notice to proceed based on the District's needs. The one full time personnel may be expected to perform the work at the District's office. Additional support services such as geotechnical, structural, and project management will be performed as needed.

The I-290 sections to be managed are as follows:

- I-290 Drainage Improvements from West of Des Plaines River to East of Austin Blvd. Scope includes construction of supplemental parallel trunk sewer and storage vault. The department anticipates this project will be delivered using the Construction Management/General contractor (CMGC) method as defined in the department's Innovative Project Delivery Manual and Guidelines. As part of I-290 drainage improvements, the undersized existing trunk sewer conveying I-290 stormwater to the Pump Station #4 located West of the Des Plaines River south of I-290, is to be supplemented by a proposed parallel trunk sewer and storage vault. The two parallel sewers will be hydraulically connected and will function as one larger integrated system and it will provide additional conveyance and storage to the existing system. The depth of the proposed parallel trunk storm sewer system ranges between approximately 10 ft to 65 ft. The size of the proposed parallel trunk sewer ranges from 42" to 90" and is larger than the existing trunk sewer where possible to maximize storage available within the trunk. A combination of construction methods is anticipated to develop a cost-effective approach to installing and connecting the supplemental parallel trunk sewer while minimizing the impacts to the vehicular traffic along I-290. Sewer construction deeper than 25' depth, or below bodies of water, may use micro tunneling, or a Tunnel Boring Machine (TBM). The estimated construction cost for this section is \$250,000,000 to \$300,000,000.
- Rehabilitation, Reconstruction or Complete Replacement of various overhead structures along the I-290 corridor from West of Mannheim Road to Racine Avenue. The scope may also include drainage design, retaining walls, bridge and underpass lighting, traffic signal modernization, geotechnical services as well as other structural tasks as determined by the department. The estimated construction cost for this work is approximately \$400,000,000.
- Miscellaneous other projects coordination within the I-290 corridor.



Duties of the Project Management Consultant shall include but are not limited to the following:

- Administration of the contracts on behalf of the department.
- Monitor the progress of the design Consultants and maintain a system for tracking overall schedule and budget.
- Develop and Monitor Corridor Schedule and Sequence of proposed improvements to minimize impacts to travelling public.
- Coordinate, attend and run monthly coordination meetings between the District and all design Consultants.
- Attend all coordination meetings between the affected municipalities.
- Coordinate sharing of electronic files and other plan information between design Consultants through the establishment and maintenance of a project website.
- Act as a clearinghouse for all questions and problems raised by the design Consultants with the resultant answers being reported on the website.
- Coordinate project-wide staging and traffic control between design sections to assure a uniform and workable overall traffic management plan.
- Manage/coordinate environmental studies and applicable permits for the entire I-290 corridor.
- Coordinate roadway and structural geotechnical reports for the entire I-290 corridor.
- Coordinate and Track Utility Relocations, Land Acquisition Activities, Environmental Compliance and Permitting Support, Value Engineering recommendations and implementation.
- Provide review of all preliminary, prefinal and final plans submitted by the design Consultants to ensure consistency throughout the corridor.
- Miscellaneous On Call Design Services. This task includes miscellaneous design tasks to be completed by the Design Corridor Manager as needed. Examples of this task include preparation of project reports to advance construction outside of Phase I corridor approval, evaluation of geometric revisions, etc.
- Provide Presentations at Stakeholder Meetings
- Assist the District with development of technical requirements/provisions, coordination with Innovative Project Delivery (IPD) Bureau on CMGC contract language, and risk allocations.
- Assist the District with the coordination of the CMGC Contract, partnering workshops, project scoping workshops, project team meetings, design review meetings, and cost model review meetings with CMGC, the collaborative effort between Engineer of Record (EOR) and the CMGC, review EOR and CMGC submittals, provide technical advise to guide design decisions, review and make recommendations for design innovations, assist managing the Independent Cost Estimator (ICE) estimates, assist with the interactive Guaranteed Maximum Price (GMP) process.
- Any other support tasks deemed necessary by the District to assist in the coordination of the overall I-290 corridor project.

The following structures are included in this project, but not limited to:

- S.N. 016-0086: (existing) I-290 at Wolf Road
- S.N. 016-0986: (existing) I-290 at Hillside Drive
- S.N. 016-0088: (existing) I-290 at Addison Creek
- S.N. 016-0089: (existing) I-290 at IHB RR
- S.N. 016-0686: (existing) I-290 at 25<sup>th</sup> Avenue
- S.N. 016-0694: (existing) I-290 at 17<sup>th</sup> Avenue
- S.N. 016-2058: (existing) I-290 at 9<sup>th</sup> Avenue
- S.N. 016-0692: (existing) I-290 at 5<sup>th</sup> Avenue
- S.N. 016-0699: (existing) I-290 at IL 171 (1<sup>st</sup> Street)
- S.N. 016-0090: (existing) I-290 at Des Plaines River

- S.N. 016-0703: (existing) CSX RR at Des Plaines Avenue
- S.N. 016-0706: (existing) I-290 at Des Plaines Avenue
- S.N. 016-0092: (existing) I-290 at CTA
- S.N. 016-0093: (existing) I-290 at CSX
- S.N. 016-0995: (existing) I-290 at Circle Avenue
- S.N. 016-0311: (existing) I-290 at IL 43 (Harlem Avenue)
- S.N. 016-2060: (existing) I-290 at Home Avenue Pedestrian Bridge
- S.N. 016-2123: (existing) I-290 at Oak Park Avenue
- S.N. 016-2061: (existing) I-290 at East Avenue
- S.N. 016-0710: (existing) I-290 at Ridgeland Avenue
- S.N. 016-2062: (existing) I-290 at Lombard Avenue
- S.N. 016-2063: (existing) I-290 at Austin Blvd
- S.N. 016-0095: (existing) I-290 WB at Central Avenue
- S.N. 016-0094: (existing) I-290 EB at Central Avenue
- S.N. 016-0999: (existing) I-290 EB at CTA
- S.N. 016-2064: (existing) I-290 at Laramie Avenue
- S.N. 016-2065: (existing) I-290 at Lavergne Avenue Pedestrian Bridge
- S.N. 016-0406: (existing) I-290 at IL 50 (Cicero Avenue)
- S.N. 016-2066: (existing) I-290 at Kostner Avenue
- S.N. 016-2068: (existing) I-290 at Keeler Avenue
- S.N. 016-0738: (existing) I-290 at Pulaski Avenue
- S.N. 016-2070: (existing) I-290 at SB Independence Blvd
- S.N. 016-2071: (existing) I-290 at NB Independence Blvd
- S.N. 016-2072: (existing) I-290 at Central Pak Avenue
- S.N. 016-2073: (existing) I-290 at Homan Avenue
- S.N. 016-2074: (existing) I-290 at Kedzie Avenue
- S.N. 016-0754: (existing) I-290 at Sacramento Blvd
- S.N. 016-2076: (existing) I-290 at California Avenue
- S.N. 016-2083: (existing) I-290 at Western Avenue
- S.N. 016-2078: (existing) I-290 at Oakley Blvd
- S.N. 016-2079: (existing) I-290 at Leavitt Street
- S.N. 016-2080: (existing) I-290 at Damen Avenue
- S.N. 016-0235: (existing) I-290 at Ogden Avenue
- S.N. 016-0098: (existing) I-290 at Paulina Street
- S.N. 016-0783: (existing) I-290 at Ashland Avenue
- S.N. 016-2114: (existing) I-290 at Loomis Street
- S.N. 016-2115: (existing) I-290 at Racine Avenue

Projects or tasks requiring CADD are anticipated to be completed using 3D modeling utilizing Bentley's Open Roads Designer software and our current CADD environment in accordance with the latest IDOT Computer Aided Design, Drafting, Modeling and Deliverables (CADD) Manual.

Firms selected as a Prime or Subconsultant for Phase II design contract for the current I-290 Corridor Drainage Improvements (PTB 209-005) are prohibited from participating as a Prime or Subconsultant on this contract.

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	20
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
Project Specific Criteria: Experience in Design Corridor Management and CMGC Delivery Method	15

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 two persons who will perform the duties of Project Engineer, those individuals in charge who are directly involved in the project management and administration (must be an Illinois Licensed Professional Engineer).
- The person who will perform the peer review work of all milestone submittal documents (must be an Illinois Licensed Professional Engineer for roadway work with adequate plan review experience).
- The person who will perform the peer review work of all milestone submittal documents (must be an Illinois Licensed Structural Engineer for structural work with adequate plan review experience).
- The person who will be in charge of geotechnical engineering (must be an Illinois Licensed Professional Engineer or an Illinois Licensed Structural Engineer.) The **Geotechnical Services (Complex Geotechnical/Major Foundations , Geotechnical Services (General Geotechnical Services) and Geotechnical Services (Structure Geotechnical Reports (SGR))** prequalification category requirements can be completed by Sub and/or Prime Consultant.

The Statements of Interest must also **include**:

- A Project Understanding and Approach, describing in detail on how the Consultant will accomplish the work, including any work that would be performed by a Subconsultant(s).
- The names and resumes of the three key personnel that will be part of the Design Corridor Management team in addition to the Structural and Civil Peer Review Engineers, and Geotechnical Engineer.
- The Consultant's relevant projects completed by the firm within the past ten (10) years by members of the Consultant's' key personnel listed in the SOI. Do not include more than ten (10) relevant projects.

- Prime or Subconsultant(s) are desired to have had direct experience with Transportation projects utilizing CMGC delivery method. Statement of Interest shall provide up to three (3) recent projects, preferably over \$100M each, utilizing CMGC method.

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

**Highways (Freeways)**

**Structures (Highway: Complex)**

Statements of Interest, including resumes of only 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).

20. **Job No. V-92-006-24, Various Phase III Projects, Various Routes, Various Counties, Region Two/District Two.**

This project requires **26% 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 **April 30, 2024, at 10:00 AM** at the **Region Two/District Two Office in Dixon**.

Phase III engineering services are required for various projects in District Two. The Consultant must provide sufficient staff to perform all engineering services required to complete the assigned projects. The projects may include construction inspection, documentation of pay quantities and related forms for record keeping, Construction & Materials Management System (CMMS) documentation, on-site quality assurance material testing, night-time inspection as needed, and all other work required to complete the projects. The Consultant will be responsible to ensure contractors complete the work in accordance with the plans and specifications. It is anticipated the department will do all off-site material inspection for the projects.

The projects may consist of patching and resurfacing, bridge repair, bridge rehabilitation, bridge replacement, widening and resurfacing, vertical/horizontal realignment, and/or new roadway projects.

The Consultant must provide vehicles, cell phones, computers, tools of the trade, and any other equipment deemed necessary to perform the work.

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.

It is anticipated two (2) to three (3) Resident Engineer/Technicians and three (3) to five (5) Construction Inspectors may be required each construction season.

Work orders under the blanket agreement will be negotiated and authorized by the department on an as-needed basis.

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	5
The Firms experience with required project work	25
Firms understanding/method of accomplishing project requirements	20

It is anticipated this contract will include two (2) to five (5) projects with estimated construction costs ranging from \$200,000 to \$30,000,000. 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.

The Consultant must complete and submit final measurements, calculations, and final contract records documents to the department no later than five (5) weeks after the completion of the projects.

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

- The Construction Inspectors (with current IDOT Construction Documentation certificate).
- The Liaison Engineer (Illinois Licensed Professional Engineer is preferred).
- Resident Engineer/Technicians. The persons actively performing the documentation on the project(s) must possess a current IDOT Construction Documentation certificate. Include the Documentation Certificate Number. Previous Construction & Materials Management System (CMMS) experience is preferred. If selected, these individuals may be required to obtain CMMS training.
- The Materials QA Technician/Inspector(s). Include specific details of aggregate source certification, bituminous, and/or PCC QC/QA training, and details of experience with materials inspection.

The Statements of Interest must also **include**:

- The Consultant's relevant projects completed by the firm within the past ten (10) years by members of the Consultant's' key personnel listed in the SOI. Do not include more than ten (10) relevant projects.

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 only 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).

21. **Job No. P-92-007-24, Various Phase I/II Projects, Various Routes, Various Counties, Region Two/District Two.**

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 **April 25, 2024, at 1:30 PM** at the **Region Two/District Two Office in Dixon**.

Phase I and/or II engineering services are required for various projects throughout District Two.

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

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

The various proposed projects may consist of simple patching and resurfacing, bridge repair, bridge rehabilitation, bridge replacement, widening and resurfacing, and/or new roadway projects. The engineering sources required may consist of only a portion of the total engineering work on a certain project.

In addition, the Consultant may be required to provide project management and/or project support staff in the District Two office or via a remote connection. The Consultant will be expected to perform the job duties of an IDOT Project Manager and/or Team Member. The work may include engineering, technical management, public coordination, administrative services, and other work as necessary to ensure assigned projects are completed in accordance with established schedules and budgets. The Consultant may also be required to assist in reviewing, overseeing, tracking, and prioritizing projects being performed by IDOT personnel and other Consultants. The amount of work performed while assigned to the district office will be dependent on district needs and staffing levels.

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

Projects or tasks requiring CADD are anticipated to be completed using 3D modeling utilizing Bentley’s Open Roads Designer software and our current CADD environment in accordance with the latest IDOT Computer Aided Design, Drafting, Modeling and Deliverables (CADD) Manual.

Work orders under the blanket agreement will be negotiated and authorized by the department on an as-needed basis.

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	5
The Firms experience with required project work	20
Firms understanding/method of accomplishing project requirements	25

The estimated construction cost for these projects may range from \$50,000 to \$4,000,000. 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 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 **Structures (Highway: 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 hydrologic/hydraulic analysis and modeling for culverts, storm sewer and bridges (must be an Illinois Licensed Professional Engineer). That person must demonstrate the use and knowledge of Sedimentation and River Hydraulics - Two-Dimension (SRH-2D) and the Surface Water Modeling Systems (SMS) Modeling Platform. The minimum requirement to meet this qualification is the successful completion of the National Highway Institute (NHI) Course 135095 - Two-Dimensional Hydraulic Modeling of Rivers at Highway Encroachments, including passing the Course Assessment Test within 3 months of the PTB Selection. Experience with other 2D software will not be allowed as a substitution. That person must also be familiar with the DEPARTMENT'S Policies and Practices and the work shall be done in accordance with the IL DOT Drainage Manual and the Interim Guide (IG). The IG documents the Policies and Procedures for a 2D Model and provides guidance for the formatting of a 2D Hydraulic Report. The **Hydraulic Reports (Waterways: Complex)** prequalification category requirements may be completed by the Sub and/or Prime Consultant.



- The person who will perform/supervise the work in the area of hydraulic/drainage calculations and preparation of the Drainage Reports (must be an Illinois Licensed Professional Engineer.) **The Special Studies (Location Drainage)** prequalification category requirement may be completed by the Sub and/or Prime Consultant
- The person(s) who will be in charge of surveys (must be an Illinois Licensed Land Surveyor). The **Special Services (Surveying)** prequalification category requirement may be completed by the Sub and/or Prime Consultant.
- The person who will perform the work in the area of geotechnical work and the Subsurface Explorations (must be an Illinois Licensed Professional Engineer as a Geotechnical Lead). The **Geotechnical Services (Subsurface Explorations)** prequalification category may be completed by the Sub and /or Prime Consultant.
- The person who will perform the work in the area of geotechnical analysis and the Structural Geotechnical Report (SGR) (must be an Illinois Licensed Professional Engineer or an Illinois Licensed Structural Engineer). The **Geotechnical Services (Structure Geotechnical Reports (SGR))** prequalification categories 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 **Special Plans (Traffic Signals)** 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 person who will provide project management and/or support on behalf of the District, will be required to have a minimum of eight (8) years of applicable experience. In addition, the staff performing this work must be identified.

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

**Highways (Roads and Streets)**

**Location Design Studies (Rehabilitation)**

Statements of Interest, including resumes of only 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).

**22. Job No. P-93-005-24, Various Phase I/II Projects, Various Routes, Various Counties, Region Two/District Three.**

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 an initial meeting on **April 24, 2024, at 10:00 AM** at the **Region Two/District Three Office in Ottawa**.

Phase I/II engineering services are required for an engineering Program Management and support team. The Consultant Team will supplement current District Three Program Development staff in order to coordinate and manage projects and perform other duties necessary to deliver the district's multi-year program. This work may include performing the roles of key staff such as Project Engineer, Programming/Estimating Engineer and technician, and Geometrics Engineer. The Consultant Team may be asked to fill different or additional roles within the Bureau of Program Development as the need arises.

Work may involve coordination of project development tasks utilizing IDOT staff as well as consultants. Management may include all facets of Phase I and Phase II engineering projects as assigned including but not limited to:

Project Manager (0.5-1.5 full-time equivalent position)

- Assisting the District with management of consultant contracts.
- Providing updates on project progress.
- Overseeing/supervising the Consultant Team and ensuring assigned work is carried out in an efficient manner. The Project Manager will report to the district Studies & Plans Engineer.

Project Engineer (0.5-1 full-time equivalent position)

- Developing project scopes, managing Consultant contracts, and monitoring scopes, schedules, and budgets for projects assigned to both IDOT staff and consultants.
- Identifying and implementing all necessary coordination and communication within and outside the department to achieve project goals.
- Facilitating and expediting the resolution of technical issues, drawing upon necessary resources within IDOT and the Consultant Team.
- Reviewing deliverables for compliance with departmental policies and providing QC/QA as needed.

Programming/Estimating Engineer and technician (1.5 full-time equivalent position)

- Preparing cost estimates for letting submittals and submitting to the Central Office.
- Updating Programming and Estimating databases as needed.
- Developing district annual and multiyear improvement programs, project scopes and costs, and programs for staff to implement the district program.
- Manage the annual program and associated tasks.
- Prepare special funding applications.

Geometrics Engineer (0.5 full-time equivalent position)

- Working with district staff and reviewing plans and permits to ensure geometric and Americans with Disabilities Act (ADA) policy compliance.
- Planning and overseeing delivery of safety projects, including preparing applications for Highway Safety Improvement Program funds.
- Preparing and reviewing Interchange and Intersection Design Studies, Traffic Studies, and Safety Studies.

Additional anticipated tasks include but not limited to:

- Assisting the Studies & Plans Engineer and Program Development Engineer with technical reviews and responses to inquiries.
- Preparing local agency agreements, Letters of Intent and Letters of Understanding.
- Preparing Project Labor Agreements.
- Additional roles and tasks within the Bureau of Program Development as the need arises.

The selected Consultant and/or their Subconsultants on this project are prohibited from managing contracts where either party is the Prime Consultant or a Subconsultant. The selected firm and/or their Subconsultants may not manage another firm if the relationship was reversed during another phase of work. The selected Consultant and/or their Subconsultants for this project are prohibited from submitting a Statement of Interest (as a Prime or a Subconsultant) for any project for which either party assisted in developing the scope and/or assisted in preparation of advertisements for professional services.

The Consultant Team members will be expected to perform some work in the District Three office. At a minimum, each key team member should anticipate working in the District office at least two (2) to four (4) days per month.

