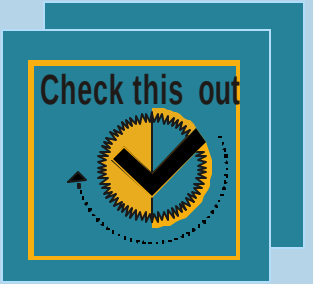
Professional Transportation Bulletin

PTB 174

November 6, 2014
Revised November 10, 2014
Revised November 20, 2014

Statements of Interest are due before 12:00 p.m.
on December 04, 2014
Selection Date: January 28, 2015



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

IMPORTANT NOTICE PROFESSIONAL TRANSPORTATION BULLETIN REVISIONS

Selection Date: January 28, 2015

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: November 20, 2014

Item 20: D-30-004-15, Program Manager Chicago to Quad Cities Rail Project. The required categories have been revised again for this item. It has been revised to exclude **Location Design Studies (New Construction/Major Reconstruction)**

The prime firm must be prequalified in the **Transportation Studies (Railway Engineering)** category to be considered for this project.

REVISION DATE: November 10, 2014

Item 20: D-30-004-15, Program Manager Chicago to Quad Cities Rail Project. The required categories for this item have been revised to exclude Environmental Assessment.

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)

State Of Illinois
Contact Information

Department Of Transportation
2300 South Dirksen Parkway
Springfield, Illinois 62764

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

Professional Transportation Bulletin

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

Questions concerning this Bulletin should be directed to:
Carrie Kowalski
Consultant Unit Chief
E-mail: Carrie.Kowalski@illinois.gov Phone: 217-782-6916

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

Regional/District Contact information.

Region 1

District 1
Mr. John Fortmann
201 West Center Court
Schaumburg, IL 60196

Region 2

District 2
Mr. Paul Loete
819 Depot Avenue
Dixon, IL 61021

District 3
Mr. Paul Loete
700 East Norris Drive
P.O. Box 697
Ottawa, IL 61350

Region 3

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

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

Region 4

District 6
Mr. Roger Driskell
126 East Ash St.
Springfield, IL 62704

District 7
Mr. Roger Driskell
400 West Wabash
Effingham, IL 62401

Region 5

District 8
Mr. Jeffrey Keirn
1102 Eastport Plaza Drive
Collinsville, IL 62234

District 9
Mr. Jeffrey Keirn
State Transportation Building
P.O. Box 100
Carbondale, IL 62903

Tentative Schedule
For
Professional Transportation Bulletins

ACTIVITY	PTB 175	PTB 176	PTB 177	PTB 178	PTB 179	PTB 180
PUBLISH PTB	**02-05-15**	**05-07-15**	**8-06-15**	**11-05-15**	**02-04-16**	**5-5-16**
***STATEMENTS OF INTEREST ARE DUE	**02-26-15**	**05-28-15**	**8-27-15**	**12-03-15**	**02-25-16**	**5-26-16**
SELECTION MEETING	**4-22-15**	**7-22-15**	**10-21-15**	**1-27-16**	**04-20-16**	**7-20-16**

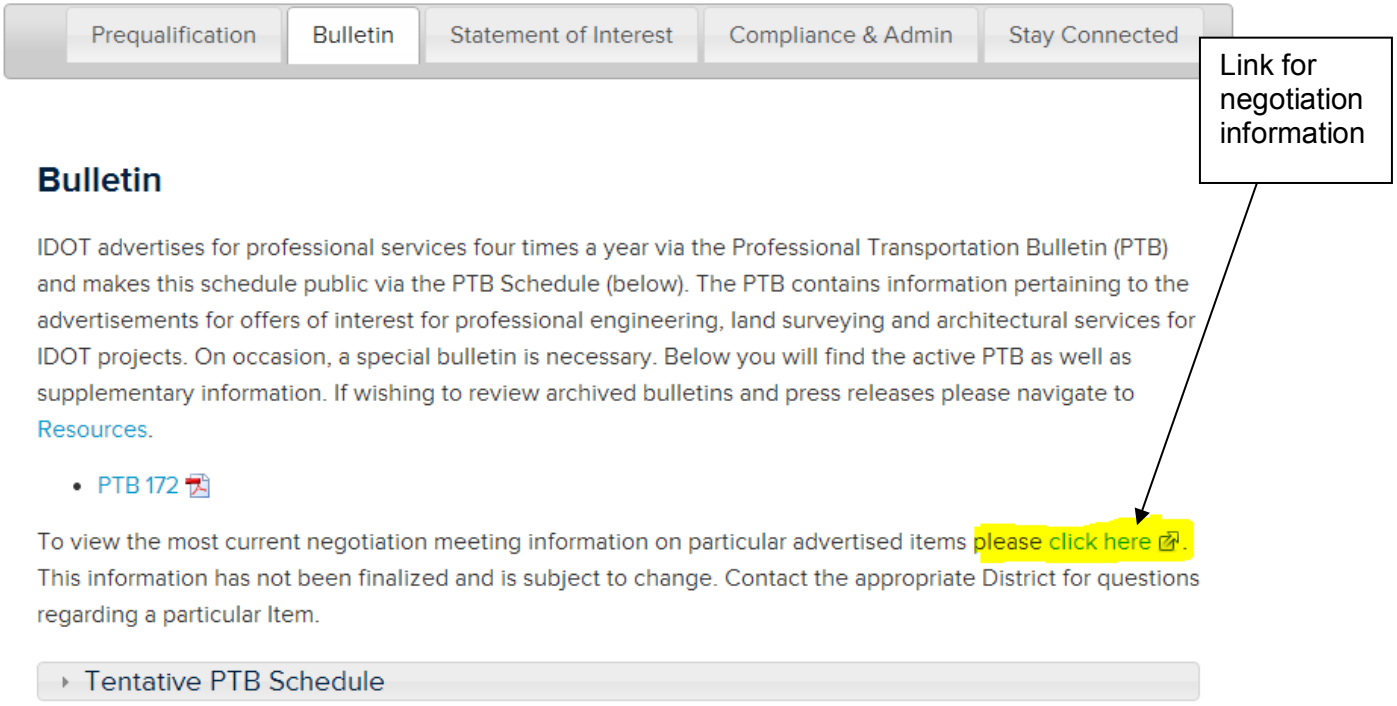
***** STATEMENTS OF INTEREST FOR THE CURRENT PTB MUST BE RECEIVED BETWEEN, Publish Date 11-06-14 & 12-04-14 (12:00 P.M. NOON)**

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

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

NOTICE

Proposed Negotiation Meeting information for Items will be available at the following link: http://www.llinois.gov/doing-business/procurements/engineering-architectural-professionalservices/index#Bulletin



- **Region 1**
  - **John Fortmann**
    - **District 1**
      - **Items 1 - 10**
- **Region 3**
  - **Kensil Garnett**
    - **District 4**
      Item 11
- **Region 4**
  - **Roger Driskell**
  - **District 6**
    - **Item 12**
- **Region 5**
  - **Jeffrey Keirn**
    - **District 8**
      - **Items 13 - 14**
- **Bureau of Design & Environment**
  - **John Baranzelli**
    - **Items 15-17**
- **Bureau of Materials & Physical Research**
  - **Laura Mlacnik**
    - **Items 18-19**
- **Bureau of Railroads**
  - **John Oimoen**
  - **Item 20**
- **Department of Natural Resources**
  - **See Items 21 - 22**

Illinois Department of Transportation

Revised District 2 Class Dates
Added 2nd District 8 Class Date

STTP S-33 Soils Field Testing and Inspection Course

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

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

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

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

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

Enrollment: Please have one coordinator from your company contact Mr. Jody Meador at 217-782-0553 or preferably by email at Jody.Meador@illinois.gov to enroll students in a class. Each student will be put on a waiting list for the class of their choice. Two to three weeks prior to class start the student or coordinator will be contacted with confirmation of enrollment. If the student cannot be enrolled in the class, they will be contacted and asked for their second class choice.

There is no fee for this class at this time.

Schedule: Each class is three days. The first day starts at 1:00pm and ends at 4:30pm. The second day starts at 8:30 and lasts until 4:30pm. The third and final day starts at 8:30 and ends around noon. The 2014-15 training schedule is listed below:

Dates for the classes below are tentative and may be changed based on conflicts for the instructors or class rooms.

If 15 students haven't signed up three weeks prior to a class, that class will be cancelled.

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

- December 9-11, 2014
- January 13-15, 2015
- February 17-19. 2015
- March 17-19, 2015

IDOT District Two – Assembly Room,
819 Depot Ave., Dixon, Illinois 61021

- March 4-6, 2015

IDOT District Eight – Training Room,
1102 Eastport Plaza Drive, Collinsville, Illinois 62234

- January 28-30, 2015
- March 31 – April 2, 2015

Notice

Documentation of Erosion and Sediment Control Training

Effective May 10, 2013, the Illinois Department of Transportation (IDOT) issued Department Policy D&E-23 (Erosion and Sediment Control Training) which established an Erosion and Sediment Control Training requirement for engineering consultants and Department staff. Training is conducted through the Illinois Center for Transportation (ICT). The policy also established a timeframe of January 1, 2015 for consultants and staff to have training.

Three courses have been established:

- Fundamentals of Storm Water Pollution and Erosion and Sediment Control
- Erosion and Sediment Control for Designers
- Erosion and Sediment Control for Construction

To ensure D&E-23 is being fully implement, Phase II consultants or their sub-consultant who are signing off on all plans requiring a Storm Water Pollution Prevention Plan (SWPPP) BDE Form 2342 shall provide a copy of the ICT issued training certificate with their Statement of Interest for both Fundamentals of Storm Water Pollution and Erosion and Sediment Control and Erosion and Sediment Control for Designer.

Phase III consultants or their sub-consultant who involved with construction inspection shall provide a copy of the ICT issued training certificate with their Statement of Interest for both Fundamentals of Storm Water Pollution and Erosion and Sediment Control and Erosion and Sediment Control for Construction.

Individuals who have completed the Fundamentals course are considered current for an indefinite period. However, the course for Designers and Construction are considered current for a period of five years.

Lastly, other erosion control training/certification may be acceptable for consultants or their sub consultants; however, the IDOT Storm Water Committee will review any external erosion control training/certification submitted by consultants to determine if it will be accepted

NOTICE OF TRAINING OPPORTUNITY
Updated 9-23-14

LAKELAND COLLEGE TRAINING COURSES

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

Kathy Willenborg
Lake Land College
5001 Lake Land Blvd.
Mattoon, IL 61938-9336
Phone: (217) 234-5285
Fax: (217) 234-5381 E-Mail: idotqcqa@lakeland.cc.il.us

Internet Homepage: http://www.lakeland.cc.il.us/idotqcqa

NATIONAL HIGHWAY INSTITUTE (NHI) COURSES

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

http://www.nhi.fhwa.dot.gov/home.asp

NATIONAL TRANSIT INSTITUTE (NTI) COURSES

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

http://www.ntionline.com

ILLINOIS CENTER FOR TRANSPORTATION

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

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

For questions about registration and cancellations contact:

Trachia Wilson

Email: tstolz@illinois.edu

Phone: 217-300-3197.

Introduction

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

PROFESSIONAL TRANSPORTATION BULLETIN #174
Publish November 06, 2014

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

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

This is not an invitation for bids. Firms properly prequalified for any of the projects listed herein may indicate their desire to be considered for selection by submitting a Statement of Interest for the project through the Engineering and Prequalification Agreement System (EPAS).

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

STATEMENTS MUST BE RECEIVED BY THE BUREAU OF DESIGN AND ENVIRONMENT, VIA EPAS, PRIOR TO 12:00 P.M. LOCAL TIME, December 04, 2014. STATEMENTS RECEIVED AFTER THIS TIME WILL NOT BE CONSIDERED.

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

1) Ability to complete the work in the time required and the firm's existing workload.

2) The firm's proximity to the project, when important.

3) Extent of work, which must be subcontracted by the firm and their proposed method of accomplishing the project objectives.

4) Financial evaluation of the firm and its accounting methods.

5) Performance rating for past work done for IDOT, if applicable.

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

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

Information for Submitting Statements of Interest (SOI)

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

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

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

The EPAS instruction manual is located on the IDOT Website under Doing Business, Procurements, (Engineering, Architectural & Professional Services), and then under Prequalification and also under Statement of Interest,: http://www.idot.illinois.gov/doing-business/procurements/engineering-architectural-professional-services/index

Information to consider when submitting:

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

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

- **Exhibit A** is used to give a snap shot of the firm's proposed staff as follows:
    - List the required key personnel to match required prequalification categories and any additional personnel requirements designated in the project advertisement. (Include firm name if work is to be completed by Subconsultant)
    - QC/QA personnel must be different individuals than the staffing, which prepared the documents.
    - Attach resumes of all key personnel listed in the SOI. It is recommended that individual resumes should not exceed two pages and must be relevant to the expertise required for the specific project.
    - Designate the estimated time required to complete the project using the personnel presented. A completion date and/or number of months to complete the project should also be provided.
    - Identify proposed subconsultants, item(s) of work they will perform, and the estimated % of work. If a DBE Goal is in the advertisement list the DBE subconsultant(s), work the firm will be performing, and estimated % of the work. All Subconsultants must be prequalified in the area of work they will be performing.
    - Include Mentor Protégé data if participating.

Information for Submitting Statements of Interest (SOI)

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

- Experience of the staff or firm in accomplishing similar types of work should be shown for only the most recent projects and should be concise and relevant to the expertise required for the specific project. If there are several projects with the same work completed, then one summary would be adequate with each location and the project manager noted for each. This information should be shown at the end of the SOI.

- In addition to the above requirements, any other information specifically requested in the project advertisement should also be included in the submittal.

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

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

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

- The Disclosure of Business Operations in Iran is also a separate document. Only one document for each prime is required. Instructions are included at the bottom of the Disclosure of Business Operations in Iran document.

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

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

PROFESSIONAL TRANSPORTATION BULLETIN

REQUIRED FORMS

FOR

STATEMENT OF INTEREST SUBMITTAL

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

Please review the EPAS manual instructions for the submittal process.
http://www.idot.illinois.gov/doing-business/procurements/engineering-architectural-professional-services/index

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

Required forms are located at http://www.idot.illinois.gov/doing-business/procurements/engineering-architectural-professional-services/index under the Statement of Interest Tab.

All signatures are required to be actual signatures.

Forms without an actual signature will be returned.

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2.	Various	P-91-122-15, Various Phase I Projects
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4.	Various	P-91-119-15, Various Phase-I Engineering for Drainage Studies and Hydraulic Reports
5.	Various	C-91-117-15, Various Quality Assurance Projects for HMA, PCC, and Aggregate
6.	Various	P-91-120-15, Various Phase I Engineering for Drainage Studies and Hydraulic Reports
7.	Various	D-91-101-15, Various Phase II Projects
8.	Cook	D-91-340-14, Phase II work for FAP 344 (IL 83), at IL 171 (Archer Avenue)-South Junction, East of Village of Lemont
9.	Various	D-91-001-15, Various Waste Assessments
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11.	McDonough	C-94-034-15, Construction Inspection for FAP Route 407 (IL 336/IL 110/US 67) Contract 68B44
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12.	Various	D-96-009-15, Various Phase I/II Projects
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13.	St. Clair	P-98-023-15/D-98-023-15, Various Phase I and/or Phase II Projects, Various Routes Associated with Polar Street Bridge Complex
14.	Madison	P-98-001-15; FAI 270 over Mississippi River, Phase I Project
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15.	Various	P-30-004-15, Various Statewide Waste Assessments, Studies and Designs
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Bureau of Railroads		
20.	Various	D-30-004-15, Program Manager Chicago to Quad Cities Rail Project
Department of Natural Resources		
21.	Various	AML-GSwE-1448; DNR-1 Project – Construction Inspection, North & Central Region
22.	Various	AML-GSwE-1449; DNR-2 Project–Construction Inspection, Southern Region

1. **Job No. P-91-121-15, Various Phase I Projects, Various Routes, Various Counties, Region One, District One.**

This project requires 20% DBE participation.