Work orders under the blanket agreement will be negotiated and authorized by the department on an as-needed basis.

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	5
Proposed DBE use	5
Available work capacity of firm	5
The Firms experience with required project work	20
Firms understanding/method of accomplishing project requirements	25

The estimated engineering fee for this project is \$5,000,000. The completion date for this contract will be 60 months after authorization to proceed.

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

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

- The person who will perform the duties of Project Engineer, that individual in charge who is directly involved in the development and management of contract documents (must be an Illinois Licensed Professional Engineer).
- The person who will perform the duties of Programming/Estimating Engineer, that individual in charge who is directly involved in the development of the program and project estimates (must be an Illinois Licensed Professional Engineer).
- The person who will perform the duties of Geometrics Engineer, that individual in charge who is directly involved in the development and review of geometric and ADA policy elements (must be an Illinois Licensed Professional Engineer).

The Statements of Interest must also **include**:

- A Project Understanding and Approach, describing in detail on how the Consultant will accomplish the work, including any work that would be performed by a Subconsultant(s).
- The Consultant's relevant projects completed by the firm within the past ten (10) years by members of the Consultant's' key personnel listed in the SOI. Do not include more than ten (10) relevant projects.

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

**Highways (Freeways)**

**Location Design Studies (Reconstruction/Major Rehabilitation)**

Statements of Interest, including resumes of only 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).

23. **Job No. P-93-006-24, Various Phase I/II Projects, Various Routes, Various Counties, Region Two/District Three.**

This project requires **23% 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 **April 24, 2024, at 9:00 AM** at the **Region Two/District Three Office in Ottawa**.

This project includes Phase I and/or II engineering for various projects throughout District Three. Phase I engineering studies, if required, may consist of conducting route surveys, land surveys, hydraulic analysis and reports, geometric studies, environmental studies, safety studies including crash analyses, 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, and other related work and exhibits necessary to complete the Phase I preliminary engineering.

Phase II work, if required, may consist of, data collection, conducting route surveys land surveys, hydraulic analysis, geometric studies, structure plans, roadway plans, and any other related work to complete final plans and specifications, as necessary. The Consultant staff should further be knowledgeable in ADA/PROWAG requirements.

Projects may consist of pavement replacement, patching and resurfacing, bridge repair, bridge rehabilitation, bridge replacement, and widening and resurfacing. 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 may be required to provide a staff member to serve as an IDOT Project Manager or Squad Leader. The Consultant may be required to assist the District in reviewing projects or permits and overseeing IDOT personnel and other consultants. The Consultant may be expected to perform work in the district office as needed.

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

Projects or tasks requiring CADD are anticipated to be completed using 3D modeling utilizing Bentley's Open Roads Designer software and our current CADD environment in accordance with the latest IDOT Computer Aided Design, Drafting, Modeling and Deliverables (CADD) Manual.

Work orders under the blanket agreement will be negotiated and authorized by the department on an as-needed basis.

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	5
Proposed DBE use	5
The Firms experience with required project work	30
Firms understanding/method of accomplishing project requirements	20

The estimated engineering fee for this project is \$2,500,000. 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 IDOT project management duties (must be an Illinois Licensed Professional Engineer).
- The person who will perform the QC/QA review work of all milestone submittal documents (must be an Illinois Licensed Professional Engineer 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 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 **Structures (Highway: Typical)** prequalification category requirement may be completed by the Sub and/or Prime Consultant.
- The person(s) who will be in charge of surveys (must be an Illinois Licensed Land Surveyor). The **Special Services (Surveying)** prequalification category requirement may be completed by the Sub and/or Prime Consultant.
- The person(s) who will be in charge of hydraulic reports (must be an Illinois Licensed Professional Engineer). **Hydraulic Reports (Waterways: Typical)** prequalification category requirement may be completed by the Sub and/or Prime Consultant.

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

**Highways (Freeways)**

**Location Design Studies (Rehabilitation)**

Statements of Interest, including resumes of only 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).

**24. Job No. P-93-007-24/D-93-071-08, Illinois 126 from Illinois 71 to the Will County Line, Phase I/II Project, Kendall County, Region Two/District Three.**

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**.

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 **April 24, 2024, at 1:30 PM** at the **Region Two/District Three Office in Ottawa**.

Phase I and II engineering services are required for preparation of a Project Report, Categorical Exclusion determination, Plans, and Specifications for pavement rehabilitation along with geometric, drainage, safety, and other related work. The work will include pavement rehabilitation with a designed overlay. The work may also include bicycle and pedestrian accommodations, drainage upgrades or repairs, geometric improvements, safety improvements, traffic signals, and structure repair or replacement.

Phase I engineering services will include preparation of an Abbreviated Project Report, conducting route surveys, proposed design, crash analysis, review of geometry, maintenance of traffic, identification of safety improvements, ADA improvements, and drainage design. Bicycle and pedestrian accommodations will be considered per complete streets policy. Structures within the project limits will be reviewed for appropriate rehabilitation or replacement. Preparing exhibits for public information and coordination with other agencies may be required. Utility conflicts and relocations, queue and delay analysis, cost estimates, preparing plan and profile and cross section sheets, a preliminary transportation management plan, and preparation of a location drainage study will be needed along with all other work necessary to complete the Phase I report.

Phase II engineering services will include preparation of Phase II final contract plans and special provisions. Work may include preparing roadway plans, preparing structure plans, identifying utility conflicts and relocations, preparing detailed staging and traffic control plans, participating in local agency and/or public coordination, reviewing shop drawings, providing quantities and detailed information to the district Estimator, and all other work necessary to complete the final contract Plans, Specifications, and Estimates.

Environmental work is anticipated to be limited to providing areas, depths, and quantities of excavation. The Environmental Survey Request will be handled by District staff.

The following structures are included in this project:

- S.N. 047-2542: carrying a stream under IL 126
- S.N. 047-2536: carrying a stream under IL 126
- S.N. 047-0058: carrying IL 126 over the E. Branch of Morgan Creek
- S.N. 047-2007: carrying the W. Branch of Aux Sable Creek under IL 126
- S.N. 047-2537: carrying a stream under IL 126
- S.N. 047-2012: carrying the Aux Sable Creek under IL 126
- S.N. 047-2538: carrying a stream under IL 126
- S.N. 047-2539: carrying a stream under IL 126
- S.N. 047-2013: carrying the E. Branch of Aux Sable Creek under IL 126



Projects or tasks requiring CADD are anticipated to be completed using 3D modeling utilizing Bentley’s Open Roads Designer software and our current CADD environment in accordance with the latest IDOT Computer Aided Design, Drafting, Modeling and Deliverables (CADD) Manual.

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	5
Proposed DBE use	5
The Firms experience with required project work	30
Firms understanding/method of accomplishing project requirements	20

Phase II work will be included in a planned supplement. This contract must be completed by June 30, 2029. Plan delivery is anticipated in spring of 2027.

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

- The person who will assume the duties of Project Manager for all aspects of the work documents (must be an Illinois Licensed Professional Engineer).
- The person who will perform the duties of Project Engineer, that individual in charge who is directly involved in the development of the contract documents (must be an Illinois Licensed Professional Engineer).
- The person who will perform 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 person who will perform/supervise the work in the area of drainage calculations and preparation of the drainage report (must be an Illinois Licensed Professional Engineer).
- The person who will perform 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 **Structures (Highway: Simple)** prequalification category requirement may be completed by the Sub and/or Prime Consultant.
- The person(s) who will be in charge of surveys (must be an Illinois Licensed Land Surveyor). The **Special Services (Surveying)** prequalification category requirement may be completed by the Sub and/or Prime Consultant.
- The person(s) who will be in charge of hydraulic reports (must be an Illinois Licensed Professional Engineer). **Hydraulic Reports (Waterways: Typical)** prequalification category requirement may be completed by the Sub and/or Prime Consultant.

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

**Highways (Roads and Streets)**

**Location Design Studies (Reconstruction/Major Rehabilitation)**

Statements of Interest, including resumes of only 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).

25. **Job No. V-93-001-25, Various, Phase III Project, Various Counties, Region Two/District Three.**

This project requires **33% 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 **April 24, 2024, at 10:00 AM** at the **Region Two/District Three Office in Ottawa.**

Phase III engineering services will be required for material inspection, material testing, material documentation and certification, preparation for Pay for Performance (PFP) and Quality Control for Performance (QCP) Hot-Mix Asphalt (HMA) resurfacing projects and any other duties required to perform quality assurance material testing for the District.

It is expected that the Consultant and/or Subconsultant provide two (2) to ten (10) individuals reporting to the District Three headquarters in Ottawa, District Three Materials Labs in Kankakee and Pontiac and/or field locations up to five (5) days per week or potentially part time depending on need. These individuals may be assisting with material lab work, HMA, PCC, Aggregate lab work, Mixtures unit work, and/or materials certification and documentation at the direction of the District Three Materials Engineer and Project Implementation Engineer. The individuals should be knowledgeable in the department's Construction and Materials Management System (CMMS) and have appropriate certifications for any testing or documentation being performed.

In addition, the Consultant and/or Subconsultant will be asked to provide HMA laboratory testing services for QCP and PFP HMA projects utilizing the Consultant's and/or Subconsultant's laboratory, equipment and personnel. HMA laboratory services may also be utilized for Quality Control/Quality Assurance (QC/QA) HMA projects and performing Tensile Strength Ratio (TSR) testing on HMA pavement cores obtained for investigative purposes.

In addition, the Consultant and/or Subconsultant will be asked to provide quality assurance inspection of prestressed and precast producers, and possibly other quality assurance testing assignments. A current location of inspection is Utility Concrete Products located at 2495 W. Bungalow Road, Morris, IL 60450. Inspections of this facility are expected to require 15-40 hours per week. The precast and/or prestressed concrete QA inspection at other prestressed and precast producers on an as-needed basis within the jurisdiction of District Three.

Regarding precast and prestressed inspection, the Consultant will complete all the duties of the department inspector as detailed in the Manual for Precast Prestressed Concrete Products, Section 1.3 Quality Assurance and/or the Central Bureau of Materials Policy Memorandum Quality Control/Quality Assurance Program for Precast Prestressed Concrete Products

It is expected that the Precast/Prestressed inspection will comprise approximately 10-15% of this contract.

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

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
The Firms experience with required project work	30
Firms understanding/method of accomplishing project requirements	15

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.
- The Materials QA Technician/Inspector(s). Include specific details of aggregate source certification, bituminous, and/or PCC QC/QA training, and details of experience with materials inspection.
- PCI Level I and Level II Technicians (For prestressed inspection only).
- ACI Concrete Field Testing Technicians.
- IDOT Aggregate Technicians, HMA Level I Technicians and PCC Level I Technicians.
- IDOT HMA Level II and IDOT PCC Level II is preferred.
- The laboratory manager from a Materials Laboratory who is prequalified in **Special Services (Quality Assurance HMA & Aggregate)** and **Special Services (Quality Assurance PCC & Aggregate)**.

The Statements of Interest must also **include**:

- A Project Understanding and Approach, describing in detail on how the Consultant will accomplish the work, including any work that would be performed by a Subconsultant(s).

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 only 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).

**26. Job No. D-94-009-20, IL Route 29 from north of U.S. Route 150 in Peoria to north of Gardner Lane in Peoria, Phase I/II Project, Peoria County, Region Three/District Four.**

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 **0.035**.

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 **April 25, 2024, at 10:00 AM** at the **Region Three/District Four Office in Peoria**.

Phase I/II engineering services are required to provide Phase I and Phase II deliverables including final contract plans, documents, specifications, and cost estimates for the reconstruction of IL Route 29 from north of U.S. Route 150 in Peoria to north of Gardner Lane in Peoria.

The Consultant's Phase I work will be limited in scope to assist the District in the completion of the Phase I project report. This work may include land survey, Right-of-Way plans and plats, and any other work required to complete the project report. The anticipated date for Phase I approval is July, 2024.

The Consultant's Phase II work will include the preparation of final contract plans, special provisions, and estimates (PS&E). This work may include route and land surveys, highway lighting and traffic signal plans, drainage study, storm sewer and drainage design, roadway geotechnical report, traffic control details, and any other work necessary to complete the final contract PS&E. The District has already contracted with an engineering firm to complete the design of retaining walls for this project. The Consultant will be required to coordinate with this firm to incorporate the retaining wall designs into the contract plans.

Projects or tasks requiring CADD are anticipated to be completed using 3D modeling utilizing Bentley's Open Roads Designer software and our current CADD environment in accordance with the latest IDOT Computer Aided Design, Drafting, Modeling and Deliverables (CADD) Manual.

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	5
The Firms experience with required project work	25
Firms understanding/method of accomplishing project requirements	15

The completion date for this contract will be 30 months after authorization to proceed. The Phase I portion is expected to be completed in 6 months and the Phase II portion is expected to be completed in 24 months. A planned Supplement for Phase II will be done near the completion of Phase I.

The estimated construction cost for this project is \$54,500,000.

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

- The person who will assume the duties of Project Manager for all aspects of the work documents (must be an Illinois Licensed Professional Engineer).
- The person who will perform the duties of Project Engineer, that individual in charge who is directly involved in the development of the contract documents (must be an Illinois Licensed Professional Engineer).
- The person who will perform 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 person who will perform/supervise the work in the area of drainage calculations and preparation of the drainage report (must be an Illinois Licensed Professional Engineer).
- The person who will perform/supervise the work in the area of lighting design and calculations (must be an Illinois Licensed Professional Engineer).
- The person(s) who will be in charge of surveys (must be an Illinois Licensed Land Surveyor). The **Special Services (Surveying)** 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 (must be an Illinois Licensed Professional Engineer or an Illinois Licensed Structural Engineer). The **Geotechnical Services (General Geotechnical Services)** prequalification category can be completed by 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 **Special Plans (Traffic Signals)** prequalification category requirement may be completed by the Sub and/or Prime Consultant.

The Statements of Interest must also **include**:

- A Project Understanding and Approach, describing in detail on how the Consultant will accomplish the work, including any work that would be performed by a Subconsultant(s).
- The Consultant's relevant projects completed by the firm within the past ten (10) years by members of the Consultant's' key personnel listed in the SOI. Do not include more than ten (10) relevant projects.

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

**Highways (Roads and Streets)**

**Location Design Studies (Reconstruction/Major Rehabilitation)**

Statements of Interest, including resumes of only 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).

27. **Job No. P-95-031-23, Various Phase I/II Projects, Various Routes, Various Counties, Region Three/District Five.**

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**.

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 **April 30, 2024, at 10:00 AM** at the **Region Three/District Five Office in Paris**.

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

Phase II work may consist of conducting route surveys, land surveys, right-of-way plat and plan preparation, writing legal descriptions, staking right-of-way, hydraulic analysis, geometric studies, roadway plans, highway lighting, traffic signal design, TS&L drawings, pre-final structure plans, final structure plans, and any related work required to complete final plans, special provisions, estimates, and 3D model as necessary.

In addition, the Consultant may be required to provide project management and/or project support staff in the District Five office and via a remote connection. The Consultant will be expected to perform the job duties of an IDOT Project Manager and/or Team Member. The work may include engineering, technical management, public coordination, administrative services, and other work as necessary to ensure assigned projects are completed in accordance with established schedules and budgets. The Consultant may be required to assist in reviewing, overseeing, tracking, and prioritizing projects being performed by IDOT personnel and other Consultants. The amount of work performed while assigned to the District office will be dependent on department needs and staffing levels.

The department will furnish the Consultant with traffic data, bicycle/pedestrian assessment, environmental coordination, bridge condition reports, hydraulic reports, existing plans, utility coordination, survey data, Open Roads Designer files, boring logs, and crash data when available.

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

Projects or tasks requiring CADD are anticipated to be completed using 3D modeling utilizing Bentley's Open Roads Designer software and our current CADD environment in accordance with the latest IDOT Computer Aided Design, Drafting, Modeling and Deliverables (CADD) Manual.



Work orders under the blanket agreement will be negotiated and authorized by the department on an as-needed basis.

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 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 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 duties of the Structural Engineer, and who will be in charge of the structure plan preparation (must be an Illinois Licensed Structural Engineer). In addition, the staff performing this work must be identified. The **Structures (Highway: Typical)** 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 person who will perform/supervise the work in the area of lighting design and calculations (must be an Illinois Licensed Professional Engineer).
- The person who will perform the work in the area of geotechnical analysis and the Structural Geotechnical Report (SGR) (must be an Illinois Licensed Professional Engineer or an Illinois Licensed Structural Engineer). The **Geotechnical Services (General Geotechnical Services)** and **Geotechnical Services (Structure Geotechnical Reports (SGR))** prequalification categories may be completed by the Sub and /or Prime Consultant.

The Statements of Interest must also **include**:

- A Project Understanding and Approach, describing in detail on how the Consultant will accomplish the work, including any work that would be performed by a Subconsultant(s).
- The Consultant's relevant projects completed by the firm within the past ten (10) years by members of the Consultant's' key personnel listed in the SOI. Do not include more than ten (10) relevant projects.

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

**Highways (Roads and Streets)**

**Location Design Studies (Rehabilitation)**

Statements of Interest, including resumes of only 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).

**28. Job No. P-98-024-24, Various Phase I/II Projects, Various Routes, Various Counties, Region Five/District Eight.**

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 **April 24, 2024, at 10:30 AM** at the **Region Five/District Eight Office in Collinsville**.

Phase I/II engineering services are required to provide all work associated with the complete preparation of plans, special provisions, and estimates for highway lighting, high mast light towers, traffic signals, intelligent transportation system engineering services, and other plan development needs of the Bureau of Operations in District Eight. The proposed projects may consist of installation of new high mast light towers, replacement of highway lighting facilities, new traffic signals, modification and modernization of existing traffic signals, ITS systems, system interconnect design, emergency contract plans, contract maintenance plans, or other plan needs. Work may include the review of plans, special provisions, and contract documents which may relate to electrical, lighting, and traffic signal work as well as site inspections, field measurements, performing all design functions and calculations, including time space diagrams where traffic signals are to be interconnected, the analysis of field problems, and site visits.

Projects or tasks requiring CADD are anticipated to be completed using 3D modeling utilizing Bentley’s Open Roads Designer software and our current CADD environment in accordance with the latest IDOT Computer Aided Design, Drafting, Modeling and Deliverables (CADD) Manual.

Work orders under the blanket agreement will be negotiated and authorized by the department on an as-needed basis.

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	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 \$1,000,000. 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 documents (must be an Illinois Licensed Professional Engineer).
- The person who will perform the duties of Project Engineer, that individual in charge who is directly involved in the development of the contract documents (must be an Illinois Licensed Professional Engineer).
- The person who will perform the QC/QA review work of all milestone submittal documents (must be an Illinois Licensed Professional Engineer 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 person who will perform/supervise the work in the area of lighting design and calculations (must be an Illinois Licensed Professional Engineer). The **Special Plans (Lighting: Typical)** prequalification category may be completed by the Sub and /or Prime Consultant.