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

The Consultant who is selected for this project and all subconsultants the prime Consultant will be using are scheduled to attend an initial meeting on **February 4, 2015** at **9:00 A.M.** at the Region One, District One Office in **Schaumburg.**

Phase I engineering services are required for the preparation of various Phase I 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 District in completing on-going Phase I studies and tasks. In addition, the Consultant may be required to assist the District with the management of an ADA Transition Plan. Work orders under the blanket agreement will be negotiated and authorized by the department on an as-needed basis.

The Consultant and/or their subconsultants on the 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 accident 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 & Staff, and report to the In-House Studies Unit Head. The Consultant's work may include data collection, preparation of base maps and mosaics, geometric studies, safety studies including accident analysis, capacity analysis including intersection design studies, route as well as stream surveys, Categorical Exclusion Reports, 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 will be expected to perform work in the district office as needed. 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 should have sufficient trained staff familiar with ADA/PROWAG requirements to be able to assist the District with field data collection as well as manage, process, and monitor data collected and incorporate it into a coherent GIS and/or IRIS compatible database.

The cumulative cost of construction of these projects is anticipated to be in excess of $20,000,000. The completion date for this contract will be 96 months after authorization to proceed.

Key personnel listed on **Exhibits 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/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 QC/QA review work of all milestone submittal documents (must be an Illinois Licensed Professional Engineer for roadway work and must be an Illinois Licensed Structural Engineer for structural work with adequate plan review experience).

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

Location/Design Studies (Reconstruction/Major Rehabilitation)
Structures (Highway: Typical)
Special Studies (Location Drainage)
Special Studies (Traffic Studies)
Hydraulic Reports (Waterways: Typical)

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

2. **Job No. P-91-122-15, Various Phase I Projects, Various Routes, Various Counties, Region One, District One.**

This project requires 20% DBE participation.

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

The Consultant who is selected for this project and all subconsultants the prime Consultant will be using are scheduled to attend an initial meeting on **February 4, 2015** at **10:00 A.M.** at the Region One, District One Office in **Schaumburg.**

Phase I engineering services are required for the preparation of various Phase I 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 District in completing on-going Phase I studies and tasks. In addition, the Consultant may be required to assist the District with the management of an ADA Transition Plan. Work orders under the blanket agreement will be negotiated and authorized by the department on an as-needed basis.

The Consultant and/or their subconsultants on the 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 accident 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 & Staff, and report to the In-House Studies Unit Head. The Consultant's work may include data collection, preparation of base maps and mosaics, geometric studies, safety studies including accident analysis, capacity analysis including intersection design studies, route as well as stream surveys, Categorical Exclusion Reports, 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 will be expected to perform work in the district office as needed. 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 should have sufficient trained staff familiar with ADA/PROWAG requirements to be able to assist the District with field data collection as well as manage, process, and monitor data collected and incorporate it into a coherent GIS and/or IRIS compatible database.

The cumulative cost of construction of these projects is anticipated to be in excess of $20,000,000. The completion date for this contract will be 96 months after authorization to proceed.

Key personnel listed on **Exhibits 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/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 QC/QA review work of all milestone submittal documents (must be an Illinois Licensed Professional Engineer for roadway work and must be an Illinois Licensed Structural Engineer for structural work with adequate plan review experience).

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

Location/Design Studies (Reconstruction/Major Rehabilitation)
Structures (Highway: Typical)
Special Studies (Location Drainage)
Special Studies (Traffic Studies)
Hydraulic Reports (Waterways: Typical)

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

3. **Job No. P-91-130-15, Phase I Studies for IL 53 from West Arsenal Road to US 52, Will County, Region One, District One.**

This project requires 20% DBE participation.

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

The Consultant who is selected for this project and all subconsultants the prime Consultant will be using are scheduled to attend an initial meeting on **January 29, 2015 at 1:30 P.M.** at the Region One, District One Office in **Schaumburg.**

Phase I engineering services are required for the preparation of preliminary engineering project report and environmental studies (Phase I) for the improvement of intersections along the IL 53 corridor. Phase I services are expected to include stakeholder involvement, data collection, environmental survey requests, topographic survey, crash analyses, traffic studies, geometric studies, intersection design studies, traffic maintenance analysis including a traffic management plan, drainage work including a location drainage study, cost estimates, and all other work necessary to complete Phase I. Public involvement will be based upon the Department's Context Sensitive Solutions (CSS) Policy. Phase I studies will also include all related work necessary to complete a Phase I project report anticipated to be processed as a Categorical Exclusion.

The department will provide any available aerial photography and mapping, microfilm plans, crash data, structural inventory data, utility coordination and correspondence, and right-of-way data, as well as archaeological, historical, wetland, biological, and special waste surveys.

The cost of construction of this project is anticipated to be $10,000,000 to $20,000,000. The completion date for this contract will be 48 months after authorization to proceed.

Key personnel listed on **Exhibits 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 work documents (must be an Illinois Licensed Professional Engineer).

- 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 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). In addition, the staff performing this work must be identified.

- 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 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)
Structures (Highway: Typical)

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

4. <u>Job No. P-91-119-15, Various Phase I Engineering Projects for Drainage Studies and Hydraulic Reports, Various Routes, Various Counties, Region One/District One.</u>

This project requires 20% DBE participation.

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

The Consultant who is selected for this project and all subconsultants the prime Consultant will be using are scheduled to attend an initial meeting on **February 4, 2015** at **10:30 A.M.** 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. 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. Work orders under the blanket agreement will be negotiated and authorized by the department on an as-needed basis.

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

The Consultant's work includes data collection, field verifications, roadway survey, stream survey, survey notereductions/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 completion date for this contract will be 24 months after authorization to proceed.

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

- The person who will assume the duties of Project Manager for all aspects of the work documents (must be an Illinois Licensed Professional Engineer).
- The person who will perform/supervise the work in the area of drainage calculations and preparation of the Drainage Reports 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 person who will perform the QC/QA review work of all milestone submittal documents (must be an Illinois Licensed Professional Engineer).

The use of hydraulic and hydrologic computer programs that are currently accepted by the Division of Highways is also required to perform drainage assignments. Resumes of drainage engineers must state hydraulic and hydrologic modeling experience for the last 5 years.

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

Special Studies (Location Drainage)
Hydraulic Reports (Waterways: Complex)
Hydraulic Reports (Pump Stations)

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).

5. <u>Job No. C-91-117-15, Various Quality Assurance Projects for HMA, PCC, and Aggregate, Various Routes, Various Counties, Region One, District One.</u>

This project requires 20% DBE participation.

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

The Consultant who is selected for this project and all subconsultants the prime Consultant will be using are scheduled to attend an initial meeting on **February 4, 2015 at 10:00 A.M.** at the Region One, District One Office in **Schaumburg**.

Phase III engineering services are required to perform the quality assurance responsibilities of hot-mix asphalt (HMA), Portland cement concrete (PCC) construction, Aggregate Gradation Control System (AGCS), Recycled Asphalt Paving (RAP) testing, Recycled Asphalt Shingles (RAS) testing, pipe and precast producers and prestressed and precast producers. 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 on as as-needed basis. Additional services and responsibilities include quality assurance inspection of prestressed and precast producers at both plants and jobsites on an as-needed basis. The project includes Complete Quality Assurance Testing in accordance with <u>The Standard Specifications for Road and Bridge Construction</u>, *Manual for Fabrication of Precast Prestressed Concrete Products,* Policy Memorandums 11-08.2, 19-08.1, 25-08.5, 28-10.3 and any appropriate contract special provisions and plan notes or details. Work orders under the blanket agreement will be negotiated and authorized by the department on an as needed basis.

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

The Consultant's work includes plant and on-site inspections, sampling and material testing. The Consultant will carry out quality assurance duties as defined in the construction contract, *Manual for Fabrication of Precast Prestressed Concrete Products,* Policy Memorandums 11-08.2, 19-08.1, 25-08.5, 28-10.3 and the Consultant agreement. 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,* Policy Memorandums 11-08.2, 19-08.1, 25-08.5, 28-10.3.

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

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

- The person(s) who will be in charge of QA Lab and Field Testing.
- QC/QA Level 1, Level 2 and Level 3 (HMA and PCC) Certified Testing Technicians.
- ACI Grade 1 and PCI Level 1 and Level 2 Certified Testing Technicians.
- The Materials QA Technician.
- Structural Steel and Miscellaneous Materials Source Inspector
- 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 Class**

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

Special Services (Quality Assurance: QA HMA and Aggregate)
Special Services (Quality Assurance: QA PCC and Aggregate)

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

6. <u>Job No. P-91-120-15, Various Phase I Engineering Projects for Drainage Studies and Hydraulic Reports, Various Routes, Various Counties, Region One/District One.</u>

This project requires 20% DBE participation.

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

The Consultant who is selected for this project and all subconsultants the prime Consultant will be using are scheduled to attend an initial meeting on **February 6, 2015** at **10:30 A.M.** 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. 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. Work orders under the blanket agreement will be negotiated and authorized by the department on an as-needed basis.

The department will furnish the Consultant with historical highway plans, aerial mosaic, ground surveys, hydraulic stream surveys, contour mapping, flood insurance studies, floodplain maps, pavement flooding incident reports, 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 completion date for this contract will be 24 months after authorization to proceed.

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

- The person who will assume the duties of Project Manager for all aspects of the work documents (must be an Illinois Licensed Professional Engineer).
- The person who will perform/supervise the work in the area of drainage calculations and preparation of the Drainage Reports 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 person who will perform the QC/QA review work of all milestone submittal documents (must be an Illinois Licensed Professional Engineer).

The use of hydraulic and hydrologic computer programs that are currently accepted by the Division of Highways is also required to perform drainage assignments. Resumes of drainage engineers must state hydraulic and hydrologic modeling experience for the last 5 years.

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

Special Studies (Location Drainage)
Hydraulic Reports (Waterways: Complex)
Hydraulic Reports (Pump Stations)

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

7. **Job No. D-91-101-15, Phase II Various Projects, Various Counties, Region One, District One.**

This project requires 20% DBE participation.

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

The Consultant who is selected for this project an all subconsultants the prime Consultant will be using are scheduled to attend an initial meeting on **February 3, 2015** at **10:00 A.M.** at the Region One, District One Office in **Schaumburg.**

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

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

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

The estimated construction cost of these projects may range from $200,000 to $3,000,000. The completion date for this contract will be 36 months after authorization to proceed.

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

- The person who will assume the duties of Project Manager for all aspects of the work documents (must be an Illinois Licensed Professional Engineer).
- The person who will perform the duties of Project Engineer, that individual in charge who is directly involved in the development of the contract documents (must be an Illinois Licensed Professional Engineer).
- The person who will perform the work in the area of structure plan preparation documents (must be an Illinois Licensed Structural Engineer). In addition, the staff performing this work must be identified.
- The person who will be in charge of surveys (must be an Illinois Licensed Surveyor). The surveying prequalification may be completed by the Prime and/or Sub-consultant
- The person who will perform the QC/QA review work of all milestone submittal documents (must be an Illinois Licensed Professional Engineer for roadway work and must be an Illinois Licensed Structural Engineer for structural work with adequate plan review experience).

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

Highways (Roads & Streets)
Structures (Highway: Typical)

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

8. <u>Job No. D-91-340-14, FAP 344 (IL 83), at IL 171 (Archer Avenue)-South Junction, East of Village of Lemont, Phase II Project, Cook County, Region One, District One.</u>

This project requires 20% DBE participation.

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

The Consultant who is selected for this project and all subconsultants the prime Consultant will be using are scheduled to attend an initial meeting on **February 4, 2015** at **10:00 A.M.** at the Region One District One Office in **Schaumburg.**

Phase II engineering services are required for the preparation of contract plans, specifications and cost estimates for the improvement of IL 83 and IL 171 (Archer Ave.) intersection to provide dual left turn lanes on all legs of the intersection. The improvement is also expected to include widening, resurfacing, and modifying the profile of the intersection, as well as modernization the traffic signal and lighting replacement. This project is located in Unincorporated Cook County, east of the Village of Lemont.

The department will furnish the Consultant with available microfilm plan, Project Report, Location Drainage Studies, and any other available information.

The estimated construction cost for this project is $5,200,000. The Consultant's work includes preparation of contract plans, specifications, and estimates, including maintenance of traffic plans and all other works required to complete the project. The completion date for this contract will be 12 months after authorization to proceed.

Key Personnel listed in **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/supervise the work in the area of drainage calculations and preparation of proposed drainage plans (must be an Illinois Licensed Professional Engineer).
- The person who will perform QC/QA review work of all milestone submittal documents (must be an Illinois Licensed Engineer for roadway work, with adequate plan review experience).
- The person who will perform/supervise the work for the lighting design must be an Illinois Licensed Professional Engineer. The Lighting Typical prequalification category may be completed by Sub and/or Prime Consultant.
- The person who will perform/supervise the work for the traffic signal design, must be an Illinois Licensed Professional Engineer. The Traffic Signal prequalification category may be completed by Sub and/or Prime Consultant.

The prime firm must be prequalified in the **Highways (Roads & Streets)** category to be considered for this project.

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

9. <u>Job No. D-91-001-15, Various Waste Assessments, Various Routes, Various Counties, Region One, District One.</u>

This project requires 5% DBE participation.

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

The Consultant selected for this project, and all subconsultants the prime Consultant will be using, are scheduled to attend a negotiation meeting on **February 5, 2015** at **9:00 A.M.** at the Region One, District One office in **Schaumburg**.

The department has contracted with the Illinois State Geological Survey (ISGS) to conduct preliminary environmental site assessments (PESA's) 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. Work orders under a blanket agreement will be negotiated and authorized by the department on an as needed basis.

Based on PESA results, districts work with the Environmental Section of the Bureau of Design and Environment (BDE) and/or District One 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 identical to CERCLA RI/FS's. PSI's will entail investigations of sites potentially containing regulated substances. A variety of sites may be investigated (e.g., old, abandoned, or improperly closed dumps, chemical manufacturing sites, metal plating / fabricating sites, dry cleaning / service stations, storage tank sites and buildings, structures containing potential contamination, spills in IDOT yards, 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 i.e., PCB's, pesticides, heavy metals, organics and radioactive wastes.

Additional work will include conducting 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 or maintaining environmental management systems.

The department will furnish the Consultant with the PESA and, as available, Project Reports, field survey data, soil survey data, and plans of the existing and proposed transportation facility. 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 OF POSSIBLE WASTE ASSESSMENTS:

<u>POTENTIAL WASTE SITES INCLUDING UST-LUST SITES</u>
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), 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, surface geophysical investigations, trenching, drilling, sampling, chemical analysis, and reporting. Laboratory testing, including quality assurance/quality control is considered to be 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.Supart 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. Approximate 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 if it is necessary to more accurately define the extent of contamination.

As a task is identified, the department will request the Consultant to prepare an outline of the work phases and 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 sampling, testing and reporting.

For performance of this work, the Consultant will be required to assign the necessary full-time staff described in its Statement of Interest and, in many cases (except emergency response oversight), to respond with a draft work plan within 15 working days, conduct field work within 10 working days after authority to proceed, draft report within 3 months after the authority to proceed, and final report two weeks following IDOT comments. For emergency response oversight, the Consultant will be required to respond within four hours.