The Statements of Interest must also **include**:

- A Project Understanding and Approach, describing in detail on how the Consultant will accomplish the work, including any work that would be performed by a Subconsultant(s).
- The Consultant's relevant projects completed by the firm within the past ten (10) years by members of the Consultant's' key personnel listed in the SOI. Do not include more than ten (10) relevant projects.

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

**Special Plans (Lighting: Complex)**

**Special Plans (Traffic Signals)**

**Highways (Roads and Streets)**

Statements of Interest, including resumes of only 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).

**29. Job No. P-98-023-24, Various Phase I/II Land Surveying - Project Management Projects, Various Routes, Various Counties, Region Five/District Eight.**

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 **April 30, 2024, at 9:00 AM** at the **Region Five/District Eight Office in Collinsville**.

Phase I/II surveying services are required for various projects and assignments, in District Eight.

The Consultant's work is anticipated to consist of, though is not limited to, performing survey services for the Land Acquisition Section, in District Eight.

This may include work as a District Eight - Land Survey Project Manager, which would consist of the management and review of right of way survey projects, as prepared by other Consultants for the department. The Consultant's work may also include providing other field and office technical support services. The District Eight - Land Survey Project Manager and technical support staff may be required to work at the District office.

The Consultant's work may also include surveying to reference the highway centerline to public land lines, land surveying to locate boundaries, record research, preparation and recording of monument records, preparation of legal descriptions, preparation of Freeway Orders, preparation of various plats and maps including Plat of Highways, existing right of way survey plats or maps, centerline plats, corridor protection maps and excess parcel plats. The Consultant's work may include right of way staking and designing proposed right of way for acquisition. The work performed shall comply with the department's Land Acquisition Manual and with District Eight's standards, guidelines, and procedures.

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

Work orders under the blanket agreement will be negotiated and authorized by the department on an as-needed basis.

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	5
Proposed DBE use	5
The Firms experience with required project work	30
Firms understanding/method of accomplishing project requirements	20

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 a licensed Illinois Professional Land Surveyor).
- The person who will perform the QC/QA review work of all milestone submittal documents (must be a licensed Illinois Professional Land Surveyor, with adequate experience).
- The person(s) who will be in charge of surveys (must be a licensed Illinois Professional Land Surveyor).
- The person who the firm plans to assign as the District Eight - Land Survey Project Manager, to manage and review consultant prepared projects, (must be a licensed Illinois Professional Land Surveyor). This person must be experienced in the use of Bentley OpenRoads Designer and the preparation of Plat of Highways and legal descriptions, for the District Eight.

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

Statements of Interest, including resumes of only 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).

30. **Job No. P-98-021-24, Various Phase I and/or II engineering projects, FAP 861 (IL 4/150), Randolph County, Region Five/District Eight.**

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 **0.035**.

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 **May 1, 2024**, at **02:00 PM** at the **Region Five/District Eight** Office in **Collinsville**.

Phase I and/or II engineering services are required for various projects on IL 4/ IL 150 from IL 4 to Perry County Line in Randolph County in District Eight. The various proposed projects will consist of pavement replacement plans, some which may include ADA improvements.

The Phase I engineering services may consist of conducting route surveys, geometric studies and reviews, Intersection Design Studies (IDSs), right of way information, and project reports (Categorical Exclusion projects only).

This work includes data collection, cost estimates, traffic management analysis, crash analysis, preparing environmental and hazardous waste documents, and all other related work required to produce the necessary Phase I documents and reports.

Projects may include public involvement. Public involvement includes coordinating and leading stakeholder meetings, public informational meetings, preparing exhibits for meetings, and evaluating and incorporating comments from those meetings into a report.

The Phase II engineering services required for these projects include preparation of all Plans, Specifications, and Estimates (PS&E documents) for pavement replacement, ADA upgrades and geometric improvements along IL 4/ IL 150 from IL 4 to Perry County Line in Randolph County. This includes, but is not limited to, pavement design, geotechnical reports, supplemental surveys, roadway plans, structure plans, maintenance of traffic plans, drainage plans, storm water prevention plans, and all other necessary related work to complete Phase II.

Projects or tasks requiring CADD are anticipated to be completed using 3D modeling utilizing Bentley's Open Roads Designer software and our current CADD environment in accordance with the latest IDOT Computer Aided Design, Drafting, Modeling and Deliverables (CADD) Manual.

Work orders under the blanket agreement will be negotiated and authorized by the department on an as-needed basis.

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	25
Proximity of firm to project location	5
Proposed DBE use	5
Available work capacity of firm	15
The Firms experience with required project work	25
Firms understanding/method of accomplishing project requirements	15

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 & B** for this project must include:

- The person who will assume the duties of Project Manager for all aspects of the work documents (must be an Illinois Licensed Professional Engineer).
- The person who will perform the duties of Project Engineer, that individual in charge who is directly involved in the development of the contract documents (must be an Illinois Licensed Professional Engineer).
- The person who will perform the duties of the Structural Engineer, and who will be in charge of the structure plan preparation (must be an Illinois Licensed Structural Engineer). In addition, the staff performing this work must be identified. The **Structures (Highway: Typical)** 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 person(s) who will be in charge of surveys (must be an Illinois Licensed Land Surveyor). The **Special Services (Surveying)** prequalification category requirement may be completed by the Sub and/or Prime Consultant.
- The person(s) who will be in charge of hydraulic reports (must be an Illinois Licensed Professional Engineer). **Hydraulic Reports (Waterways: 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 (must be an Illinois Licensed Professional Engineer or an Illinois Licensed Structural Engineer). The **Geotechnical Services (General Geotechnical Services)** prequalification category can be completed by Sub and/or Prime Consultant.



- The person in charge of CSS/Public Involvement procedures. Include a detailed description of CSS/Public involvement work he/she has directed involving facilitation of community advisory group meetings, public meetings, and public hearings; organizing work groups and press conferences; drafting press releases and property owner contact letters, etc. The **Special Services (Public Involvement)** prequalification category requirement may be completed by the Sub and/or Prime Consultant.

The Statements of Interest must also **include**:

- A Project Understanding and Approach, describing in detail on how the Consultant will accomplish the work, including any work that would be performed by a Subconsultant(s).
- The Consultant's relevant projects completed by the firm within the past ten (10) years by members of the Consultant's' key personnel listed in the SOI. Do not include more than ten (10) relevant projects.

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

**Highways (Roads and Streets)**

**Location Design Studies (Reconstruction/Major Rehabilitation)**

Statements of Interest, including resumes of only 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).

31. **Job No. P-98-029-23, IL Route 203 from Maverick Drive to Eagle Park Road, Phase I Project, Madison County, Region Five/District Eight.**

This project may contain **Federal Funds**.

This project requires **23% 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 **April 25, 2024, at 1:30 PM** at the **Region Five/District Eight Office in Collinsville**.

Phase I engineering services are required to provide all work associated with the preparation of preliminary engineering and environmental studies for IL Route 203 from Maverick Drive to Eagle Park Road in Madison County. The Phase I study is proposed to evaluate eliminating the sag vertical curve, eliminating the pump station, providing policy shoulders, providing policy vertical clearance, and modifying the bike trail crossing the provide a safe roadway profile and cross section. This improvement may involve drainage, ADA, and intersection improvements. Public involvement will be required, as well as environmental studies.

This work will involve all work necessary for the preparation of the Project Report, including but not limited to, environmental studies and coordination, Location Drainage Study, geometric studies, public involvement using Context Sensitive Solutions, Intersection Design Studies (IDS), traffic management analyses, geotechnical field investigations, SGR preparation, RGR preparation, TS&L, pickup surveys, and all other work necessary to complete Phase I and obtain Design Approval.

The department will furnish the Consultant with any existing roadway plans; agency coordination; topographic survey; existing row-of-way plans and land surveys; aerial photography; crash analysis; traffic data; utility coordination; pavement cores; and SUE surveys

The following structure is included in this project, S.N. 060-9902: ITRR / MCT Schoolhouse Trail over IL Route 203. This structure is a non-IDOT structure but will be included as part of the study.

Projects or tasks requiring CADD are anticipated to be completed using 3D modeling utilizing Bentley's Open Roads Designer software and our current CADD environment in accordance with the latest IDOT Computer Aided Design, Drafting, Modeling and Deliverables (CADD) Manual.

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	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
Firms understanding/method of accomplishing project requirements	20

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

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

- The person who will assume the duties of Project Manager for all aspects of the work documents (must be an Illinois Licensed Professional Engineer).
- The person who will perform the duties of Project Engineer, that individual in charge who is directly involved in the development of the contract documents (must be an Illinois Licensed Professional Engineer).
- The person who will perform 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 person who will perform/supervise the work in the area of drainage calculations and preparation of the drainage report (must be an Illinois Licensed Professional Engineer). The **Special Studies (Location Drainage)** prequalification category requirement may be completed by the Sub and/or Prime Consultant.
- 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 **Structures (Highway: Advanced Typical)** prequalification category requirement may be completed by the Sub and/or Prime Consultant.
- The person in charge of CSS/Public Involvement procedures. Include a detailed description of CSS/Public involvement work he/she has directed involving facilitation of community advisory group meetings, public meetings, and public hearings; organizing work groups and press conferences; drafting press releases and property owner contact letters, etc. The **Special Services (Public Involvement)** prequalification category requirement may be completed by the Sub and/or Prime Consultant.

The Statements of Interest must also **include**:

- A Project Understanding and Approach, describing in detail on how the Consultant will accomplish the work, including any work that would be performed by a Subconsultant(s).

- The Consultant's relevant projects completed by the firm within the past ten (10) years by members of the Consultant's' key personnel listed in the SOI. Do not include more than ten (10) relevant projects.

The Prime firm must be prequalified in the **Location Design Studies (Reconstruction/Major Rehabilitation)** category to be considered for this project.

Statements of Interest, including resumes of only 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).

32. **Job No. P-98-025-24, Various Phase I/II Projects, Various Routes, Various Counties, Region Five/District Eight.**

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 an initial meeting on **May 1, 2024, at 9:00 AM** at the **Region Five/District Eight Office in Collinsville**.

Phase I/II engineering services are required to provide for various projects in District Eight.

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 stakeholder meetings, public informational meetings (in person and/or virtual) 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.

Phase II engineering services may also include work associated with the complete preparation of plans, special provisions, and estimates for highway lighting, high mast light towers, traffic signals, intelligent transportation system engineering services for plan development or review for other needs of the Bureau of Operations (ITS) projects, contract maintenance plans, emergency contract plans, safety evaluations, and/or tasks associated with the permit application process throughout District Eight. The proposed projects may consist of installation of new high mast light towers, replacement highway lighting facilities, new traffic signals, modification and modernization of existing traffic signals, ITS systems, system interconnect design, emergency contract plans, contract maintenance plans, or other plan needs. Work may include the review of plans, special provisions, and contract documents which may relate to electrical, lighting, and traffic signal work as well as site inspections, field measurements, performing all design functions and calculations, including time space diagrams where traffic signals are to be interconnected, the analysis of field problems, and site visits.

Lighting oversight and lighting design by the same Consultant or one of their Subconsultants on the same project are prohibited.

Other Phase II work, if required, may consist of conducting route surveys, land surveys, hydraulic analyses, geometric studies, traffic signal plans, detector loop replacement plans, 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.

Projects or tasks requiring CADD are anticipated to be completed using 3D modeling utilizing Bentley’s Open Roads Designer software and our current CADD environment in accordance with the latest IDOT Computer Aided Design, Drafting, Modeling and Deliverables (CADD) Manual.

Work orders under the blanket agreement will be negotiated and authorized by the department on an as-needed basis.

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	25
Proximity of firm to project location	5
Proposed DBE use	5
Available work capacity of firm	15
The Firms experience with required project work	25
Firms understanding/method of accomplishing project requirements	15

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 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 duties of the Structural Engineer, and who will be in charge of the structure plan preparation (must be an Illinois Licensed Structural Engineer). In addition, the staff performing this work must be identified. The **Structures (Highway: Typical)** 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 person(s) who will be in charge of surveys (must be an Illinois Licensed Land Surveyor). The **Special Services (Surveying)** prequalification category requirement may be completed by the Sub and/or Prime Consultant.
- The person who will perform the work in the area of geotechnical analysis and the Structural Geotechnical Report (SGR) (must be an Illinois Licensed Professional Engineer or an Illinois Licensed Structural Engineer). The **Geotechnical Services (General Geotechnical Services)** and **Geotechnical Services (Structure Geotechnical Reports (SGR))** prequalification category requirements may be completed by the Sub and /or Prime Consultant.
- The person who will perform/supervise the work in the area of electrical and lighting design (must be an Illinois Licensed Professional Engineer). The **Special Plans (Lighting: Typical)** and **Special Services (Electrical Engineering)** prequalification category requirements may be completed by the Sub and /or Prime Consultant.
- The person in charge of CSS/Public Involvement procedures. Include a detailed description of CSS/Public involvement work he/she has directed involving facilitation of community advisory group meetings, public meetings, and public hearings; organizing work groups and press conferences; drafting press releases and property owner contact letters, etc. The **Special Services (Public Involvement)** prequalification category requirement may be completed by the Sub and/or Prime Consultant.

The Statements of Interest must also **include**:

- A Project Understanding and Approach, describing in detail on how the Consultant will accomplish the work, including any work that would be performed by a Subconsultant(s).
- The Consultant's relevant projects completed by the firm within the past ten (10) years by members of the Consultant's' key personnel listed in the SOI. Do not include more than ten (10) relevant projects.

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

### **Highways (Roads and Streets)**

### **Location Design Studies (Rehabilitation)**

Statements of Interest, including resumes of only 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).

33. **Job No. P-98-022-24, Various Phase I/II Surveying Projects, Various Routes, Various Counties, Region Five/District Eight.**

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 **April 25, 2024, at 9:00 AM** at the **Region Five/District Eight Office in Collinsville**.

Phase I/II surveying services are required for various projects and assignments, in District Eight. The Consultant's work is anticipated to consist of, though is not limited to, performing survey services for the Land Acquisition Section, in District Eight.

This may include surveying to reference the highway centerline to public land lines, land surveying to locate boundaries, record research, preparation and recording of monument records, preparation of legal descriptions, preparation of Freeway Orders, preparation of various plats and maps including Plat of Highways, existing right of way survey plats or maps, centerline plats, corridor protection maps and excess parcel plats. The Consultant's work may include right of way staking and designing proposed right of way for acquisition. The work performed shall comply with the department's Land Acquisition Manual and with District Eight's standards, guidelines, and procedures.

The Consultant's work may also include performing additional survey related services to assist the District Eight Plats and Plans Unit. This may include various field and office technical support services. Some technical support services may be required to be performed at the District Eight office.

Work orders under the blanket agreement will be negotiated and authorized by the department on an as-needed basis.

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	5
Proposed DBE use	5
The Firms experience with required project work	30
Firms understanding/method of accomplishing project requirements	20

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 a licensed Illinois Professional Land Surveyor).
- The person who will perform the QC/QA review work of all milestone submittal documents (must be a licensed Illinois Professional Land Surveyor, with adequate experience).
- The person(s) who will be in charge of surveys (must be a licensed Illinois 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 only 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).

**34. Job No. V-99-001-24, Various Phase III Projects, Various Routes, Various Counties, Region Five/District Nine.**

This project requires **26% 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 **April 23, 2024, at 1:30 PM** at the **Region Five/District Nine** Office in **Carbondale**.

Phase III engineering services are required to provide construction supervision, inspection, engineering layout, and record maintenance for various projects in District Nine. Quality Assurance (QA) testing for hot mix asphalt (HMA), Portland cement concrete (PCC), soils, and aggregate.

The Consultant will be required to furnish a Liaison Resident Engineer complete with staff capable to run individual projects and work directly with the department's Resident Engineers to ensure adequate engineering services required for these projects are in place. The Consultant's work force shall be adequate to allow completion of these projects in a timely manner and in accordance with the department's Standard Specifications for Road and Bridge Construction. The Consultant must complete and submit final measurements, calculations, and contract record documentation to the department no later than six (6) weeks after completion of each project as required. Consultant staff should expect nightwork on some projects. Staffing levels could range from six (6) to eight (8) inspectors during peak construction season.

The Consultant must be capable to both assist the Resident Engineer with construction inspectors and act as Liaison Resident Engineer to prepare all documentation of the project. The Consultant's Liaison Resident Engineer may be required to coordinate and schedule materials inspection with Consultant inspectors and the District's Materials staff to insure adequate inspection. The various proposed projects may consist of pavement and surface removal, patching and resurfacing, PCC pavement construction, bridge repair, bridge rehabilitation, electrical work, bridge replacement, widening and resurfacing, vertical/horizontal realignment and/or new roadway projects.

The Consultants will maintain records and submit documentation of QA and material acceptance activities required by the construction contract, department policies, and as directed by the department's supervising materials personnel in Region Five/District Nine.

Sampling, testing and acceptance of construction materials shall be in accordance with department policies, Manual of Materials inspection, Manual of Test Procedures for Materials, Project Procedures Guide, highway standards, individual construction contract plans and special provisions.

The Consultant may be asked to provide trained technicians to perform nuclear density testing for embankments, aggregates, and HMA pay items. Consultants will provide their own nuclear gauge, bunker, and transport box. Consultants will have their own nuclear license and will not be covered by the department's license. The Consultants will provide a dynamic cone penetrometer (DCP) for Nuclear Density Inspectors. The Consultant may be asked to witness and secure

mixture and density samples for Pay for Performance and Quality Control for Performance HMA pay items and perform density tests in a field laboratory furnished by the department.

The Consultant will provide tools of the trade. The department will furnish all necessary plans, specifications, standards, and related forms for record keeping. The Consultant will be required to furnish a laptop computer and/or a tablet device equal to the latest type used by Region Five/District Nine for the project. The computer and tablet shall be capable of running the department's Construction & Materials Management System (CMMS) web-based contract administration system.

Quality Assurance (QA) oversight and Contractor's Quality Control (QC) by the same Consultant or one of their Subconsultant(s) on the same project or on material coming 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 estimated construction cost for these assigned projects ranges from \$100,000 to \$65,000,000. The various projects are scheduled for construction during calendar year 2024, 2025, 2026, and 2027 construction seasons.

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.

Work orders under the blanket agreement will be negotiated and authorized by the department on an as-needed basis.

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
Proximity of firm to project location	5
Proposed DBE use	5
Available work capacity of firm	5
The Firms experience with required project work	25
Firms understanding/method of accomplishing project requirements	10

The estimated engineering fee for this project is \$1,500,000. 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 Construction Inspector(s) (with current IDOT Construction Documentation certificate, experience, and workable knowledge of IDOT inspection duties and requirements capable of performing geometric and physical layout as needed for construction purposes.

- The Liaison Engineer (Illinois Licensed Professional Engineer is preferred, include the Documentation Certificate Number for IDOT class S-14, Documentation of Contract Quantities. Minimum ten (10) years' experience as a Resident Engineer desired in the areas of Hot Mix Asphalt (HMA), Portland Cement Concrete (PCC), Concrete Structures and soils.
- The Materials QA Technician/Inspector(s). Include specific details of aggregate source certification, bituminous, and/or PCC QC/QA training, and details of experience with materials inspection. HMA Level 1 certification. PCC Level 1 certification required for PCC testing and inspection.
- The Nuclear Density personnel and firm shall be properly licensed and trained including but not limited to S-33 "Soils Field Testing and Inspection". Inspectors will be responsible for density testing of earth embankments and aggregate subbases.
- The Document Technician. (The person actively performing the documentation on the project must possess a current IDOT Construction Documentation certificate. Include the Documentation Certificate Number for IDOT). If selected this individual will be required to obtain Construction & Materials Management System (CMMS) training).
- The person(s) performing the Construction Inspection.

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 only 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).

35. **Job No. C-99-074-24, IL Route 15, I-57/I-64 Interchange Mt. Vernon, Phase III Project, Jefferson County, Region Five/District Nine.**

This project may contain **Federal Funds**.

This project requires **26% 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 **April 23, 2024, at 9:00 AM** at the **Region Five/District Nine Office in Carbondale**.

Phase III engineering services are required to provide construction supervision, inspection, engineering layout, record maintenance and Quality Assurance (QA) testing for hot mix asphalt (HMA), Portland cement concrete (PCC), soils, aggregate, pipe and precast culverts and other miscellaneous materials. This work is anticipated to consist of construction of a new interchange including bridge replacement, drainage structures, earth excavation and embankment, new pavement and shoulders, and traffic signals.

The department will furnish the Consultant with the construction plans and specifications.

The department will provide a Resident Engineer to direct the Contractor and to complete pay estimates and change orders. The Resident Engineer will direct/coordinate the activities of the Consultant staff. The Consultant will be required to furnish a liaison Resident Engineer to work directly with the IDOT Resident Engineer and Materials Engineer to provide a staff to perform the engineering services required for this project. The Consultant's work force shall be adequate to allow completion of these projects in a timely manner and in accordance with the department's Standard Specifications for Road and Bridge Construction. The Consultant should expect to furnish all the construction supervision, engineering layout, on-site inspection, maintenance of records and documentation, and perform other duties as directed by the engineer. The project will require day and night operations.

The Consultant will provide tools of the trade. The Consultant will perform on-site inspection and provide construction layout as directed by the engineer. The Consultant will also maintain records and documentation and perform any other duties as directed by the engineer to complete this project on a timely basis in accordance with the department's Standard Specifications for Road and Bridge Construction.

The Consultant will be required to furnish a laptop computer and/or a tablet device equal to the latest type used by Region Five/District Nine for the project. The computer and tablet shall be capable of running the department's Construction & Materials Management System (CMMS) web-based contract administration system.

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 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
Proximity of firm to project location	5
Proposed DBE use	5
Available work capacity of firm	5
The Firms experience with required project work	25
Firms understanding/method of accomplishing project requirements	10

The project is scheduled for construction during the 2024 through 2027 construction seasons. The Consultant must complete and submit final measurements, calculations, and contract record documentation to the department no later than six (6) weeks after completion of each project as required. 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 Construction Inspector(s) (with current IDOT Construction Documentation certificate, experience, and workable knowledge of IDOT inspection duties and requirements capable of performing geometric and physical layout as needed for construction purposes.
- The Liaison Engineer (Illinois Licensed Professional Engineer is preferred. Including the Documentation of Contract Quantities. Minimum of ten (10) years' experience as a Resident Engineer desired in the areas of Hot Mix Asphalt (HMA), Portland Cement Concrete (PCC), Concrete Structures and soils).
- The Materials QA Technician/Inspector(s). Include specific details of aggregate source certification, bituminous, and/or PCC QC/QA training, and details of experience with materials inspection. HMA testing and inspection will require HMA Level 1 certification. PCC Level 1 certification required for PCC testing and inspection.
- Nuclear Density Technician/Inspector(s) will be responsible for density testing of earth embankments and aggregate subbases. The Nuclear Density personnel and firm shall be properly licensed and trained including but not limited to S-33 "Soils Field Testing and Inspection.
- The Document Technician. (The person actively performing the documentation on the project must possess a current IDOT Construction Documentation certificate. Include the Documentation Certificate Number for IDOT). If selected this individual will be required to obtain Construction & Materials Management System (CMMS) training).
- The person(s) performing the Construction Inspection.

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 only 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).

36. **Job No. P-99-018-24, Phase I/II Bridge Bundling, Structure Replacements, Various Routes, Various Counties, Region Five/District Nine**

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**.

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 **May 15, 2024, at 10:00 AM** at the **Region Five/District Nine** Office in **Carbondale**.

Phase I and II engineering services are required for a bridge bundling package that includes structure replacements in FY 2027 & FY 2028. Structure replacements will be completed in three (3) separate contracts.

Phase I shall include field surveys (including route and hydraulic stream surveys), hydraulic studies and reports, Traffic Management Analysis (TMA), crash analysis, pedestrian & bicycle accommodation analysis, geometric studies, typical sections, plan & profile, abbreviated Type, Size and Location (TSL) drawings, cost estimates, pavement design, cross sections, development of construction limits, geotechnical engineering services, preparation of environmental documentation for submittal by District, environmental consequences, Bi-Monthly Coordination meeting and exhibits including identification of design exceptions, and other related work necessary to produce Project Reports.

Phase II will include the preparation of detailed roadway and structure contract plans. This work may include all associated material: structure plans, roadway plan and profiles, typical sections, drainage plans, erosion control plans, cross sections, special details, guardrail design, barrier warrant analysis, detour plans, special provisions; quantities, cost estimates, estimate of time, and all other incidental work required to complete the final plans, specifications, and estimates (PS&E documents).

The following structures are included in this project:

**Contract #1- FY-27**

- S.N. 033-7005: IL 14 over Ditch, Hamilton County
- S.N. 033-7015: IL 14 over Ditch, Hamilton County
- S.N. 033-7026: IL 142 over Ditch, Hamilton County
- S.N. 097-7039: IL 1 over Creek, White County
- S.N. 097-7041: IL 1 over Creek, White County

**Contract #2- FY-27**

- S.N. 097-7061: US 45 over Creek, White County
- S.N. 097-7062: US 45 over Creek, White County
- S.N. 097-7069: US 45 over Creek, White County
- S.N. 097-7070: US 45 over Creek, White County
- S.N. 097-7071: US 45 over Creek, White County

**Contract #3- FY-28**

- S.N. 039-7122: Old IL 13 over Creek, Jackson County
- S.N. 073-7039: IL 150 over Creek, Perry County
- S.N. 073-7040: IL 150 over Creek, Perry County

Projects or tasks requiring CADD are anticipated to be completed using 3D modeling utilizing Bentley’s Open Roads Designer software and our current CADD environment in accordance with the latest IDOT Computer Aided Design, Drafting, Modeling and Deliverables (CADD) Manual.

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
Proximity of firm to project location	5
Proposed DBE use	5
Available work capacity of firm	5
The Firms experience with required project work	25
Firms understanding/method of accomplishing project requirements	10

This contract must be completed by June 30, 2028. The completion date for this contract will be 50 months after 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 24 months. A planned Supplement for Phase II will be done near the completion of Phase I.

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

- The person who will assume the duties of Project Manager for all aspects of the work documents (must be an Illinois Licensed Professional Engineer).
- The person who will perform the duties of Project Engineer, 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 duties of the Structural Engineer, and who will be in charge of the structure plan preparation (must be an Illinois Licensed Structural Engineer). In addition, the staff performing this work must be identified. The **Structures (Highway: Typical)** 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 person(s) who will be in charge of surveys (must be an Illinois Licensed Land Surveyor). The **Special Services (Surveying)** 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 drainage calculations and preparation of the Hydraulic report (must be an Illinois Licensed Professional Engineer). The **Special Services (Location Drainage)** and **Hydraulic Reports (Waterways: Typical)** prequalification category requirements may be completed by the Sub and/or Prime Consultant.



The Statements of Interest must also **include**:

- A Project Understanding and Approach, describing in detail on how the Consultant will accomplish the work, including any work that would be performed by a Subconsultant(s).

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

**Highways (Roads and Streets)**

**Location Design Studies (Rehabilitation)**

Statements of Interest, including resumes of only 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).

37. **Job No. RM-99-001-24, Various Phase I/II Projects, Various Routes, Various Counties, Region Five/District Nine.**

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 **April 24, 2024, at 9:00 AM** at the **Region Five/District Nine Office in Carbondale**.

Phase I/II surveying services are required to provide required for various design and land acquisition projects throughout District Nine.

The department will provide any existing plans, R.O.W. documents, or other pertinent data required for the completion of individual projects.

The Consultant Project Manager (PM) will supervise, manage and direct field crew and office personnel in the completion of survey work. The PM and their staff will be expected to perform work similar to an IDOT Chief of Surveys and/or Plats & Plans Supervisor. The PM and their staff may be expected to perform the work in the district offices. The PM will sign plats prepared under supervision, as well as, in-house time keeping records, as needed.

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

Projects or tasks requiring CADD are anticipated to be completed using 3D modeling utilizing Bentley's Open Roads Designer software and our current CADD environment in accordance with the latest IDOT Computer Aided Design, Drafting, Modeling and Deliverables (CADD) Manual.

Work orders under the blanket agreement will be negotiated and authorized by the department on an as-needed basis.

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
Proximity of firm to project location	5
Proposed DBE use	5
Available work capacity of firm	5
The Firms experience with required project work	25
Firms understanding/method of accomplishing project requirements	10

The estimated engineering fee for this project is \$200,000. 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 Land Surveyor).
- The person who will perform the QC/QA review work of all milestone submittal documents (must be an Illinois Licensed Professional Land Surveyor).
- The person(s) who will be in charge of surveys (must be an Illinois Licensed Land Surveyor).

The Statements of Interest must also **include**:

- The Consultant's relevant projects completed by the firm within the past ten (10) years by members of the Consultant's' key personnel listed in the SOI. Do not include more than ten (10) relevant projects.

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

Statements of Interest, including resumes of only 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).

**38. Job No. P-99-019-24, Various Phase I/II Projects, Various Routes, Various Counties, Region Five/District Nine.**

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 **May 8, 2024, at 10:00 AM** at the **Region Five/District Nine** Office in **Carbondale**.

Phase I/II engineering services are required various projects throughout District Nine.

Phase I work, if required, may consist of conducting route surveys, hydraulic surveys, drainage studies, hydraulic analysis, geometric studies, preparing Bridge Condition Reports, Hydraulic Reports, Structure Reports, Structure Geotechnical 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, TS&L drawings, right of way information, preparation of environmental documentation for submittal by District, environmental consequences, and other related work necessary to produce Project Reports for bridge or roadway projects.

Phase II work, if required, may consist of route surveys, hydraulic analysis, geometric studies, roadway plans, structure plans, highway lighting, ADA plan development, preparation of pre-final plans for bridge or roadway projects, and any other work to complete final plans, specifications, and estimates for bridge or roadway projects, as necessary.

The various proposed projects may consist of simple patching and resurfacing, bridge repair, bridge rehabilitation, bridge replacement, culvert 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 Consultant's work may consist of either complete projects or a portion of the total engineering required for a certain project.

The Consultant may be expected to preform work as an IDOT Project Manager or Squad Leader and expected to perform the work in the District's office. The Consultant may be required to assist the District in reviewing projects and overseeing IDOT personnel and other consultants.

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

Projects or tasks requiring CADD are anticipated to be completed using 3D modeling utilizing Bentley's Open Roads Designer software and our current CADD environment in accordance with the latest IDOT Computer Aided Design, Drafting, Modeling and Deliverables (CADD) Manual.

Work orders under the blanket agreement will be negotiated and authorized by the department on an as-needed basis.

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	30
Proximity of firm to project location	5
Proposed DBE use	5
Available work capacity of firm	5
The Firms experience with required project work	25
Firms understanding/method of accomplishing project requirements	10

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 documents (must be an Illinois Licensed Professional Engineer).
- The person who will perform the duties of Project Engineer, that individual in charge who is directly involved in the development of the contract documents (must be an Illinois Licensed Professional Engineer).
- The person who will perform the QC/QA review work of all milestone submittal documents (must be an Illinois Licensed Professional Engineer 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 person who will perform/supervise the work in the area of drainage calculations and preparation of the Hydraulic Analyses (must be an Illinois Licensed Professional Engineer). The **Special Services (Location Drainage)** and/or **Hydraulic Reports (Waterways: Typical)** prequalification category requirements may be completed by the Sub and/or Prime Consultant.

- 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 **Structures (Highway: Typical)** prequalification category requirement may be completed by the Sub and/or Prime Consultant.
- The person(s) who will be in charge of surveys (must be an Illinois Licensed Land Surveyor). The **Special Services (Surveying)** prequalification category requirement may be completed by the Sub and/or Prime Consultant.
- The person who will perform the work in the area of geotechnical analysis and the Structural Geotechnical Report (SGR) (must be an Illinois Licensed Professional Engineer or an Illinois Licensed Structural Engineer). The **Geotechnical Services (General Geotechnical Services)** and **Geotechnical Services (Structure Geotechnical Reports (SGR))** prequalification categories may be completed by the Sub and /or Prime Consultant.

The Statements of Interest must also **include**:

- A Project Understanding and Approach, describing in detail on how the Consultant will accomplish the work, including any work that would be performed by a Subconsultant(s).

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

**Highways (Roads and Streets)**

**Location Design Studies (Rehabilitation)**

Statements of Interest, including resumes of only 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).

39. **Job No. P-30-002-24, Various Regulated Substances Studies, Surveys and Designs Statewide, Various Routes, Various Counties, Bureau of Design and Environment.**

This project requires **5% 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 **May 1, 2024, at 1:30 PM** at the **Bureau of Design & Environment Office in Springfield**.

Phase I/II engineering services are required to provide statewide environmental consulting for regulated substances studies, surveys and designs, rapid response oversight, compliance assessments, miscellaneous waste investigations and testing, and technical and regulatory review and support. The Consultant may be required to perform work in the central office or other department locations, as needed, to assist the department in reviewing, overseeing, tracking, and prioritizing projects being performed by IDOT personnel and consultants.

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

#### **OVERVIEW OF ANTICIPATED SERVICES**

The department has contracted with the Illinois State Geological Survey (ISGS) to conduct preliminary environmental site assessments (PESA's) and other due diligence type evaluations of property proposed for highway use. ISGS conducts land-use history investigations; researches federal, state, and local records; conducts field surveys; and determines if the property contains recognized environmental conditions (RECs), de minimis conditions, or no RECs. Based on due diligence results, districts work with the Location & Environment Section of the Bureau of Design and Environment (BDE) to decide whether additional analyses or other remediation actions are necessary.

Engineering services are required to perform "Preliminary Site Investigations" (PSI's), and when necessary Detailed Site Investigations (DSI's) which are similar to CERCLA RI/FS's. PSI's will entail investigations of sites potentially containing regulated substances. A wide variety of sites may be investigated (e.g., old, abandoned, or improperly closed dumps and waste sites, chemical manufacturing sites, metal plating / fabricating sites, dry cleaning / service stations, storage tank sites and buildings, structures containing potential contamination, incidents in IDOT yards, spills along roadways, and screening for the presence of radionuclides).

Also, provisions for laboratory and field testing including geophysical surveys when needed will be required for a wide variety of regulated substances including but not limited to soil and water quality parameters including contaminants e.g., PCB's, pesticides, heavy metals, organics, and radioactive wastes.

Additional work may include conducting studies, surveys, and testing, if applicable, of stored materials, tank contents, and containers to determine whether hazardous waste, special waste, hazardous materials, or other regulated substances are present, conducting environmental

compliance audits and developing and maintaining environmental management and record-keeping systems. Industrial hygiene and safety standard monitoring services, including laboratory testing, may be required to recognize, evaluate, and control workplace conditions that can cause worker's injury or illness.

The department will furnish the Consultant with the PESA or other due diligence documentation and, as available, project reports, field survey data, soil survey data, and plans of the existing and proposed transportation facility. The ability to accurately read, understand and implement engineering contract plans, evaluation, summarization, engineering analysis, and reporting on PSI's, DSI's, laboratory analysis and survey work are included as an important part of this work.

## **ANTICIPATED WORK SUMMARIES FOR THE VARIOUS TYPES SERVICES**

### **POTENTIAL WASTE SITES INCLUDING UST, LUST and SRP SITES**

Engineering services are required to perform Preliminary Site Investigations (PSI) and on occasion, Details Site Investigations (RI/FS's and RCRA assessments), plus projects requiring remedial design, which may include underground storage tank (UST) removal, and construction oversight of sites suspected to contain regulated substances, UST and leaking tanks (LUST), site remediation program (SRP) sites and/or unsecured materials of concern. The PSI's are to include verification of subsurface geologic and hydrologic conditions, identification of chemical contamination and identification of the extent of chemical contamination, when feasible.

PSI investigations include items of work such as work plans, health and safety plans, utility locating, traffic control, property access coordination, mobilizing, surface geophysical investigations, trenching, drilling, sampling, chemical analysis, and reporting. Laboratory testing, including quality assurance/quality control is considered the responsibility of the Consultant.

Following the completion of on-site activities, the firm will compile and evaluate the data and condition of each investigated property. Soil and groundwater analytical results will be compared to the applicable remediation objectives for the maximum allowable concentrations of chemical constituents in uncontaminated soil used as fill material at regulated fill operations (MAC) (35 Illinois Administrative Code (IAC) 1100.605 Subpart F and Title 35 IAC Part 742, Tiered Approach to Corrective Action Objectives (TACO)).

For example, the PSI report will include an estimate of total volume of impacted soil exceeding MAC table and groundwater exceeding TACO remediation objectives. If potentially impacted soil and/or groundwater are encountered, an approach for the management and, if necessary, the off-site disposal of these materials will be presented. Volume estimates and associated cost estimates for transportation and disposal will be developed and presented based on information gathered during the scope of this PSI, as well as measures to reduce potential construction worker exposures to soil exceeding ingestion or inhalation reference concentrations. Recommendations for further investigation will be presented when necessary to define the extent of contamination more accurately.

As work is identified, the department will request the Consultant to prepare an outline of the work phases and recommended technical approach, personnel requirements, detailed cost breakdown, and a schedule that is consistent with the task request. When a task order is awarded for investigation, the Consultant will be fully responsible for the planning, mobilizing, sampling, testing, reporting, and work order administrative support activities.



The Consultant will be required to prepare IEPA LPC-663 forms (Uncontaminated Soil Certification for Use of Uncontaminated Soil as Fill in a CCDD or Uncontaminated Soil Fill Operation [USFO]). This certification form is used by professional engineers and professional geologists to certify, pursuant to 35 Ill. Adm. Code 1100.205(a)(1)(B), that soil is uncontaminated soil and is within a pH range of 6.25 and 9.0, inclusive. The firm's professional engineer or professional geologist will be required, when necessary, based on results of the PSI, to stamp and sign the LPC-663 forms.