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). 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 6.26 and 9.0. 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.

MISCELLANEOUS SURVEYS AND TESTING

Engineering services to perform environmental surveys and/or testing on an as-needed basis will include assignments such as conducting surveys and testing of stored materials, tank contents, containers, and environmental media (e.g., surface water, soil, air, and groundwater). 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 in order to achieve “No Further Remediation” clearance, and other ad hoc environmental-related tasks within the scope of services normally provided by a hazardous waste consultant.

The Consultant may also be required to perform work in the Bureau of Design and Environment (BDE) and/or District One in reviewing, overseeing, tracking, and prioritizing projects being performed by IDOT personnel and consultants.

EMERGENCY RESPONSE OVERSIGHT

Engineering services are required to perform emergency response oversight. 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 to be the responsibility of the Consultant. The Consultant should be prepared to perform any task to minimize the release and cleanup. The goal of these work assignments is to obtain closure for the release from the proper State and Federal Agencies.

ENVIRONMENTAL PLANS FOR DEPARTMENT OPERATIONS FACILITIES

Engineering services may be required to review current department operational facilities on current practices that impact the environment, investigate past practices and make recommendations for mitigation and improvements. Assist with the development of an environmental management system, which will provide a framework for practices, procedures and processes to manage the Bureau of Operation's Environmental Program.

EXTRANET

To help the Department facilitate review of work plans and PSI reports and project tracking, the Consultant will be required to upload all information regarding each work order and to provide any technical assistant necessary to ISGS in the maintenance of the extranet site hosted by ISGS. Information uploaded shall include but not be limited to draft and final work plans, draft and final PSI reports, budget information, analytical results, site location maps, site photographs, and progress reports.

CONFIDENTIALITY

(1) Unless otherwise directed by IDOT, the Consultant shall hold all information provided by IDOT and the results of the work performed by the Consultant confidential and shall not disclose the same to any third party except where required by governmental regulatory agencies or as otherwise required by law. Documents shall be marked “Confidential,” “Attorney Work Product,” “Attorney-Client Privileged,” or as directed by IDOT. The confidentiality provisions herein shall survive any termination or expiration of this agreement.

The Consultant shall retain the right to disclose necessary information for financial, tax and insurance audits as required, subject to a confidentiality agreement with the auditor. Specific information concerning the work performed will not be disclosed without IDOT's prior approval.

(2) It is understood that: (i) you will make a reasonable effort to be available upon reasonable advance notice; (ii) you will keep confidential all information obtained, or analyses developed, in connection with this litigation or any related litigations with respect to which we may seek your advice and counsel; (iii) you will use such confidential information solely in connection with your engagement by IDOT; (iv) you will preserve any written materials, including e-mails generated or received by you in connection with this engagement, as such materials are potentially discoverable in litigation; (v) you will not in the future consult for, or otherwise represent, any other person or entity with an interest adverse to IDOT's interests in or concerning the pending litigation, or the events or occurrences out of which the pending litigation arises; and (vi) you will keep confidential your retention by IDOT, unless and until you are identified in court papers as a testifying expert or we otherwise authorize you to breach this confidentiality.

(3) It is specifically understood that if you are later designated a testifying expert, all documents that you create may become discoverable, including drafts and notes prepared prior to the time that your opinion or report is finalized.

Therefore, you agree that: (i) you will not prepare any draft opinion or report without our consent (regardless of whether the draft is for internal purposes or to share with others); (ii) you will not share any draft opinion or report, or any notes, with any other person without our consent; (iii) every draft opinion or report will bear the following legend: 'THIS IS A PRELIMINARY DRAFT. IT HAS BEEN PREPARED BASED ON PRELIMINARY INFORMATION AND ASSUMPTIONS. NO ONE MAY RELY ON THIS DRAFT. IT IS SUBJECT TO CHANGE AS ADDITIONAL INFORMATION BECOMES AVAILABLE OR IS CLARIFIED'; (iv) all notebooks or individual pages of notes will bear the following legend: 'THESE NOTES ARE INCOMPLETE AND HAVE BEEN PREPARED FOR PERSONAL USE ONLY. NO ONE MAY RELY ON THEM FOR ANY PURPOSES. IT IS SUBJECT TO CHANGE AS ADDITIONAL INFORMATION BECOMES AVAILABLE OR IS CLARIFIED'.

The completion date for this contract (excluding emergency response oversight) will be 96 months after authorization to proceed.

Statements of Interest must include the following:

1. The location of the office from which the majority of work on this project will be performed and managed.

2. 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 should be provided.

3. The name of the laboratory 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.

4. A statement of your firm's ability to do 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).

5. A description of your mobilization plan to be used upon notification that a work order has been authorized.

6. 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 prime firm must be prequalified in the **Special Services (Hazardous Waste - Advanced)** category and be familiar with IDOT contracts.

The chosen firm will have a wide range of experience and sufficient breadth and depth to adroitly handle anything in the special waste / hazardous waste field. The firm will have expert staff to minimize the start-up learning curve for work under this PTB. Previous experience on IDOT projects is not necessarily required. Some work will involve experience equivalent to the Special Services, Hazardous Waste-Simple prequalification category.

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, 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 process.

Additionally, the firm must comply with the following:

1. Use laboratory facilities that are accredited by the IEPA under 35 Illinois Administrative Code 186.
2. Use appropriately licensed and certified equipment and appropriately licensed and registered subconsultants.

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 System (EPAS).

10. <u>Job No. D-91-118-15, Various Survey Projects, Various Routes, Various Counties, Region One/District One</u>

This project requires 20% DBE participation.

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

The Consultant who is selected for this project and all subconsultants the prime Consultant will be using are scheduled to attend an initial meeting on **January 30, 2015** at **10:00 A.M.** at the Region One/District One Office in **Schaumburg.**

Phase II Land Acquisition services will be required under this contract to support district staff in The Bureau of Land Acquisition. 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 and GIS Technicians. Work orders under the blanket agreement will be negotiated and authorized by the department on an as-needed basis.

The department will furnish the Consultant with applicable department policies and procedures.

The Consultant's work may include field and office resources to prepare statutory plats of highway, legal descriptions and field staking of same. Some GIS and database work may also be required. They must also have a QA/QC plan to review internal work as well as assigned IDOT projects.

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 the project manager for all aspects for 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 experience).

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

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

11. <u>Job No. C-94-034-15, FAP Route 407 (IL 336/ US 136/ IL 110), Construction Inspection, Contract No. 68B44, McDonough County, Region Three/District Four</u>

This project requires 25% DBE participation.

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

The Consultant who is selected for this project and all subconsultants the prime Consultant will be using are scheduled to attend a negotiation meeting on **January 30, 2015** at **10:00 A.M.** at the District Office in **Peoria**.

Construction Contract No. 68B44 is located in McDonough County near Macomb. Contract No. 68B44 consists of the soil modification, mainline paving, bridge construction, and ramp construction for IL 336/IL 110 which is the Northwest Quadrant of the Macomb Bypass from US 136(W) to US 67(N).

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

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

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

The construction project is scheduled for the April 24, 2015 letting and a fall 2018 completion. The completion date for this contract will be 36 months after authorization to proceed.

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

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

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

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

12. <u>Job No. D-96-009-15, Various Phase I/II Projects, Various Routes, Various Counties, Region Four, District Six</u>

This project requires 20% DBE participation.

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

The Consultant who is selected for this project and all subconsultants the prime Consultant will be using are scheduled to attend a Scope of Services meeting on **February 3, 2015,** at **1:30 P.M.** in the Region Four, District Six Office in **Springfield**.

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

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

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

The various proposed projects may consist of simple patching and resurfacing, bridge repair, bridge rehabilitation, bridge replacement, widening and resurfacing, and/or new roadway projects. A few of these projects may include, but not be limited to, completing plan preparation for bridge replacement and/or rehabilitations on IL 4 south of Carlinville in Macoupin County and IL 61 east of Loraine in Adams County.

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

The estimated construction costs of these projects may range from $100,000 to $3,000,000. It is anticipated that this contract will include approximately 5 to 15 different projects. The engineering services required may consist of only a portion of the total engineering work on a certain project. The completion date for this contract will be 60 months after authorization to proceed.

In addition, Engineering Services may be required for a Consultant Project Manager (PM) for various Phase I and/or II department led processes and/or projects throughout District Six. The Consultant will be expected to perform work similar to an IDOT Project Manager/Team Member. The work may include engineering, management, public coordination, administrative services, and other work as necessary to ensure that assigned projects are completed in accordance with established schedules and budgets. The Consultant will be expected to perform work in the

district office as needed. 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 selected Consultant and/or their Sub-consultants are prohibited from managing projects where either party is the prime Consultant or a Sub-consultant. The selected firm and/or their sub-consultants may not manage another firm if the relationship was reversed during another phase of work.

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

- The person who will assume the duties of Project Manager for all aspects of the work (must be an Illinois Licensed Professional Engineer).
- The person(s) who will perform the duties of Project Engineer who will be directly involved and responsible in the development of the reports and/or plans (must be an Illinois Licensed Professional Engineer).
- The person who will be in charge of surveys (must be an Illinois Licensed Land Surveyor).
- The person who will perform the work in the area of structure plan preparation documents (must be an Illinois Licensed Structural Engineer). In addition, the staff performing this work must be identified.
- The person who will perform the QC/QA review work of all milestone submittal documents (must be an Illinois Licensed Professional Engineer for roadway work and must be an Illinois Licensed Structural Engineer for structural work with adequate plan review experience).

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

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

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

13. <u>Job No. P-98-023-15/D-98-023-15, Various Phase I and/or Phase II Projects, Various Routes, St. Clair County, Region Five / District Eight.</u>

This project requires 20% DBE participation.

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

The Consultant selected for this project and all subconsultants the prime Consultant will be using are scheduled to attend a scope of services meeting on **February 3, 2015** at **9:00 A.M.** at the Region Five/District Eight Office in **Collinsville.**

Phase I and/or Phase II engineering services are required for various projects associated with the Poplar Street Bridge Complex and associated roadways in District 8. Work orders under the blanket agreement will be negotiated and authorized by the department on an as-needed basis.

The Phase I work, if required, may consist of conducting geometric studies and reviews, preparing Traffic Studies, preparing Drainage Studies, preparing feasibility Studies, preparing Bridge Type Studies, preparing TS&L plans, preparing Bridge Condition Reports, preparing Structure Geotechnical Reports, and soils analyses. This work may include infrared testing of bridge decks, geotechnical investigations, and roadway investigations. Also, Phase I work may consist of preparing Project Reports (Categorical Exclusion projects only). This work may include data collection, cost estimates, traffic management analysis, crash analysis, and other related work and exhibits necessary to produce the Project Report, as necessary.

The Phase II work, if required, may consist of geometric studies, traffic studies, structure plans, roadway plans, and any other related work to complete final plans, specifications, and estimates, as necessary.

The various proposed projects may consist of roadway patching and resurfacing, bridge repair, bridge rehabilitation, bridge replacement, roadway widening and resurfacing, roadway reconstruction, and design on new roadway alignments. Projects may also include design of partial access controlled and access controlled highways on existing and/or new alignments.

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

The estimated construction costs of each project may range from $100,000 to $50,000,000. It is anticipated that this contract will include approximately 1 to 15 different construction projects. The completion date for this contract will be 96 months after authorization to proceed.

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

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

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

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

Highways (Freeways)
Structures (Highway: Complex)
Location/Design Studies (Reconstruction/Major Rehabilitation)

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

14. <u>Job No. P-98-001-15, FAI 270 over Mississippi River, Phase I Project, Madison County and St. Louis County, MO; Region Five/District Eight.</u>

This project requires 20% DBE participation.

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 **January 30, 2015** at **9:00 A.M.** at the District Eight Office in **Collinsville.**

This project will entail the replacement of the existing two structures carrying I-270 over the Mississippi River and constructing a new structure. It may also include the modification of the interchange of I-270 at Riverview Drive in St. Louis, MO.

Phase I engineering services required for this project are anticipated to include the preparation of the Project Report, environmental review, Bridge Condition Report with the inspection via the Department's NBIS inspection reports, hydraulic report, Location Drainage Study, Subsurface Utility Engineering (SUE), public involvement using Context Sensitive Solutions, interchange design study (IDS), the potential of an Access Justification Report (AJR) or modifying an existing AJR, traffic management plan (TMP), route surveys, land surveys and potential plats and legal descriptions, and all other work necessary to complete Phase I and obtain Design Approval.

As part of the traffic management plan, the Consultant may be required to perform an impact analysis using a computer simulation program, such as QUEWZ, TSIS-CORSIM, quick zone, or other modeling programs. The estimated project length is 3.0 miles. Work orders under the blanket agreement will be negotiated and authorized by the department on an as-needed basis. It is anticipated that this project will be processed environmentally as a Categorical Exclusion. However, there is a potential of an Environmental Assessment (EA) report being required.

Structure, S.N. 060-0035, I-270 over Mississippi River is included in this project.

The department will furnish the Consultant with any available as-built plans, microfilm plans, traffic data, crash statistics, roadway, surveys, structural geotechnical reports, structural inspection notes, existing right of way plans, aerial photos, and other information deemed applicable to the Consultant's work.

The estimated construction cost for this project is $135,000,000. The completion date for this contract will be 36 months after authorization to proceed.

Key personnel listed on **Exhibits 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 and obtain a Missouri professional licensure within 6 months of contract authorization.)
- 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 and obtain a Missouri professional licensure within 6 months of contract authorization).

- The person who will perform the duties of Structural Engineer, that individual in charge who is directly involved in the development of the contract structural documents (must be an Illinois Licensed Structural Engineer and obtain a Missouri Professional Structural licensure within 6 months of contract authorization). Structures Highway (Complex) prequalification category may be completed by Prime and/or Sub.

- The person who will perform the QC/QA review work for all milestone submittal documents (must be an Illinois Licensed Professional Engineer for roadway work and must be obtain a Missouri professional licensure within 6 months of contract authorization. for structural work with adequate plan review experience).

- 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 public meetings and public hearings, organizing work groups and press conferences, drafting press releases and property owner contact letters, etc.

- The person who will be in charge of surveys (must be an Illinois Licensed Professional Land Surveyor and obtain a Missouri professional survey licensure within 6 months of contract authorization). Surveying prequalification category requirement may be completed by Prime and/or Sub.

- The person who will be in charge of Subsurface Utility Engineering (must be prequalified in Subsurface Utility Engineering). Subsurface Utility Engineering prequalification category requirement may be completed by Prime and/or Sub.

- The person who will perform/supervise the work in the area of location drainage calculations and preparation of the Drainage Reports (must be an Illinois Licensed Professional Engineer and obtain a Missouri Professional licensure within 6 months of contract authorization). Location Drainage category may be completed by Prime and/or Sub.

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

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

15. <u>Job No. P-30-004-15, Various Statewide Waste Assessments, Studies and Designs, Bureau of Design and Environment.</u>

This project requires 5% DBE participation.

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

The Consultant selected for this project, and all subconsultants the prime Consultant will be using, is scheduled to attend a negotiation meeting on **February 4, 2015** at **1:00 P.M.** at the Harry R. Hanley Building Central Office, Bureau of Design and Environment in **Springfield**.

The department has contracted with the Illinois State Geological Survey (ISGS) to conduct preliminary environmental site assessments (PESA's) 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. Work orders under a blanket agreement will be negotiated and authorized by the department on an as needed basis.