## SCHEDULE

For performance of the individual work orders, the Consultant will be required to assign the necessary full-time staff described in its Statement of Interest and, in many cases (except rapid response oversight), to accomplish the following items. (Duration is measured in calendar days, unless otherwise indicated):

- Respond with a draft work plan within 14 days of tasking by the department, and a final work plan within seven (7) days following the department's comments.
- Mobilize for field work within 14 days after authorization to proceed (i.e., final work plan approval date).
- Prepare the draft report within 60 days after the authorization to proceed; complete the final report within ten (10) days following the department's comments.
- Conduct records management and quality assurance within 90 days of final report submittal on the draft and final documents provided to the department including via the ISATS web application and provide to the department the investigation laboratory electronic data deliverables.
- Respond within four (4) hours for rapid response oversight situations.

The department will typically assign a target completion date to each work order signifying the date by which IDOT desires to have the last technical milestone achieved. For projects with document deliverables, e.g., PSI type reports, the target completion date is the date when the last report shall be delivered to IDOT. Assuming sufficient lead time has been provided by the district to accomplish this work, the department will normally request submittal of the last technical milestone no later than eight (8) to seventeen weeks (17) prior to the anticipated letting date. In cases where there is insufficient time to accommodate these milestones, the Consultant will promptly alert the department and a resolution shall be discussed and agreed upon on a case-by-case basis.

## MISCELLANEOUS SURVEYS, TESTING AND CONTRACTING

Engineering consulting services to perform environmental site assessments, studies, surveys, and/or testing on an as-needed basis will include assignments such as conducting investigations and testing of stored materials, tank contents, containers, environmental media sampling (e.g., surface water, soil, air, groundwater, building materials), coordination and oversight of underground tank removals, geophysical surveys, utility locating, traffic control, modeling, drilling and installing wells, geospatial data management, environmental risk assessment, value engineering, or other specialized environmental services. The work may also include assignments such as reviewing and evaluating existing property-specific information, providing

technical expertise on an as-needed basis, corrective actions to achieve “No Further Remediation” (NFR) clearance, and other ad hoc environmental-related tasks within the scope of services typically provided by a hazardous waste Consultant. Ability to respond statewide and develop a regulatorily-sufficient scope of work for corrective action sites and efficiently execute the work to achieve an NFR or other closure status is considered an important part of this work. Industrial hygiene and safety standard monitoring services, including work site analysis and laboratory testing, may be required to recognize, evaluate, and control workplace conditions that can cause worker’s injury or illness. Miscellaneous type work, including the performance of Environmental Site Assessments (ECA) and Preliminary Environmental Site Assessments (PESA) often requires a project specific work plan and mobilization plan, different than for PSI work.

The Consultant may be required to perform work in the central office or other department locations, as needed, to assist the Bureau of Design and Environment (BDE) or other parts of the department in reviewing, overseeing, tracking, and prioritizing projects being performed by IDOT personnel and consultants.

The Consultant may be required to contract with vendors, for example, excavation, trucking, and landfill, and conduct environmental oversight for various construction activities; provided, however, the department acknowledges that Consultant is performing professional services for the department and that Consultant is not and shall not be required to become an “owner,” “arranger,” “operator,” “generator,” or “transporter” of hazardous substances (Hazardous Substances) as defined in the Comprehensive Environmental Response, Compensation and Liability Act (CERCLA), as amended, which are or may be encountered at or near a project site in connection with Consultant’s activities under the Agreement. Consultant’s services hereunder may include, at the department’s request, assisting the department in identifying appropriate alternatives for off-site treatment, storage, or disposal of the Hazardous Substances, but Consultant shall not make any independent determination relating to the selection of a treatment, storage, or disposal facility nor subcontract such activities through transporters or others. The department shall sign all necessary manifests for the disposal of Hazardous Substances. If the department requires: (1) Consultant, its agents or employees to sign such manifests; or (2) Consultant to hire, for the department, the Hazardous Substances transportation, treatment, or disposal contractor, then for these two purposes, Consultant shall be considered to act as the department’s agent so that Consultant will not be considered to be a generator, transporter, or disposer of such substances or considered to be the arranger for disposal of Hazardous Substances.

### TANK PROGRAM COMPLIANCE SERVICES

Engineering Consultant services are required to provide on-going monitoring, testing, repair, and documentation of the department’s aboveground storage Tanks (ASTs) and underground storage tanks (USTs) containing fuel products. This includes required activities and deliverables to ensure full regulatory compliance of ASTs/USTs, as well as evaluation, assessment, and recommendations for future compliance or preventative maintenance activities. Specific activities include, but are not limited to, conducting annual/triennial tank testing in accordance with applicable regulations, tank repair/upgrade services, routine tank maintenance, tank removals and/or replacements, vacuum truck services (spill buckets, tank containment, and dispenser sumps), and corrective actions including remediation of tank spills/leaks. Services will also include providing basic AST/UST program management and compliance training to department personnel on the proper inspection, operation, and maintenance of AST/UST equipment, financial

responsibility, and recordkeeping. The firm shall supply expertise and personnel as needed to conduct tank program compliance services as dictated by the department's needs.

### RAPID RESPONSE OVERSIGHT

Engineering consulting services are required to perform rapid responses, oversight, and investigation of chemical releases and environmental damage at Operations facilities and along the state roadways resulting from spills/releases, traffic crashes, fires, fly-dumping or other unplanned releases of chemicals into the environment. Oversight shall include but not be limited to review of health and safety plans, drilling, sampling, chemical analysis, waste classification, reporting, and coordinating the release with the proper authorities (IEPA, IEMA, U.S.EPA, Army Corps of Engineers, and/or other State or Federal Agencies). Laboratory testing, including quality assurance/quality control is considered the responsibility of the Consultant. The Consultant should be prepared to perform any task to minimize the release and cleanup including contracting with vendors, for example, excavation, trucking, and disposal. The goal of these work assignments is to obtain closure for the release from the proper State and Federal Agencies.

### ENVIRONMENTAL MANAGEMENT SYSTEM FOR DEPARTMENT FACILITIES

Engineering services may be required to review current practices of the department's portfolio of facilities statewide that impact the environment, investigate past practices, and make recommendations for mitigation and improvements, and assist with the continued development and maintenance of the department's environmental management system to achieve top tier environmental compliance. The firm shall supply expertise and personnel as needed to conduct environmental compliance assessments (ECA) as dictated by the department's need.

### IDOT SITE ASSESSMENT TRACKING SYSTEM

To help the department and the firm facilitate review of work plans, reports and various environmental technical documents and project tracking, the Consultant will be required to upload all information regarding each work order and to provide any technical assistance necessary in the maintenance of the IDOT Site Assessment Tracking System (ISATS) web-based application. Work may also include development and maintenance of a supplemental extranet or similar web-based site in support of environmental-related work conducted by the department. Information uploaded shall include but not be limited to draft and final work plans, draft and final technical reports, budget information and invoices, analytical results, site location maps, site photographs, and progress reports and tracking documents. The firm shall conduct quality assurance on documents loaded to ISATS with accurate and timely information and remove draft documents upon conclusion of each work order. ISATS shall be populated promptly with necessary project documents and data and monitored closely throughout each project lifecycle and utilized for its record management and project management capabilities.

### LABORATORY DATA MANAGEMENT

To help the department manage laboratory analytical data resulting from the environmental activities described herein, the Consultant will be required to acquire electronic data deliverables (EDD) from the laboratories and may be required to upload the EDDs and associated project tracking data to a central electronic repository in IDOT, for example, a geographic information system (GIS). The data may require manipulation for purposes of data quality prior to upload.

Work orders under the blanket agreement will be negotiated and authorized by the department on an as-needed basis.

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	15
Proposed DBE use	5
The Firms experience with required project work	25
Firms understanding/method of accomplishing project requirements	30
Project Specific Criteria: The mobilization plan should provide sufficient detail to demonstrate understanding of IDOT's desired process to complete the work, including miscellaneous work.	15

The estimated engineering fee for this project is \$5,009,000. 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 day-to-day activities, staff management and work efforts, and is directly involved in the development and timely delivery of the work documents.
- The person who will perform the duties of Project Engineer. This individual is responsibly in charge and is directly involved in the development of the contract documents. This person is also known as the Program Manager.
- The person who will perform the QC/QA review work of all milestone submittal documents. In addition, the staff performing this work must be identified.
- The person(s) who will review, sign and stamp work documents requiring an Illinois Professional Engineer or Professional Geologist license.
- Other select technical, professional, and managerial staff critical to delivering the individual work orders and overall program, without whom the work would not succeed.

The Statements of Interest must also **include**:

- A Project Understanding and Approach, describing in detail on how the Consultant will accomplish the work, including any work that would be performed by a Subconsultant(s). It shall include a description of your mobilization plan(s) that will be used upon notification by the department when a work order has been tasked to your firm. Miscellaneous type work requires a mobilization plan and expertise different than for PSI work.
- The Consultant's relevant projects completed by the firm for IDOT within the past ten (10) years by members of the Consultant's' key personnel listed in the SOI. Do not include more than ten (10) relevant projects.

- A statement of the firm's ability to perform the work in-house, or if necessary, what work is to be subcontracted. Indicate item(s) of work, which would be subcontracted, and the proposed subcontractor(s).
- A discussion of your organizational and management practices to maintain established schedules, avoid cost overruns, and inform IDOT of the status of work orders.
- The location of the office from which most of the project work will be performed and managed, an organization chart showing the Administrative / Managerial Staff of the office, and a flow chart of key Technical / Professional Staff, including field and risk assessment staff that will be assigned to this project. Similarly, information of Subconsultants' location / organization and key staff should be provided.
- The name of the laboratory(s) that will be used for this project. The selected firm must have the capability of using either in-house or subcontracted laboratory facilities which are qualified to work on IEPA sites. The laboratory shall have an approved IEPA quality assurance plan and follow that plan in performing the analyses.

Firms will be evaluated on their ability to comprehend the scope of work, as evidenced by their statements of interest and prequalification packages, the quality and experience of their assigned staff; team organization including strategic use of Subconsultants, management, and responsiveness; and management and data quality assurances as evidenced by laboratory procedures. The mobilization plan in the SOI will provide sufficient detail to demonstrate understanding of the desired process to accomplish project objectives. Additionally, the firm must comply with the following:

- Use laboratory facilities that are accredited by the IEPA under 35 Illinois Administrative Code 186. The laboratory shall use analytical methods which are able to meet the lowest appropriate practical quantitation limits (PQL) or estimated quantitation limit (EQL) specified in "Test Methods for Evaluating Solid Wastes, Physical/Chemical Methods", EPA Publication No. SW-846 and "Methods for the Determination of Organic Compounds in Drinking Water", EPA, EMSL, EPA-600/4-88/039.
- Use laboratory facilities that are accredited by the AIHA-LAP, LLC under the Industrial Hygiene Laboratory Assurance Program (IHLSP) for industrial hygiene analysis for department properties located in Illinois.
- Use appropriately licensed and certified equipment and appropriately licensed and registered Subconsultants.

The Prime firm must be prequalified in the **Special Services (Hazardous Waste: Advance)** category to be considered for this project.

The selected firm will have a wide range of experience and sufficient breadth and depth to adroitly handle anything in regulated substances, waste / hazardous waste, and environmental compliance. The firm will have expert staff to minimize the start-up learning curve for work under this PTB. Previous experience and knowledge on IDOT projects are not necessarily required. Some work under this agreement will involve experience equivalent to the **Special Services (Hazardous Waste: Simple)** prequalification category.

Statements of Interest, including resumes of only 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).

40. **Job No. P-30-001-25, Various Phase I/II Projects, Various Routes, Various Counties, Bureau of Design & Environment.**

This project requires **6% 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 **May 2, 2023**, at **10:00 AM** at the **Bureau of Design & Environment** Office in **Springfield**.

Phase I/II engineering services are required to provide various environmental studies statewide. The work may include the following topics where expertise is required to fulfill the duties:

- **Project Coordination**  
Processing of Environmental Survey Requests; providing liaison with district offices and local agencies on general environmental issues; providing general environmental expertise; providing review of National Environmental Policy Act (NEPA) documents;
- **Natural Resources**  
Assisting in the management of environmental surveys provided to the department by the Prairie Research Institute; providing expertise on biological and wetland issues; reviewing biological and wetland portions of environmental documents; preparing specialized environmental documents regarding biological and wetland resources;
- **Cultural Resources**  
Assisting in the management of environmental surveys provided to the department by the Prairie Research Institute; providing expertise on cultural resource issues; providing liaison with district offices and local agencies on cultural resource issues; reviewing cultural resource related sections of environmental documents; and
- **Miscellaneous Surveys and Support**  
Providing engineering consulting services for performing and managing various environmental surveys, providing expertise and support for the various efforts of the Bureau of Design and Environment (BDE) including regulated substances, environmental compliance, National Environmental Policy Act (NEPA) project development, and engineering review of design exceptions.

The Consultant is expected to perform work augmenting the environmental processing on state and local agency projects performed by staff of the BDE, including work described below.

- **Project Administration**
  - Attend project coordination meetings as a representative of BDE
  - Assist with the processing of Environmental Survey Requests (ESR)
  - Manage field assignments with programmatic partners for execution of ESR tasks
  - Act as a liaison for BDE to the district offices and local agencies
  - Assist with the review and development of agency policies and procedures
  - Coordinate with other state and federal resource agencies on behalf of BDE

- Provide expertise in various environmental technical disciplines to address agency or project issues
- Assist with management of administrative records
- Assist in the development and execution of training materials and presentations
- Technical Review. Provide expert services to perform technical reviews related to:
  - Wetlands
  - Floodplains
  - Streams
  - Water Quality
  - Air Quality
  - Noise
  - Terrestrial and Aquatic Ecology
  - Erosion and Sediment Control
  - Protect Species
  - Geology
  - Hazardous Waste
  - Cultural Resources
  - Section 106 of the National Historic Preservation Act: Secretary of Interior qualified for archeology, and Secretary of Interior qualified for architectural historian
  - Section 4(f) of the Department of Transportation Act
  - Section 6(f) of the Land and Water Conservation Fund Act
  - Agriculture
  - Public Involvement
  - Environmental Justice
  - NEPA documents for: Categorical Exclusion, Environmental Assessment, and Environmental Impact Assessment
- Additional Services
  - Provide expert services to prepare specialized technical documents such as: Wetland Reports, Protected Species Surveys, Biological Assessments, Historic Context Reports, Memorandum of Understandings, Risk and Liability Assessments, Regulated Substances, Environmental Compliance
  - Assist with Environmental Permitting
  - Field Inspections for review of project compliance with Stormwater Pollution Protection Plans
  - Field inspections for threatened and endangered species, including bats
  - Review and comment on planning and guidance documents, reports, and manuals; including Planning and Environmental Linkages studies, feasibility studies, Community Impact Assessment documentation
  - Assist in the interpretation of GIS and digitalized environmental data
  - Assistance with preparation of in-lieu fee program or mitigation banking prospectus
  - Assist the project development engineering team
  - The Consultant may also be required to assist BDE in reviewing, overseeing, tracking, and prioritizing projects performed by IDOT personnel and other Consultants.

The Consultant staff may be required to perform its work in the Hanley Building in Springfield.

The Consultant's project manager will report to BDE's designated contact.



## IDOT Site Assessment Tracking System

To help BDE and the firm facilitate review of work plans, reports and various technical documents and project tracking, the Consultant is required to upload all information regarding each work order into the IDOT Site Assessment Tracking System (ISATS) web-based application. Information uploaded shall include draft and final work plans, draft and final technical reports, budget information and invoices, analytical results, location maps, photographs, and progress reports and tracking documents. The firm shall conduct quality assurance on documents loaded to ISATS with accurate and timely information and remove draft documents upon conclusion of each work order. ISATS shall be populated promptly with necessary project documents and data and monitored closely throughout each project lifecycle and utilized for its record management and project management capabilities.

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

Work orders under the blanket agreement will be negotiated and authorized by the department on an as-needed basis.

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 engineering fee for this project is \$5,000,000. The completion date for this contract will be 60 months after authorization to proceed.

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

- The person who will perform the duties of Project Manager, that individual in charge who is directly involved in the development of the work products must satisfy all requirements for a full-time Environmental Lead.
- The persons who will perform the duties listed above for Project Coordination, Natural Resources, and Cultural Resources.

The Statements of Interest must also **include**:

- A Project Understanding and Approach, describing in detail on how the Consultant will accomplish the work, including any work that would be performed by a Subconsultant(s).

- The Consultant's relevant projects completed by the firm within the past ten (10) years by members of the Consultant's' key personnel listed in the SOI. Do not include more than ten (10) relevant projects.

The Prime firm must be prequalified in the **Environmental Reports (Environmental Assessment)** category to be considered for this project.

Statements of Interest, including resumes of only 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).

41. **Job No. R-55-001-15, Various Support and Engineering Management for Various Land Acquisition Projects, Central Bureau of Land Acquisition.**

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**.

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 **April 24, 2024, at 10:00 AM** at the **Bureau of Land Acquisition** Office in **Springfield**.

Engineering support and management services are required, by the Central Bureau of Land Acquisition (BLA), for various land acquisition projects. This work may include (but is not limited to):

- Review policies issued by other offices and bureaus for inclusion or revision of the LAPPM.
- Review and update the LAPPM to include latest revisions regarding federal regulations and state guidelines/statutes and miscellaneous BLA recommendations.
- Develop and update policies, guidelines, specifications, standards, forms, and any other BLA resource.
- Develop and produce guidance to assist in the reading and understanding of department construction plans where proposed right of way is needed, as well as right of way plans and plats/legal descriptions to be used by new department employees in land acquisition, local public agencies, and land acquisition services consultants.
- Complete administrative reviews and prepare comments on excess land disposals, department right of way use agreements, jurisdictional transfers and other property management duties as needed.
- Complete administrative reviews and prepare comments on relocation plans and claims, and other relocation duties as needed.
- Complete administrative reviews and prepare comments on appraisal reports/ appraisal review certification reports and field questions from districts and local agencies on complex appraisal issues as they arise, and other appraisal duties as needed.
- Provide training and develop guidance on appraisal reports, to include a new tool for districts to prepare work orders (example, assist in determining assignment of a complex vs. non-complex appraisal report).
- Provide an Illinois licensed, certified general appraiser to train and assist a department employee in obtaining appraisal licensing. Duties would include accompanying/assist department employees in tasks such as: field inspections and property owner meetings; comparable sales information; other information needed to finalize an appraisal report; assist in reviewing and agreeing on scope of work; co-sign appraisal report; provide QA/QC oversight of the appraisal work, including the final report. (The required supervisory class(es) needed for the Consultant may be provided for by the department.)
- Perform the administrative review and prepare comments on various plats and maps including: Statutory Plat of Highways, existing right of way survey plats or maps, excess right of way plats, and centerline survey/plats.
- Complete administrative reviews and prepare comments on corridor protection maps, freeway orders and route location decisions, and other land surveying duties as needed.
- Assisting with Land Acquisition Management System support. This support may include, but is not limited to, testing system functionality, user training, and report development.

This will involve working directly with BLA staff and other bureaus/districts and the department's Office of Chief Council. The Consultant may be required to perform some work in the BLA office.

It is desired the Consultant team have:

- Experience and/or demonstrated ability in research, development, and production of technical manuals, including the preparation of training material or manuals for the department and other departments of transportation.
- Detailed knowledge of and experience in working with land acquisition policies and procedures, including the department's LAPPM, Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, Illinois Compiled Statutes (Plat Act 765 ILCS 205/2, Highway Code – Property Acquisition 605, ILCS 5/4-201.16, Freeways 605 ILCS 5/8-103, and the Eminent Domain Act 735 ILCS 30).
- Ability to use the latest version of cloud-based Microsoft Office products, Bentley products, and online web-based meeting platform services such as Cisco Webex, Microsoft Teams and Zoom.
- At least ten (10) years of experience in the plat, appraisal, acquisition and relocation of complex land acquisition parcels, including whole acquisitions.

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

Work Orders under a blanket agreement will be negotiated and authorized by the department on an as-needed basis.

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	5
Proposed DBE use	5
Available work capacity of firm	5
The Firms experience with required project work	25
Firms understanding/method of accomplishing project requirements	20

The estimated engineering fee for this project is \$1,450,000. The completion date for this contract will be 60 months after authorization to proceed.

Key personnel listed on **Exhibit A & B** 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 Engineer).
- The person(s) who will perform the duties of Project Engineer. This person(s) may be directly involved and responsible for engineering and technical support for the Bureau. Duties may include review of project development reports and/or construction plans with proposed right of way acquisition and will be involved in the development of guidance material to assist in the reading and understanding of department construction plans and right of way plats/legal

descriptions to be used by department employees in land acquisition, local public agencies, and land acquisition services consultants (must be an Illinois Licensed Professional Engineer).

- The person(s) who will be directly involved in developing/writing/reviewing policies, manuals and/or training (both in-person and online) and guidance material.
- The person(s) who will be responsible for appraisal support for the Bureau and may be directly involved in training department employees to become a licensed appraiser, and may be directly involved in the administrative review of appraisal reports/review certification reports (must be an Illinois Licensed Certified General Appraiser and on the department's approved specialty agent list).
- The person(s) who will assume the duties of Land Surveyor will be responsible for land surveyor support for the Bureau and may be directly involved in the administrative review of plat of highway, legal description, right of way plans, corridor protection maps, freeway orders and route location decisions (must be an Illinois Licensed Professional Land Surveyor). The **Special Services (Surveying)** prequalification category requirement may be completed by the Sub and/or Prime Consultant.
- The person(s) who will be responsible for property management support for the Bureau, which may include the duties of property management processes, some may include: excess land disposal, right of way use agreements, and jurisdictional transfers.
- The person(s) who will be responsible for relocation support for the Bureau, which may include work such as relocation administrative reviews (must be on the department's approved specialty agent list).

The Statements of Interest must also **include**:

- Firm's experience with the development of technical policies and/or manuals.
- Firm's experience in the development of training or guidance material.
- Firm's experience with the development and/or review of Phase I studies and Phase II construction plans where right of way is needed; and firm's experience working on department highway projects in the preparation and/or review of Plat of Highways and Legal Descriptions.
- Firm's experience in working on department highway projects in the development and/or review of Appraisal Reports, Appraisal Review Certification Reports, Acquisition conveyance documents needed for clear title, title commitment reports, relocation plans and processing of associated claims, property management.

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

**Highways (Roads and Streets)**

**Location Design Studies (Reconstruction/Major Rehabilitation)**

The Prime, staff and Subconsultant(s) must **also** be approved on the following IDOT Bureau of Land Acquisition's approved lists to be considered for this project (<https://idot.illinois.gov/doing-business/procurements/land-acquisition-services/specialty-agent.html>):

**Approved Appraiser Listing**

**Approved Negotiator Listing**

Statements of Interest, including resumes of only 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).

**42. Job No. P-20-001-24, Various Phase I/II/III Projects, Various Routes, Various Counties, Bureau of Railroads.**

This project requires **30% DBE** participation, or if the contract goal is not met, documented evidence of good faith efforts.

The **Complexity Factor** for this project is **0.07**.

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 **May 1, 2024, at 10:00 AM** at the **Office of Intermodal Project Implementation in Chicago**.

Phase I, II, III, and long-term maintenance oversight services are required for the CREATE Program in Illinois. The Consultant Program Manager (PM) will manage various projects, which are under contract with other Consultant engineering firms.

The PM will be expected to perform work similar to an IDOT Section Chief & staff. This work may include but is not limited to engineering, technical management, land acquisition, environmental and administrative services to assist in bringing to completion as expeditiously as possible various elements of the Program.

For work involving land acquisition, 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, 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.

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

The work anticipated for under this contract may include, but not be limited to:

- Manage engineering Consultant projects assigned, including reviews and contract administration
- Manage and track project-level cost, schedule and budget requirements, and coordination with IDOT program-level and assigned project-level controls personnel
- Validate and monitor project scope
- Identify and implement all necessary coordination and communication within and outside the department; to IDOT and other CREATE stakeholders as required
- Hold regular progress meetings and briefings for IDOT including FHWA where details of the project and progress are presented
- Facilitate and expedite the resolution of technical issues, drawing upon necessary resources and experts in applicable disciplines
- Facilitate the resolution of contractual issues, drawing upon necessary resources within IDOT
- Facilitate, support, and generate information to be shared with public
- All other work as required to manage the Program

The department will make available all IDOT, FHWA and other applicable procedures, standards, and specifications, and any other available documents.

Work orders under the blanket agreement will be negotiated and authorized on an as-needed basis.

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	5
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
Project Specific Criteria: Experience in Railroad Coordination, Quality Assurance (Complex Projects), land acquisition, CREATE experience, and firm's understanding/method of accomplishing project requirements	30

The estimated engineering fee for this project is \$13,000,000. The completion date for this contract will be 60 months after authorization to proceed.

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

- The person who will assume the duties of Program Manager for all aspects of the work documents and include applicable railway experience.
- The person who will assume the duties of Program Engineer, that individual-in-charge (must be an Illinois Licensed Professional Engineer) and include applicable railway experience.
- The Environmental Lead, who will be responsible for the oversight of the environmental work effort and the persons responsible for all environmental disciplines including air quality, water quality, traffic noise, community impacts, and ecology. Environmental staffing on **Exhibit B** must match the staffing presented in the firm's most recently approved Statement of Experience and Financial Condition
- The person(s) performing the Construction Inspection. The **Special Services (Construction Inspection)** prequalification category requirement may be completed by the Sub and/or Prime Consultant.
- The person(s) who will perform the QC/QA review work of all milestone submittals (must be an Illinois Licensed Professional Engineer) and include applicable railway experience.
- The person who will assume the duties of Program Control Manager for all aspects of the project performance.



The Statements of Interest must also **include**:

- The approach the firm would take on this project, managing experience, etc. as well as an outline of proposed procedures to be used in meeting project objectives.
- Additionally, the Consultant must be experienced in MicroStation, ArcGIS, and Primavera software systems. Consultants are also required to furnish a list of related railway experience completed in the last five (5) years.

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

**Location Design Studies (New Construction/Major Reconstruction)**

**Transportation Studies (Railway Engineering)**

The **Environmental Reports (Environmental Impact Statement)** prequalification category requirement may be completed by the Sub and/or Prime Consultant. The environmental work must be performed using staff that has been presented in your most recently approved Statement of Experience and Financial Condition.

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

**After all responses have been evaluated, firms may be asked to make oral presentations during the week of April 15, 2024.**

43. **Job No. P-75-001-24, Owner's Representative Services, Various Projects, Bureau of Innovative Project Delivery.**

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 an initial meeting on **April 30, 2024, at 9:00 AM** with the **Bureau of Innovative Project Delivery** in **Chicago**.

Owner Representative services are required to provide will provide professional advisory services to assist the Illinois Department of Transportation (the Owner) throughout all matters of pre-development and development Phases for alternative delivery projects utilizing CMGC, PDB and DB delivery methods throughout the State. This will include general services as well. The Owner's Representative will not replace the design engineer, builder, or other consultants. The Owner's Representation will not act with legal authority on behalf of the Agency.

The scope of work for work orders issued under this agreement may include but limited to:

**Pre-Development Phase Services**

- Review information pertinent to the project including but not limited to pre-design studies, preliminary site plans, Owner research, project concepts, and NEPA, ROW, Railroad
- Shall become familiar with and provide services that are consistent with all applicable Laws and requirements of easements, licenses, and other agreements.
- Prepare any or all stages of project Request for Qualifications (RFQs).
- Prepare any or all stages of project Request for Proposals (RFPs).
- Assistance with qualifications and proposal evaluations.
- Preparation of contract documents and addendums.
- Negotiation support.
- Assistance with Independent Cost Estimating (ICE) services.
- Support with Alternative Technical Concepts (ATCs).
- Facilitate risk workshops. Support with Risk Assessments, Plans, Analysis, Assignments, and maintain project risk register.
- May meet with Owner and its risk management/insurance consultants to discuss and make recommendations regarding the development and implementation of a risk management program for the project.
- Shall assist Owner in the compliance with the Agency's standard contracting protocol, including any Disadvantaged Business Enterprises (DBEs) applicable to the project and applicable federal and state laws.
- Shall consult with and advise Owner concerning appropriate construction delivery method, such as separate Prime contractors and sequenced bid packages.
- Shall provide leadership on all matters relating to the planning, design, permitting, governmental approvals, construction, and other activities necessary to complete the project.
- Prepare and submit to Owner a preliminary estimated schedule for completion of the design and construction, the various major activities to be undertaken, and the approximate timing of commencement and completion of such activities, which Owner representative (Project Manager) shall monitor and revise from time to time throughout project; assist Agency in establishing a project budget based on a preliminary estimate of project costs, including

without limitation Owner's internal costs, which Owner's Representative shall frequently update with increased detail as the design of the project progresses; and manage the project schedule and project budget to manage cash flow, maximize value, keep the work progressing in a logical manner, and avoid or mitigate interruptions of design and construction.

- Advise and assist Owner in all activities necessary to obtain any and all Right-of-Way (ROW) for development of the project, and/or the provision(s) of adequate utility services and access thereto.
- Assist in obtaining permits for the project, coordinate with various governmental agencies having permit responsibilities with the project; along with the Owner, be a representative at meetings with the applicable governmental units; recommend to the Owner appropriate policies and decisions to be followed on matter affecting the project; direct the parties to ascertain whether there are any significant standards, codes and/or governmental compliance issues; coordinate with the obtaining of permits and other approvals for the project; and advise Owner as to any material issues noted.
- Owner's Representative to schedule and attend regular meetings with Design Engineer related to development of the design.
- Owner's Representative to provide recommendations to Owner regarding construction feasibility, value engineering, availability of materials and labor, time requirements for construction, and factors relating to costs, including costs of alternative designs or materials consistent with the project, budget and schedule, and possible cost reductions and economies if and when to reconcile project budget, program and schedule.
- Owner's Representative to review and comment on drawings and specifications for the project (Construction Documents), as prepared. Owner's Representative to assist Owner in the evaluation and recommendation of appropriate design alternatives in light of the Owner's program, project budget and schedule, provided the Owner's Representative not assume any of the Engineer's responsibilities for the design or any of the general contractor's responsibilities for construction means, methods or costs.
- Upon approval by Owner of design development plans and specifications, Owner's Representative to lead the process on behalf of the Owner in reviewing and coordinating the preparation by the Engineer and other project consultants of the construction documents for the project; and make recommendations on alternative solutions whenever design details appear to adversely affect construction feasibility, the project program, budget or schedule, or cause the project to deviate from the approved drawings or requirements.
- Owner's Representative to prepare and update cost estimates for the estimated project costs to be incurred by Owner in designing and constructing the project, including the projected monthly expenditures for the term. The Project Cost Estimate to include separate line items for each cost category included in the project cost, with line items for anticipated contracts and subcontracts. Owner's Representative to evaluate pricing for any alternatives.
- In consultation with the Design Engineer and Contractor, Owner's Representative to provide value engineering to analyze and make recommendations concerning availability of materials and labor, time requirements for installation and construction, and other factors related to costs, including costs of alternative designs and/or materials, and possible cost reductions and economies. Owner's Representative shall provide value engineering recommendations to Agency, but the final decision will in every instance, be the Agency's decision.
- Owner's Representative recommends modifications to the project program, design, budget and schedule to reconcile with the others, and for final decision by Owner.
- Owner's Representative will act as Owner's representative in coordinating and assisting in the preparation of bid documents. Owner's Representative shall manage the bid process and execution of contracts in accordance with Owner's requirements.

- Owner's Representative to conduct pre-bid conferences to familiarize bidders with the bid documents and any special or unique project qualities, materials, or methods.
- Owner's Representative will review bids, prepare analyses, and make recommendations to Owner for award of contract for the project.
- Owner's Representative to provide recommendations regarding Contractor's proposed mobilization schedule, temporary project facilities, equipment, materials and services during construction and the assignment of responsibilities relating to the same.
- Owner's Representative shall conduct pre-award conferences for a project construction contract; advise Owner of the negotiation of business terms of each project construction contract; and advise Owner of acceptability of Contractor for the project.
- Owner's Representative shall make recommendations as to the timely and economical purchases of materials and equipment and monitor the purchase of such items.
- Owner's Representative shall review and comment on all safety, health and environmental protection measures, and make recommendations with respect to any changes thereto that Owner's Representative deems necessary or appropriate.
- After Owner awards each project contract, Owner's Representative shall assist Owner in the preparation of all necessary site logistic plans, traffic flow diagrams and plans for the performance of the applicable work as a result of the review and coordination of the implementation plan, showing the use of designated roadways or street lights, the closing of any roadways, streets and/or sidewalks, and the re-routing of any traffic; and assist in obtaining necessary government approvals required to implement such traffic plans.

#### **Development Phase Services**

- Owner's Representative will represent Owner in its communications with CMGC, Design Builder and other consultants; schedule, attend and conduct progress meetings and regular on-site meetings to review construction progress and pay requests, and to provide appropriate recommendations to the Owner concerning the Owner's decisions on construction matters, including alternative designs or materials; and coordinate, review and advise Agency on change orders, submittals and requests for information.
- Owner's Representative will assist and review the processing of change orders; advise Owner concerning the necessity for, scope of, and recommended cost of change orders; and negotiate on Owner's behalf, all change orders with Contractor for Owner approval. The final project budget and/or projects schedule, as applicable, will be revised to reflect approved change order.
- Owner's Representative shall review applications for payment, review and certify certificates for payment, and make written recommendations to Owner concerning payment. Owner's Representative's certification for payment shall constitute a representation to the Owner that to the best of the Owner's Representative's knowledge, information and belief, the work has progressed to the point indicated and the quality of the work is in accordance with the Contract Documents. The issuance of a certificate for payment shall further constitute a representation that the Contractor is entitled to payment in the amount certified. In addition, the Owner's Representative and Owner shall cooperate with each another to develop an orderly procedure for review and payment of project costs and expenses.
- Owner's Representative shall coordinate the review and approval of shop drawings, product data and other submittals by Contractor.
- In conjunction with the Contractor, who has Prime contractual responsibility, the Owner's Representative shall additionally review and advise the Owner on the adequacy of the Contractor's personnel and equipment, and the availability of materials and supplies to meet the Contractor's schedules in relation to the project schedule.

- Owner's Representative shall advise the Owner concerning the procurement of materials by Contractor, and regarding budget and schedule implications.
- Owner's Representative will attend on-site review of the project to confirm substantial and final completion of the construction of the project and notify Owner when Owner's Representative believes the work under a project contract is substantially complete and that a punch-list should be prepared.
- Owner's Representative shall obtain from Contractor as-built drawings, as construction completes.
- Together with Designer and Contractor, Owner's Representative shall monitor and observe the testing and start-up of all utilities and equipment for the project, and review test reports.

The firm selected as the Prime for this contract will be prohibited from participating on any CM/GC, Progressive Design Build, or Design Build contract(s) on which this Owner's Representative contract will be utilized. Additionally, Subconsultants on this contract will not be able to participate on any Work Orders involving contracts where they are participating as either a Prime or Subconsultant.

Owner's Representative will be subject to confidentiality regarding alternative delivery projects and any proprietary solutions and information, associated with alternative technical concepts (ATCs) submittals provided to the department.

Work orders under the blanket agreement will be negotiated and authorized by the department on an as-needed basis.

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
Proposed DBE use	10
Available work capacity of firm	10
The Firms experience with required project work	25
Firms understanding/method of accomplishing project requirements	15

The estimated engineering fee for this project is \$5,000,000. The completion date for this contract will be 60 months after authorization to proceed.

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

- The person who will assume the duties of Project Manager for all aspects of the work documents (must be an Illinois Licensed Professional Engineer).
- The person who will perform the duties of Project Engineer, that individual in charge who is directly involved in the development of the contract documents (must be an Illinois Licensed Professional Engineer).
- The person who will perform the duties of the Structural Engineer, and who will be in charge of the 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 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 **Structures (Highway: Typical)** prequalification category requirement may be completed by the Sub and/or Prime Consultant.
- The person who will review the work in the area of reconstruction/major rehabilitation (must be an Illinois Licensed Professional Engineer). The **Location Design Studies (Reconstruction/Major Rehabilitation)** prequalification category requirement may be completed by Sub and/or Prime Consultant.
- The person who will perform the work in the area of geotechnical analysis and the Structural Geotechnical Report (SGR) (must be an Illinois Licensed Professional Engineer or an Illinois Licensed Structural Engineer). The **Geotechnical Services (General Geotechnical Services)** and **Geotechnical Services (Structure Geotechnical Reports (SGR))** prequalification categories may be completed by the Sub and /or Prime Consultant.
- The person in charge of CSS/Public Involvement procedures. Include a detailed description of CSS/Public involvement work he/she has directed involving facilitation of community advisory group meetings, public meetings, and public hearings; organizing work groups and press conferences; drafting press releases and property owner contact letters, etc. The **Special Services (Public Involvement)** prequalification category requirement may be completed by the Sub and/or Prime Consultant.

The Statements of Interest must also **include**:

- A Project Understanding and Approach, describing in detail on how the Consultant will accomplish the work, including any work that would be performed by a Subconsultant(s).
- The Consultant's relevant projects completed by the firm within the past ten (10) years by members of the Consultant's' key personnel listed in the SOI. Do not include more than ten (10) relevant projects.

The Prime firm must be prequalified in the **Highways (Freeways)** category to be considered for this project.

The **Environmental Reports (Environmental Assessment)** prequalification category requirement may be completed by the Sub and/or Prime Consultant. The environmental work must be performed using staff that has been presented in your most recently approved Statement of Experience and Financial Condition.

Statements of Interest, including resumes of only 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).

# RECURRING NOTICES

---

The following is a collection of past notices kept for historical reference and reminders to firms if they wish to navigate through them.

# **NOTICE**

## **EEO 1981 FORM**

**Published: November 3, 2022**

---

The EEO 1981 form is no longer required within the proposal packet.