Based on PESA results, districts work with the 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 identical to CERCLA RI/FS's. PSI's will entail investigations of sites potentially containing regulated substances. A variety of sites may be investigated (e.g., old, abandoned, or improperly closed dumps, chemical manufacturing sites, metal plating / fabricating sites, dry cleaning / service stations, storage tank sites and buildings, structures containing potential contamination, spills in IDOT yards, 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 i.e., PCB's, pesticides, heavy metals, organics and radioactive wastes.

Additional work will include conducting 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 or maintaining environmental management systems.

The department will furnish the Consultant with the PESA and, as available, Project Reports, field survey data, soil survey data, and plans of the existing and proposed transportation facility. 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 OF POSSIBLE WASTE ASSESSMENTS:

POTENTIAL WASTE SITES INCLUDING UST-LUST 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), 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, surface geophysical investigations, trenching, drilling, sampling, chemical analysis, and reporting. Laboratory testing, including quality assurance/quality control is considered to be 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.Supart 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. Approximate 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 if it is necessary to more accurately define the extent of contamination.

As a task is identified, the department will request the Consultant to prepare an outline of the work phases and 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 sampling, testing and reporting.

For performance of this work, the Consultant will be required to assign the necessary full-time staff described in its Statement of Interest and, in many cases (except emergency response oversight), to respond with a draft work plan within 15 working days, conduct field work within 10 working days after authority to proceed, draft report within 3 months after the authority to proceed, and final report two weeks following IDOT comments. For emergency response oversight, the Consultant will be required to respond within four hours.

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). 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 6.26 and 9.0. 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.

MISCELLANEOUS SURVEYS AND TESTING

Engineering services to perform environmental surveys and/or testing on an as-needed basis will include assignments such as conducting surveys and testing of stored materials, tank contents, containers, and environmental media (e.g., surface water, soil, air, and groundwater). 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 in order to achieve "No Further Remediation" clearance, and other ad hoc environmental-related tasks within the scope of services normally provided by a hazardous waste consultant.

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

EMERGENCY RESPONSE OVERSIGHT

Engineering services are required to perform emergency response oversight. 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 to be the responsibility of the Consultant. The Consultant should be prepared to perform any task to minimize the release and cleanup. The goal of these work assignments is to obtain closure for the release from the proper State and Federal Agencies.

ENVIRONMENTAL PLANS FOR DEPARTMENT OPERATIONS FACILITIES

Engineering services may be required to review current department operational facilities on current practices that impact the environment, investigate past practices, and make recommendations for mitigation and improvements. Assist with the development of an environmental management system, which will provide a framework for practices, procedures, and processes to manage the Bureau of Operations' Environmental Program.

EXTRANET

To help the Department facilitate review of work plans and PSI reports and project tracking, the Consultant will be required to upload all information regarding each work order and to provide any technical assistant necessary to ISGS in the maintenance of the extranet site hosted by ISGS. Information uploaded shall include but not be limited to draft and final work plans, draft and final PSI reports, budget information, analytical results, site location maps, site photographs, and progress reports.

CONFIDENTIALITY

(1) Unless otherwise directed by IDOT, the Consultant shall hold all information provided by IDOT and the results of the work performed by the Consultant confidential and shall not disclose

the same to any third party except where required by governmental regulatory agencies or as otherwise required by law. Documents shall be marked “Confidential,” “Attorney Work Product,” “Attorney-Client Privileged,” or as directed by IDOT. The confidentiality provisions herein shall survive any termination or expiration of this agreement. The Consultant shall retain the right to disclose necessary information for financial, tax and insurance audits as required, subject to a confidentiality agreement with the auditor. Specific information concerning the work performed will not be disclosed without IDOT’s prior approval.

(2) It is understood that: (i) you will make a reasonable effort to be available upon reasonable advance notice; (ii) you will keep confidential all information obtained, or analyses developed, in connection with this litigation or any related litigations with respect to which we may seek your advice and counsel; (iii) you will use such confidential information solely in connection with your engagement by IDOT; (iv) you will preserve any written materials, including e-mails generated or received by you in connection with this engagement, as such materials are potentially discoverable in litigation; (v) you will not in the future consult for, or otherwise represent, any other person or entity with an interest adverse to IDOT’s interests in or concerning the pending litigation, or the events or occurrences out of which the pending litigation arises; and (vi) you will keep confidential your retention by IDOT, unless and until you are identified in court papers as a testifying expert or we otherwise authorize you to breach this confidentiality.

(3) It is specifically understood that if you are later designated a testifying expert, all documents that you create may become discoverable, including drafts and notes prepared prior to the time that your opinion or report is finalized.

Therefore, you agree that: (i) you will not prepare any draft opinion or report without our consent (regardless of whether the draft is for internal purposes or to share with others); (ii) you will not share any draft opinion or report, or any notes, with any other person without our consent; (iii) every draft opinion or report will bear the following legend: ‘THIS IS A PRELIMINARY DRAFT. IT HAS BEEN PREPARED BASED ON PRELIMINARY INFORMATION AND ASSUMPTIONS. NO ONE MAY RELY ON THIS DRAFT. IT IS SUBJECT TO CHANGE AS ADDITIONAL INFORMATION BECOMES AVAILABLE OR IS CLARIFIED’; (iv) all notebooks or individual pages of notes will bear the following legend: ‘THESE NOTES ARE INCOMPLETE AND HAVE BEEN PREPARED FOR PERSONAL USE ONLY. NO ONE MAY RELY ON THEM FOR ANY PURPOSES. IT IS SUBJECT TO CHANGE AS ADDITIONAL INFORMATION BECOMES AVAILABLE OR IS CLARIFIED’.

The completion date for this contract (excluding emergency response oversight) will be 96 months after authorization to proceed.

Statements of Interest must include the following:

1. The location of the office from which the majority of work on this project will be performed and managed.
2. 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 should be provided.
3. The name of the laboratory 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.

4. A statement of your firm's ability to do 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).
5. A description of your mobilization plan to be used upon notification that a work order has been authorized.
6. 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 prime firm must be prequalified in the **Special Services (Hazardous Waste - Advance)** category and be familiar with IDOT contracts.

The chosen firm will have a wide range of experience and sufficient breadth and depth to adroitly handle anything in the special waste / hazardous waste field. The firm will have expert staff to minimize the start-up learning curve for work under this PTB. Previous experience on IDOT projects is not necessarily required. Some work will involve experience and knowledge equivalent to the Special Services, Hazardous Waste-Simple prequalification category.

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, 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 process. Additionally, the firm must comply with the following:

1. Use laboratory facilities that are accredited by the IEPA under 35 Illinois Administrative Code 186.
2. Use appropriately licensed and certified equipment and appropriately licensed and registered subconsultants.

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 System (EPAS).

16. <u>Job No. D-30-002-15, Various Lighting and Lighting Related Projects Statewide, Bureau Design and Environment.</u>

This project requires 10% DBE participation.

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

The Consultant who is selected for this project and all subconsultants the prime Consultant will be using are scheduled to attend a negotiation meeting on **February 19, 2015** at **10:00 A.M.** in the Harry R. Hanley Building, Bureau of Design and Environment in **Springfield.**

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

The Phase II work may consist of engineering design for roadway lighting, electrical installations, dewatering pump station upgrades, and other electrical and lighting facilities. Work may also include the review of plan, special provisions, and contract documents, which relate to electrical, lighting, and pump station work as well as the analysis of field problems, site visits, and nighttime inspections.

The Consultant will be expected to perform work similar to the Electrical Unit Chief and Staff. Key staff from the Consultant may be expected to work at the Harry R. Hanley Building in the Bureau of Design and Environment several days a week.

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

Teaming Agreements will not be allowed on this project.

The department will furnish the Consultant with any plans and contract documents necessary to complete the work. The Consultant is responsible to furnish their own design documents including all lighting and electrical design guides and all electronically available IDOT specifications and policy documents.

The engineering services required may consist of only a portion of the total engineering work on a certain project.

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

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

- The person who will assume 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 a graduate Electrical Engineer or an Illinois Licensed Professional Engineer with adequate roadway lighting experience work and sufficient technical ability). 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 with adequate lighting plan review experience).