The Bureau of Civil Rights eliminated this form in September.



# NOTICE

## EPAS SOI CHANGES

Implementation Date: November 3, 2022

The following changes have been implemented:

### CONTENTS

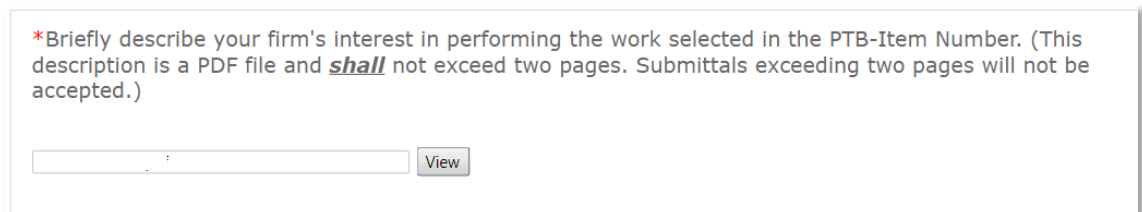
FIRM INTEREST & PHOTOS .....	1
EXHIBIT A.....	2
EXHIBIT B.....	4
PROJECT EXPERIENCE.....	5

### FIRM INTEREST & PHOTOS

1. We are enforcing the 2 page limit for attachment one. If your firm exceeds the 2 page limit, we will **not** accept your SOI for that particular item. You will receive an email from Central Bureau of Design and Environment indicating if your SOI was rejected. The text will read:

*Briefly describe your firm's interest in performing the work selected in the PTB-Item Number. (This description is a PDF file and **shall not** exceed two pages. Submittals exceeding two pages will not be accepted.)*

Should look like this:

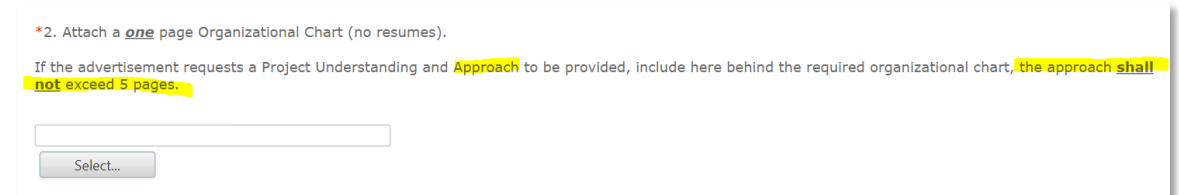


\*Briefly describe your firm's interest in performing the work selected in the PTB-Item Number. (This description is a PDF file and **shall** not exceed two pages. Submittals exceeding two pages will not be accepted.)

2. Organizational chart will now be mandatory.

IF the advertisement indicates a Project Understanding and Approach is required, then it will be attached here behind the org chart.

Should look like this:



\*2. Attach a **one** page Organizational Chart (no resumes).

If the advertisement requests a Project Understanding and **Approach** to be provided, include here behind the required organizational chart, **the approach shall not exceed 5 pages.**

## EXHIBIT A

- Under Staffing Totals we are adding instructions to clarify what we are requesting:

Should look like this:

**Staffing Totals**

This section is the number of staff you are proposing to put towards the advertised services within the item (not firm's total staffing of the company). This will also feed into the Exhibit A form that is required to be signed by your firm. Full time equivalent staff should be added.

Management	Professionals	Sub-professionals
	Engineers <input type="text"/>	Technicians <input type="text"/>
	Land Surveyors <input type="text"/>	Draftsmen <input type="text"/>
	Architects <input type="text"/>	Survey Crew <input type="text"/>
	Others <input type="text"/>	Clerical <input type="text"/>
		Other <input type="text"/>
<b>Total</b> <input type="text"/>	<b>Total</b> <input type="text" value="0"/>	<b>Total</b> <input type="text" value="0"/>
		<b>Total Project Staff</b> <input type="text" value="0"/>

- We are removing the "Project Completion Date" question, which will in return remove it from the Exhibit A PDF as well:

\*Firm will complete project within estimated time listed in the project advertisement --Please Select--

**Project Experience**

Select...

4. Summarize any other information specifically requested in the project as

Select...

**\*5. CONSULTANT'S EXHIBIT A**

The Consultant's Exhibit A form is required for each item for successful elec convert the signed form to PDF document and attach below. If this form ha information is either added or deleted on the Exhibit A and Exhibit A Staffin sign and re-attach.

[Print](#)

Select...

**Other Required Key Staff:**

\*If work is being done by a subconsultant, list firm name also. Attach resumes of above-listed personnel.

Management	Professionals	Sub-professionals
Total 0	Engineers 0	Technicians 0
	Land Surveyors 0	Draftsmen 0
	Architects 0	Survey Crew 0
	Others 0	Clerical 0
		Other 0
	<b>Total</b> 0	<b>Total</b> 0
		<b>Total Project Staff</b> 0

Firm will complete project within estimated time listed in the project advertisement: **NO** ❌

If No, explain:

List all Subconsultant(s) and denote if sub is a DBE, and the Item(s) (category(ies)) of work with the estimated % they will perform.

Firm Name	DBE	Category(ies)	Est. %
Firm is Proposing a Mentor-Protégé on this project: NO			
Firm Name	Category(ies)		
Firm is Proposing Teaming on this project: NO			

3. We are removing the Subconsultant Table from within the Exhibit A **PDF** since we have this information listed in the Subconsultant Utilization Plan (attachment 6):

**\*5. CONSULTANT'S EXHIBIT A**

The Consultant's Exhibit A form is required for each item for su attach below. If this form has already been printed and attache required to re-print the form, sign and re-attach.

Print Select...

List all Subconsultant(s) and denote if sub is a DBE, and the item(s) [category(ies)] of work with the estimated % they will perform.

Firm Name	DBE	Category(ies)	Est. %
B Test Firm			

4. We are adding a note under Staffing tabs that:

Attach resumes\* of above-listed personnel, resumes ***shall*** not exceed 2 pages.

Should look like this:

**Other Firms**

No firms currently available. Enter Other Firms in Exhibit A first before adding staff.

**Please note:**

- Only one Project Manager is allowed and must come from a Prime/Teaming firm.
- Only one Project Engineer is allowed and must come from a Prime/Teaming or PreQualified Subconsultant firm.
- QC/QA personnel must be different individuals than the staffing, which prepared the documents.
- Attach resumés of above-listed personnel, resumés ***shall*** not exceed 2 pages

Save Exhibit A

\* Resumes should ***only*** be attached for personnel requested under this section of the advertisement, and do not include any additional resumes unless requested within the advertisement: Key personnel listed on Exhibit A for this project must include.

5. Under Main Staff we are adding to the drop down "Structural Engineer":

Should look like this:

Insert / Edit Staff Member

**Staff Information**

\*Firm Name: --Please Select--

\*StaffType: --Please Select--  
Project Manager  
Project Engineer  
Structural Engineer  
QC/QA Roadway  
QC/QA Structures

\*First Name: \*Last Name:

Office Location

\*City: \*State: --Please Select--

## EXHIBIT B

1. When Location Design Studies is required, we are removing the “Attachment 2” which requested:

“List and describe in short paragraph up to a maximum of three less complex Location Design Studies your firm has completed in the last ten years, include completion dates for project. If IDOT project(s) use PTB# and Item#.”

There will now only be two attachments required.

The screenshot shows a web form titled "Location/Design Study Work" with tabs for "Location/Design Study", "Environmental Work", "Environmental Staff", and "Other Environmental Staff". The form contains two questions. The first question is visible and asks to list and describe up to five similar or more complex Location/Design studies. The second question, which is crossed out with red X marks, asks to list and describe up to three less complex Location/Design studies. Each question has a text input field and a "View" button.

2. When Environment is required, we are removing the “Attachment 4” which requested:

“Briefly describe how the environmental staff will be incorporated into the study process. Particular attention should be given to those not based in the primary office who are responsible for conducting the work. (This description should not exceed one page).”

The screenshot shows a web form titled "Environmental Work" with tabs for "Location/Design Study", "Environmental Work", "Environmental Staff", and "Other Environmental Staff". The form contains four questions. The first three questions are visible and ask to describe environmental reports, environmental issues, and project procedures. The fourth question, which is crossed out with red X marks, asks to describe how environmental staff will be incorporated into the study process. Each question has a text input field and "Remove" and "View" buttons.

## PROJECT EXPERIENCE

---

1. Changing the requirements for Attachment #3 to be as follows:

Should look like this:

3. Summarize any experience of the staff or firm(s) (prime and sub work combined) in accomplishing similar types of work within the last **10** years. This information should be concise and relevant to the expertise required for this specific project.

Attachment **shall not** exceed **20** pages.

Select...

2. Changing the requirements for Attachment #4 to be as follows:

Should look like this:

4. Unless additional information is required within the advertisement this field should be **blank**.

Teaming Agreements if applicable should be included here.

Select...

The following are the questions that was asked during the WebEx on Friday, October 28, 2022 @ 9:30 AM for IDOT SOI Changes.

## Contents

FIRM INTEREST 2 PAGER .....	1
ORG CHART .....	1
PROJECT UNDERSTANDING AND APPROACH .....	2
EXHIBIT A & RESUMES.....	3
STAFF INFORMATION.....	6
STAFFING TOTALS .....	7
EXHIBIT B .....	7
PROJECT EXPERIENCE .....	7
ADDITIONAL INFORMATION.....	7

---

### FIRM INTEREST 2 PAGER

**Q: Does the SOI 2 page limit includes the cover page?**

**A:** Yes, but it should be strictly two pages, if you include a cover page that counts as one page, and you have one page left to put information in.

---

### ORG CHART

**Q: To confirm, all staff on Org Chart should be included on Exhibit A and staffing totals?**

**A:** It depends how you display your org chart. Some org charts are very high level with just firm names, and others have individual staff members. IF that staff member is doing a key role or part being requested or is someone you want to highlight then they should be in the Exhibit A with an attach resumes under the Exhibit A Staffing arm.

---

**Q: Is the Org Chart only to show the staffing breakdown that will work on that specific project, or should it show all of the employees in the firm (i.e. same Org Chart for all projects)? Are Subconsultants to be shown?**

**A:** It should be specific to the project. Yes and subconsultants should be displayed.

---

**Q: On the org chart should we only include exhibit A people or everyone we are proposing for the project?**

**A:** See question above.

---

**Q: Will IDOT allow 11x17 org charts?**

**A:** Yes, as long as it does not exceed one page, and probably nothing larger than 11x17.

---

## **PROJECT UNDERSTANDING AND APPROACH**

**Q: A Project Understanding and Approach are not necessary unless requested in the PTB item?**

**A:** Correct, unless we specify it in the ad it is not required. Limit the approach to 5 pages unless specified in the advertisement.

---

**Q: That's a big "if requested" on that submission box. Our firm includes an understanding and approach whether or not it's requested. Will that count against us if we continue doing that?**

**A:** It shall not be included unless requested.

---

**Q: The Project Understanding and Approach is not to be put with the org chart unless required/asked for. Is that correct?**

**A:** If it is asked for, include behind the org chart as another page in the combined PDF file, see question above.

---

**Q: Just to clarify, you should only include a project understanding with org chart if specifically asked?**

**A:** See question above.

---

**Q: What happens if a consultant provides a Project Understanding and Approach, when not asked for? Will they be rejected? Should the Districts just disregard?**

**A:** May either not be accepted or graded down due to not following instructions.

---

**Q: Is there a page limit to the project approach?**

**A:** Limit the approach 5 pages unless specified within the advertisement. See question above.

---

**Q: So at the bottom of the org chart you can enter the project understanding, or is that a separate page**

**A:** No it's a separate page from the org chart. You just combine it into a single PDF file for uploading purposes.

---

**Q: How does the project understanding & approach differ from the SOI?**

**A:** SOI is more of a big picture/executive summary, and a project understanding & approach then you would get into the specifics.

---

**Q: Will the evaluation criteria be changing especially if an approach may not be required? Currently the following criteria is listed on every item: Firms understanding/method of accomplishing project requirements**

**A:** You are still providing a high level summary in the 2 page requirement; we will ensure the evaluation criteria is appropriate though based on what the District proposes.

---

## EXHIBIT A & RESUMES

**Q: Should resumes be included for ALL staff shown on Exhibit A?**

**A:** Only staff requested within the PTB Advertisement should be included, with resumes.

---

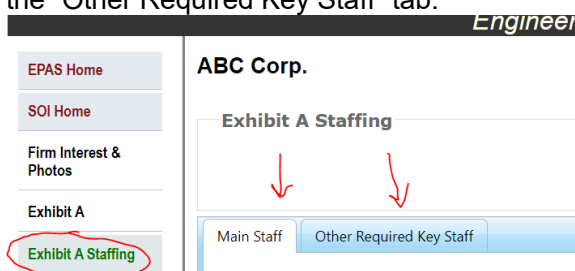
**Q: Is that two pages per resume or in total for all main staff?**

**A:** 2 pages **PER** resume. So you could in theory have 5 resumes each having 2 pages.

---

**Q: Will the resumes still need to be attached behind the Exhibit A PDF? Or will we just need them in the Main Staff?**

**A:** No please do not attach/combine them with the Exhibit A PDF, they should all reside under "Exhibit A Staffing", so they are in a centralized location. They should be in either the "Main Staff" tab or the "Other Required Key Staff" tab.





**Q: If 5 key personnel are listed in the ad, is it correct that only 5 resumes should be submitted and only 5 listed on staffing table? Often the team will show capacity through additional support roles exemplified by additional resumes and/or additional names on the org chart, with all included on the staffing table. For example, a project with 5 key personnel listed might be executed with 10+ personnel. Which is compliant?**

**A:**

- (1) If the ad requests only 5 key personnel/roles to be identified, you should identify them in the Exhibit A Staffing tabs, including a resume for each individual you identify.
- (2) Your Staffing Totals, if you are proposing only 5 individuals towards the project, then yes you will list only those 5 in the table. BUT that table matrix does not mean to sum/display ONLY the key people, but all staff you are proposing on the project. So if you have say a “clerical” person you want to count, you can include them in the Staffing Totals table matrix, thus having maybe 6 people towards that project. Hope this clears it up.

Your comment “For example, a project with 5 key personnel listed might be executed with 10+ personnel.” Is correct, you would show 10 people in the table then.

---

**Q: Exhibit A Staffing totals: include the count of the whole team (including subs) or just the submitting firm count?**

**A:** Should be the whole team, prime and sub in total.

---

**Q: Should we only submit resumes for roles listed in the advertisement or should we submit resumes for all roles on the org chart?**

**A:** The resumes that are required are those that we list under this section of the ad:

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

---

**Q: For Key Staff, I just want to verify it is OK to add Staff/Resumes beyond those listed in the advertisement?**

**A:** No – only include those that are asked for – see question above.

---

**Q: The subconsultant table is no longer part of Exhibit A and only part of the Consultant Utilization Plan. However, currently, the sub information is entered in the Exhibit A tabs. Does that change now since it isn't part of Exhibit A any longer?**

**A:** I apologize, I did not make that part clear. The electronic table where you add subconsultants will still be required, it just will not appear in the Exhibit A PDF version anymore, just the Subconsultant Utilization Plan PDF.

Still required, and needs filled out if you have subs being proposed:

**Subconsultants Work Performed**

IDOT PreQualified Firms

--Select To Add Firm--						
Firm Name	DBE	Qualifications	Categories	%Work by Firm	Edit	Delete
B Test Firm	No		<input type="button" value="View"/>		<input type="button" value="Edit"/>	<input type="button" value="Delete"/>

---

**Q: Do all subconsultants need to be represented on Exhibit A?**

**A:** IF you have sub performing a key role or want to identify the person and include their resume then you will add them to the Exhibit A. Per the question above, you will still list out the subconsultant, their prequal categories they will work in and estimated % of work.

---

**Q: If the subconsultant table has been removed, does that no longer populate the Delinquent Debt?**

**A:** See questions above, you will still disclose the subs, their prequal categories, % of work. This will then populate the Delinquent Debt and the Consultant Utilization Plan PDF. What was removed was the sub table on the Exhibit A PDF version.

---

**Q: Does the Exhibit A include the staff of sub-consultants as well as Prime?**

**A:** Yes, if you are identifying them, they can be included, especially if they are performing one of the specified roles we request within the advertisement.

---

**Q: On Exhibit A: Key Staff, on the example you shared on the screen, the bullet point for Lead Structural Engineer, says: The staff performing this work must be identified. Hence, are resumes required for all the structural engineers on the item?**

**A:** Resumes would be required for all staff performing that work, yes, and identified in Exhibit A with an attached resume in the Exhibit A Staffing arm of EPAS.

---

**Q: Anyway that subconsultant employees can be populated in the drop down boxes so we don't have to enter their info over and over and over and over for each item. It is so time consuming.**

**A:** We will look into this.

---

**Q: Is the district going to be adding a prequalification category for things like "Value Engineering - CVS + PE requirement" which have been showing up frequently on PTB requests? It always causes confusion in EPAS how we depict these individuals/firms.**

**A:** At this time we do not foresee adding Value Engineering as an official category. IF you have a firm you are proposing to do the Value Engineering work, it depends on the firm. We do a handful of firms who specialize strictly in VE and are not prequalified in any other work, thus you would add them to the "Other Firm" table. IF you are using a firm who is prequalified in other categories of work, you can't add that "category" per say because they are not a specialty. Ensure that firm is highlight either in the Firm Interest and/or Org Chart.

---

## STAFF INFORMATION

**Q: Can QA/QC Survey be added to the QA/QC group?**

**A:** Yes, we can add that as an option in the drop down.

---

**Q: For construction items, a Resident Engineer is typically requested but an RE is not listed under Main Staff within EPAS. Does selecting the Project Manager option suffice?**

**A:** Yes the RE would be listed as a Project Manager.

---

**Q: There are some items that do not have an RE requirement, however EPAS asks for a project engineer on the main staff table. What should be inserted for these situations?**

**A:** If I understand the question correctly, EPAS will always require you to put a Project Manager, and you should identify the individual and we will try and make sure that is in the advertisements in the future.

---

**Q: Is it looked at as a positive or negative to add additional staff resumes that are not key or requested? The way it's worded now makes it seem like we are ONLY allowed to include resumes for key people.**

**A:** It is recommended to include resumes of the individuals requested.

---

## STAFFING TOTALS

**Q: Do all staff in staffing totals need to be represented in the org chart and/or exhibit a?**

**A:** No they do not.

---

**Q: For Staffing Totals, if Management is an Engineer, should they be listed as Engineer or Mgmt?**

**A:** I would put them in what will be their main role.

---

**Q: Under Staffing Totals, for the Line item "Survey crew" are you expecting I provide how many crews will be used OR a head count of the crew? i.e. 2 crews vs 6 headcount?**

**A:** Head count.

---

**Q: Can a staff be counted twice in the staff table?**

**A:** No, just once please.

---

## EXHIBIT B

**Q: What's the difference between the Location/Design Study Experience and Project Experience sections? Aren't these a listing of the same projects?**

**A:** If you list experience in the Exhibit B – you are limited to only a certain number of experience/projects for Location Design Studies. If you provided that experience and do not wish to showcase any other projects then you technically can just leave the Project Experience section blank because you already showcased the projects in the Exhibit B tab.

---

## PROJECT EXPERIENCE

**Q: You said "work completed within the last 10 years" but the description doesn't include the word "completed." Can the projects we include be in-progress?**

**A:** I was hoping no one would catch my error (good catch!). Yes, it can be in-progress projects. We were at one point going to make it "completed" projects, but I misspoke, and it can be in-progress projects.

---

## ADDITIONAL INFORMATION

**Q: How often will "additional information" be requested for projects**

**A:** It's very hard to tell, it depends on the project and scope of services we are advertising. It can vary.

---

**Q: Do you require mentor protege agreements submitted with the PTB or after award?**

**A:** No it is not required at the time of SOI, it would be after the award.

---

**Q: For teaming agreements is this only for formal JVs or does IDOT want hand shake agreements with our subs? often we have a loose agreement with our subs and finalize agreements when the PTB is awarded.**

**A:** At the time of SOI, you should be submitting a signed formal Teaming agreement. As for subs, once you selected, you will enter into your own subconsultant agreements which will be required at a later time.

---

**Q: Where do you like to see TOCs located?**

**A:** No preference.

---

**Q: Can the district be more specific about some issues that are anticipated on a project, flooding, special off days, etc...**

**A:** Encourage the Districts to use the Negotiation Information Page which can be found on our IDOT Website: [http://apps.dot.illinois.gov/eplan/ptb/](http://apps.dot.illinois.gov/eplan/desenv/ptb/)

---

# NOTICE

## MENTOR PROTÉGÉ GUIDELINES

**Published: August 4, 2022**

---

The Department is pleased to announce that effective with PTB 205, the Mentor-Protégé program is now approved to be used on both State or Federally funded consultant contracts. The [Program Guidelines](#) have been revised to reflect this change. Please visit the [IDOT Website](#) to learn more about the Mentor-Protégé program.

# **NOTICE**

## **Construction & Materials Management System (CMMS)**

**Published: Thursday, November 5, 2020**

---

The Illinois Construction Records System (ICORS) has been replaced by the Construction & Materials Management System (CMMS) beginning with the January 2020 Letting.

CMMS is used to administer all State let construction contracts. CMMS training will be required prior to an individual being granted access to CMMS. This includes individuals identified as responsible for resident engineering, construction inspection, and documentation.

# NOTICE

## Prequalification Updates

Effective: July 31, 2020

---

The department has updated our "[Description and Minimum Requirements for Prequalification for Engineering, Architectural & Professional Services](#)".

The following is an overall summary of what changes were made, and what the steps will be in order to comply with the requirements.

### Changes

1. Reformatted the document, added a table of contents
2. Added definition to what is considered a specialty

Following categories had edits to them:

#### *Airports*

3. Planning & Special Services: Adjustments - renamed to "Master Planning/Airport Layout Plans (ALP)", ADDED to the requirements
4. Design: Adjustments were made to the requirements
5. Construction Inspection: ADDED to the requirements
6. Design: Complex Electrical: BRAND NEW category!
7. Construction Inspection: Complex Electrical: BRAND NEW category!

#### *Special Plans*

8. Traffic Signals: ADDED to the requirements
9. Lighting: Typical: Rewritten
10. Lighting: Complex: Rewritten
11. Pumping Stations: ADDED to the requirements (support staff required)
12. Within EPAS, you will notice that instead of "Special Studies", Traffic Signals, Lighting (typical and Complex) and Pumping Stations will be under "Special Plans". This was a fluke within EPAS and will now coincide with the requirements and how it is categorized. No action is needed, this is strictly a FYI noting the change when you see it in EPAS and the approval letters.

#### *Location Design Studies*

13. New Construction/Major Reconstruction: Removed requirement of an Illinois Licensed Structural Engineer

#### *Environmental Reports*

14. Removed page references of the EPAS Manual

#### *Transportation Studies*

15. Railway Planning: BRAND NEW category!



### *Special Services*

16. Surveying: ELABORATED on requirements
17. Aerial Mapping/LiDAR: Split up Aerial Mapping and LiDAR, Adjustments were made to the requirements, Rewritten, see decision tree for action to take
18. Mobile LiDAR: BRAND NEW category! See decision tree for action to take
19. Electrical Engineering: ADDED to the requirements (support staff required)
20. Mechanical Engineering: ADDED to the requirements (support staff required)
21. Sanitary Engineering: ADDED to the requirements (support staff required)
22. Architecture: ELABORATED on requirements (“...Schools, offices, courthouse, etc. are not considered for this category...”)
23. Hazardous Waste: Simple: Adjustments were made to the requirements
24. Hazardous Waste: Advance: Adjustments were made to the requirements
25. Public Involvement: ADDED new category! See decision tree for action to take
26. Project Controls: ADDED new category!

### **Key Dates**

- **November 2020**: the changes will be hopefully implemented in EPAS so firms can reapply/apply as needed, as of right now the new questionnaires are not in EPAS. We will send out an email through our subscription service notifying firms.
- **February 4, 2021**: new categories can be advertised on PTB 199.
- **June 30, 2021**: SEFC’s that are due for those firms who have a fiscal year ending date of 12/31/2020, IF a NEW SEFC is required be sure to comply with the new requirements when updating/applying for prequalification categories. Please review our [EPAS Manual Section 7: When and What to Submit: Start New; Renew; or Amend](#).

If you have any questions, please email our mailbox:  
[DOT.ConsultantServices@illinois.gov](mailto:DOT.ConsultantServices@illinois.gov)

# NOTICE

## SEFC Application Changes

Effective: April 10, 2020

---

The following changes were implemented to the EPAS system on Friday, April 10, 2020. These changes are primarily for the Financial Screen within the SEFC application.

Under the “**Corporate Financial**” screen within the SEFC application the following changes were implemented:

1. Previously had a “Prevailing Rate Schedule” option, this was removed.
2. The electronic overhead chart option was removed.
3. The “N/A” option from all four questions in the financial screen was removed. From here on out you will have to answer **yes/no to all four questions**. These four questions are required to have answers and have a \* indicating so. You will get an error message when you try to submit if you did not answer all four questions.
4. Under Question 3, the Overhead Rate and Certificate of Indirect Cost attachment used to be combined, and now will be submitted as a separate attachment.
5. There are two more attachments added under Question 3: (1) Compensation Analysis and (2) Bonus Data. These are **REQUIRED** to be submitted.
6. A brand new question has been added under Question 4: Does your firm have multiple rates? If this option is utilized, you must enter at least two different types of rates within the table provided.

Under the “**Corporate Details**” screen within the SEFC application the following changes were implemented:

1. Under ownership questions, the “Registration Number” and “Registered State” fields were removed.
2. Once the SEFC application has been submitted, there will be a time stamp at the top indicating when your firm submitted the SEFC application. This will only populate for SEFC applications that have been submitted after these changes were implemented.

[The EPAS Manual](#) has been updated to reflect these changes. If you experience any issues or have any questions, please contact us at: [DOT.ConsultantServices@illinois.gov](mailto:DOT.ConsultantServices@illinois.gov).

**STAY CONNECTED:** IF you are not subscribed to our subscription list please subscribe. This is how we share information, updates to systems, bulletins, press releases etc. Instructions are posted on the IDOT website: <http://www.idot.illinois.gov/doing-business/procurements/engineering-architectural-professional-services/index#Connect>

The following changes were implemented to the EPAS system on Friday, April 10, 2020. These changes are primarily for the Financial Screen within the SEFC application.

Under the “**Corporate Financial**” screen within the SEFC application the following changes were implemented:

27. Previously had a “Prevailing Rate Schedule” option, this was removed.
28. The electronic overhead chart option was removed.
29. The “N/A” option from all four questions in the financial screen was removed. From here on out you will have to answer **yes/no to all four questions**. These four questions are required to have answers and have a \* indicating so. You will get an error message when you try to submit if you did not answer all four questions.
30. Under Question 3, the Overhead Rate and Certificate of Indirect Cost attachment used to be combined, and now will be submitted as a separate attachment.
31. There are two more attachments added under Question 3: (1) Compensation Analysis and (2) Bonus Data. These are **REQUIRED** to be submitted.
32. A brand new question has been added under Question 4: Does your firm have multiple rates? If this option is utilized, you must enter at least two different types of rates within the table provided.

Under the “**Corporate Details**” screen within the SEFC application the following changes were implemented:

1. Under ownership questions, the “Registration Number” and “Registered State” fields were removed.
2. Once the SEFC application has been submitted, there will be a time stamp at the top indicating when your firm submitted the SEFC application. This will only populate for SEFC applications that have been submitted after these changes were implemented.

[The EPAS Manual](#) has been updated to reflect these changes. If you experience any issues or have any questions, please contact us at: [DOT.ConsultantServices@illinois.gov](mailto:DOT.ConsultantServices@illinois.gov).

**STAY CONNECTED:** IF you are not subscribed to our subscription list please subscribe. This is how we share information, updates to systems, bulletins, press releases etc. Instructions are posted on the IDOT website: <http://www.idot.illinois.gov/doing-business/procurements/engineering-architectural-professional-services/index#Connect>

# NOTICE

## Landscape Architect

Effective: January 1, 2020

---

Within our current requirements for the prequalification category of Landscape architecture "...Minimum personnel requirements for prequalification are one **Illinois Licensed Landscape Architect**, Illinois Licensed Architect, and/or an Illinois Licensed Professional Engineer..". As of January 1, 2020 the Illinois Landscape Architecture Act of 1989 is sunsetting, and it will not be possible to be an Illinois Licensed Landscape Architect on and after January 1, 2020.

Therefore, to pursue this category on or after January 1, 2020 one of the following is mandatory as the minimum personnel requirement for Landscape Architecture, until the Act is reinstated:

- one Illinois Licensed Architect with training and experience in landscape architecture and support staff; and/or
- one Illinois Licensed Professional Engineer with training and experience in landscape architecture and support staff; and/or
- one individual who can demonstrate that s/he was an actively licensed Illinois Registered Landscape Architect on December 31, 2019, and/or
- one individual who, through documentation satisfactory to the Department, demonstrates the individual has: graduated from a landscape architecture program accredited by the Landscape Architecture Accreditation Board; has two years of professional experience in landscape architecture practice as formerly defined and required in the Illinois Landscape Architecture Act of 1989 and 68 Illinois Admin. Code 1275.30 (repealed January 1, 2020); and has achieved a passing score on all Sections of the Landscape Architect Registration Examination (L.A.R.E.) administered by the Council of Landscape Architectural Registration Boards (CLARB).

If your firm is already prequalified in Landscape Architecture no action is needed, but please ensure that your firm can meet one of the above future requirements when a New SEFC is required (i.e., when categories are re-reviewed).

If you have any questions please email: [DOT.ConsultantServices@illinois.gov](mailto:DOT.ConsultantServices@illinois.gov).

# NOTICE

## Exhibit B

Published: Thursday, November 7, 2019

---

The Statement of Interest requires Exhibit B for all Projects involving Location Design Studies (Reconstruction/Major Rehabilitation and New Construction/Major Reconstruction).

Previously the time frame was **5 years** and it's been updated to reflect the Statement of Experience and Financial Condition (SEFC) Prequalification requirements of **10 years'** experience.

The completion date of the projects has also been added.

Location/Design Study

### Location/Design Study Work

*This portion to be completed when projects require Location Design Studies (Reconstruction/Major rehabilitation or New Construction/Major Reconstruction)*

- \*1. List and describe in a short paragraph up to a maximum of five similar or more complex Location/Design studies your firm has completed in the **last ten years, include completion date for project**. If IDOT project(s) use PTB# and Item# (i.e, 116/10)

- \*2. List and describe in a short paragraph up to a maximum of three less complex Location/Design studies your firm has completed in the **last ten years, include completion date for project**. If IDOT project(s) use PTB# and Item#

- \*3. Briefly outline the procedures you will use to accomplish the project Location/Design study objectives if selected. (This description should not exceed three pages.)

# NOTICE

## Specialty Categories

Published: Thursday, November 7, 2019

---

The Engineering Prequalification Agreement System (EPAS) has a “Specialty Category” as one of the Prequalification Category choices when becoming prequalified.

The Specialty Category option is to be used for a select few specialties the department utilizes for our transportation projects.

These categories consist of:

- Value Engineering
- Underwater Bridge Inspections
- Public Involvement \*
- Bridge Painting Inspections, and
- Steel Fabrication Inspections

Firms which submit for the specialty category and do not fall into the list above will be denied qualification with the department.

\* As of July 31, 2020 this category will be established within EPAS. The category should be open for application in November 2020. Until then it will be allowed to be a specialty till EPAS can be updated.

# NOTICE

## Salary Cap

**Effective: Thursday, November 7, 2019**

---

Effective November 7, 2019, the salary cap for projects on PTB 185 and after has been increased to \$78/hr for the purpose of estimating fee. This new salary cap can be utilized on any Prime or Supplement, PTB 185 and after, proposal package submitted to the Department on or after this date.

Any proposal package submitted before this date will utilize the \$75/hr cap and cannot be resubmitted.

**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

## Prevailing Rate Schedule

---

The "Prevailing Rate Schedule" option within EPAS - Question 3, will no longer be accepted:

*Would you like to be considered only for occasional small projects that the Department may elect to negotiate on a per diem or prevailing unit price basis, may substitute their current prevailing rate schedule?*

This option is no longer utilized. If a firm wishes to pursue prequalification with the Illinois Department of Transportation an established and approved overhead rate will be required.

This option is being removed from EPAS. If a firm submits a prevailing rate schedule instead of supplying an overhead rate, the SEFC will be returned to the firm.

# 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.



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	

# 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	Qualifications
Firm Name	Carrie.Kowalski@Illinois.gov	Edit	Delete	NEW Include Number	NEW 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	Yes	Special Services - Construction Inspection	View	10	Edit	Delete

Mentor Input stays the same, no changes.

#### Mentor-Protégé

\*Firm is proposing a Mentor-Protégé on this project?

Yes

--Select New Protege Firm--

Pr	me	Areas of work (PreQualification Categories) they will be participating in	Commands
Firm Name B		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.

Illinois Department of Transportation  
Randall S. Blakenhorn, Secretary

Engineering Prequalification and Agreement System

State of Illinois  
Bruce Rauner, Governor

Help Log

EPAS Home  
SOI Home  
Firm Interest & Photos  
Exhibit A  
Exhibit A Staffing  
Exhibit B  
Project Experience  
Summary and Submit  
News

ABC Corp.

Project Experience

PTB Number 187  
IDHR Number

PTBItem: 1

3. Summarize any experience of the staff or firm in accomplishing similar types of work. Include only the most recent projects completed by your staff or firm. This information should be concise and relevant to the expertise required for this specific project. If there are several projects with the same work completed, then one summary will be adequate with location and project manager noted for each.

Select...

4. Summarize any other information specifically requested in the project advertisement.

Select...

\*5. CONSULTANT'S EXHIBIT A

The Consultant's Exhibit A form is required for each item for successful electronic submittal. Please print the form, sign it, convert the signed form to PDF document and attach below. If this form has already been printed and attached and any information is either added or deleted on the Exhibit A and Exhibit A Staffing pages, you will be required to re-print the form, sign and re-attach.

Print Select...

#### \*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.

Print Select...

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

### DOT Prequalification Letter

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**

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

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

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.

Vendor: EXAMPLE FIRM

**SEFC Applications**

App Id	Application Date	Fiscal Year Ending Date	Type	Overhead %	Status	Category
SEFC ID 5555	09/10/2015	12/31/2014	NewSEFC	124	RANKING_COMPLETE	<a href="#">View</a>
SEFC ID 4444	08/20/2014	12/31/2013	RenewSEFC	125	APPROVED	<a href="#">View</a>

**Categories**

Category	Qualified	Comments
Airports - Design	X-Qualified	
Special Studies - Pump Stations	A-Denied Prequalification	Firm is requ
Special Studies - Feasibility	X-Qualified	
Location Design Studies - Rehabilitation	X-Qualified	
Special Studies - Traffic Studies	X-Qualified	
Location Design Studies - New Construction/Major Reconstruction	A-Denied Prequalification	Firm is requ
Structures - Highway: Typical	X-Qualified	
Special Services - Electrical Engineering	X-Qualified	Only list tra

**SOI Applications**

PTB Id	Submit Date	Due Date
SOI ID: 179	2/24/2016 5:09:58 PM	02/25/2016
SOI ID: 177	1/27/2015 1:38:00 PM	08/27/2015

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 prequalified 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 prequalified 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 - Water 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 Typical Highway: Typical Structures - Mass Transit

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		Categories		
App Id	Application Date	Category	Qualified	Comments
SEFC ID :	07/16/2015	Special Studies - Location Drainage	X-Qualified	
SEFC ID :	08/05/2014	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.
SEFC ID :	07/01/2013	Location Design Studies - Reconstruction/Major Rehabilitation		
SEFC ID :	10/30/2012	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.

# 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](mailto: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](mailto: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;**

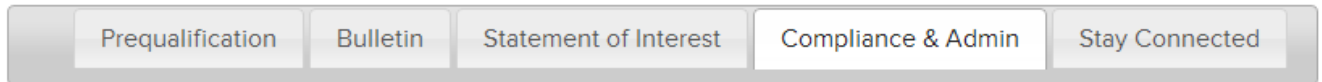
- Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d *et seq.*, 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin); and 49 CFR Part 21.
- The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, (42U.S.C. §460 I), (prohibits unfair 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](#)



### Compliance & Administration

Selected firms will receive the name of the IDOT Project Manager who will be the sole point of contact for the contract. This section of the website organizes all relevant information needed for the following processes.

Agreement Execution Administration of the Project Policy & Procedures

### Agreement Execution

The [Standard Agreement Provisions for Consultant Services \(SAPCS\)](#) are incorporated into the agreement and along with the scope of services, schedule, and cost. The agreement process is initiated after the selection is made in accordance with the Architectural, Engineering and Land Surveying Qualifications Based Selection Act.

For the requirements of a complete agreement proposal package please select the appropriate type of agreement below.

▶ Prime Agreement

▶ Supplemental Agreement



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.

**Teaming**

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

--Please Select--  
--Please Select--  
Yes  
No

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-Protége:

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](#)

The screenshot shows a web interface with a navigation bar at the top containing two tabs: "Construction" and "Engineering". The "Engineering" tab is selected. Below the navigation bar, the heading "Engineering" is displayed. A paragraph of text states: "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." Below this text are three expandable menu items: "Learn More", "How to Get Started", and "Forms". The "Forms" menu is expanded, revealing a list of links under several categories: "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), and "Required Assessments" (Mentor Assessment). Each link includes a small icon representing a document or form.

## **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 Division 100 W. Randolph, Suite 10-100 Chicago, IL 60601 or by calling: 312-814-2432 (TDD 312-263-1579)

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

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](mailto: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.