The prime firm must be prequalified in the **Special Studies (Lighting: Complex)** category to be considered for this project.

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

17. <u>Job No. D-30-003-15, Various Pump Station and related projects throughout the State, Bureau of Design and Environment.</u>

This project requires 10% DBE participation.

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

The Consultant who is selected for this project and all subconsultants the prime Consultant will be using are scheduled to attend a negotiation meeting on **February 26, 2015** at **10:00 A.M.** in the Harry R. Hanley Building, Bureau of Design and Environment in **Springfield.**

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

The Phase II work may consist of engineering design for dewatering pump station upgrades, and other electrical and lighting facilities. Work may also include the review of plans, special provisions, and contract documents, which relate to electrical, mechanical, and pump station work as well as the analysis of field problems, site visits and pump station inspections.

The Consultant will be expected to perform work similar to the Electrical Unit Chief and Staff. Key staff from the Consultant may be expected to work at the Harry R. Hanley Building in the Bureau of Design and Environment a couple days a month.

Pump Station oversight and Pump Station design by the same Consultant or one of their subconsultants on the same project are prohibited.

Teaming Agreements will not be allowed on this project.

The department will furnish the Consultant with any plans and contract documents necessary to complete the work. The Consultant is responsible to furnish their own safety and design documents including all electrical and mechanical design guides and all electronically available IDOT specifications and policy documents. In addition, the Consultant is responsible to furnish their own safety equipment to enter various areas of the pump station safely.

The engineering services required may consist of only a portion of the total engineering work on a certain project.

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

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

- The person who will assume 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 a graduate Electrical Engineer or an Illinois Licensed Professional Engineer with adequate pump station experience and sufficient technical ability. 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 with adequate pump station review experience).

The prime firm must be prequalified in the **Special Studies (Pump Stations)** category to be considered for this project.

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

18. <u>Job No. C-30-004-15, Various Engineering Services to be Performed Statewide for the Bureau of Materials and Physical Research.</u>

This project requires 20% DBE participation.

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

The Consultant who is selected for this project and all subconsultants the prime Consultant will be using are scheduled to attend an initial meeting on **February 4, 2015** at **9:30 A.M**. at the Bureau of Materials and Physical Research, 126 East Ash Street, **Springfield**.

This project requires specialized technical services in providing engineering services for several units within the Physical Research Section of the department. These efforts are anticipated to include research implementation, surface and structural properties analysis, and/or pavement design and overload analysis. Work orders under the blanket agreement will be negotiated and authorized by the department on an as-needed basis.

Key staff form the Consultant will be expected to perform work in the Bureau of Materials and Physical research, located at 126 East Ash Street, Springfield. The Consultant will be expected to perform work similar to IDOT staff. Suitable office/desk space, files, computer, and telecommunication equipment will be provided as needed.

Research implementation typically consists of implementing research project findings into departmental policies or practices. The Consultant may be required to travel overnight to coordinate and assist with implementation efforts.

This work may include, but not be limited to:

- Facilitating and expediting the resolution of implementation issues, drawing upon necessary resources and experts throughout the department.
- Assisting with developing specifications and policy documents.
- Arranging for the deployment and technology transfer of research project findings and deliverables.
- Qualifying/quantifying the benefit of implementing research project findings and deliverables.
- Tracking, reporting, and presenting the progress of implementation efforts.
- Evaluating and reporting on the benefit of implementation.

Surface and structural properties analysis consists of coordinating efforts pertaining to surface and structural properties of pavements.

This work may include, but not be limited to:

- Preparing and maintaining annual programs for non-destructive testing (falling weight deflectometer, skid resistance, and surface profile).
- Analyzing test results from various non-destructive testing devices.
- Preparing and revising specifications and policies pertaining to surface and structural properties.
- Drafting reports on analyses of structural and surface properties data.

Work may also include pavement design and overload analysis, which consists of assisting the Pavement Design Engineer with activities associated with pavement design using the department's design procedures.

This work may include, but not be limited to:

- Reviewing pavement designs and life-cycle costs analyses from districts.
- Preparing and maintaining the mechanistic pavement monitoring program and coordinating data input for the database.
- Performing pavement overload analyses for projects as requested by the districts and/or central offices.

The completion date for this contract will be 72 months after authorization to proceed.

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

- The person who will assume the duties of Project Manager for all aspects of the work (must be an Illinois Licensed Professional Engineer).
- The person(s) who will perform the duties of Implementation Project Engineer, that individual conducting research implementation efforts (must be an Illinois Licensed Professional Engineer). Must demonstrate 5 years of experience with developing policies and specifications for pavement related issues. In addition, the individual needs: knowledge of current IDOT policies and practices; good written and oral communications skills at all levels of contact; a current, thorough understanding of engineering principles and construction practices; awareness of the latest developments in new technology; and be well-versed in research methods, data and statistical analyses, and day-to-day operations of the department.
- The person(s) who will perform the duties of Pavement Properties Project Engineer, that individual conducting surface and structural properties analysis efforts (must be an Illinois Licensed Professional Engineer). Must demonstrate 5 years of experience with IDOT pavement specifications, design, and rehabilitation. In addition, the individual needs: knowledge of current IDOT non-destructive test methods and surface properties policies; good written and oral communications skills; a sound understanding of developing testing programs; and experience with analyzing deflection, friction, and ride quality data.
- The person(s) who will perform the duties of Pavement Design Project Engineer, that individual conducting pavement design and overload analysis efforts (must be an Illinois Licensed Professional Engineer). Must demonstrate 5 years of experience with IDOT pavement specifications; pavement management; and pavement design, construction, maintenance, and rehabilitation. In addition, the individual needs: knowledge of current IDOT pavement design and selection policies and practices; good written and oral communications skills; a current, thorough understanding of engineering principles and construction practices; and experience with developing and maintaining performance monitoring programs including manual distress surveys using either the SHRP or IDOT distress manual.

Statement of interest must include the firm's experience, 5 years is desired, in the following:

- IDOT pavement specifications; pavement management; and pavement design, construction, maintenance, and rehabilitation.
- Distress surveys using either IDOT or SHRP distress codes.

- Microsoft Access, Microsoft Excel, Microsoft Word, and internet applications.

The Consultant must provide evidence of the licensing requirements listed above, and documentation for each individual showing experience with the specific aspects of the above work efforts as required for their involvement in the work.

Information obtained through any of the efforts listed above is the property of the Illinois Department of Transportation (IDOT) and cannot be sold/given to any other entity without written permission from IDOT.

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).

Firms interested in submitting for this item that are not currently prequalified must contact Carrie Kowalski to establish an account in EPAS so the firms can submit a Statement of Interest. Any procedural questions regarding Statements of Interest submittal and to set up an account in EPAS may be directed to Ms. Carrie Kowalski in the Bureau of Design and Environment at Carrie.Kowalski@illinois.gov.

19. <u>Job No. C-30-005-15, Engineering Services for Pavement Testing, Engineering Evaluations and Performance Monitoring to be Performed Statewide for the Bureau of Materials and Physical Research.</u>

This project requires 15% DBE participation.

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

The Consultant who is selected for this project and all subconsultants the prime Consultant will be using are scheduled to attend an initial meeting on **February 4, 2015** at **1:30 P.M.** at the Bureau of Materials and Physical Research (BMPR), 126 East Ash Street, **Springfield**.

This project requires specialized technical services in providing engineering services for the Pavement Technology Unit within the Bureau of Materials and Physical Research (BMPR) of the department. These efforts are anticipated to include testing services, evaluation services, and monitoring services as described below. Work orders under the blanket agreement will be negotiated and authorized by the department on an as-needed basis.

Testing services are expected to include conducting destructive and non-destructive test methods as assigned. Such testing may include, but not be limited to pavement deflection, skid resistance, and surface profile. The majority of this work occurs between April and November. Two to six technicians may be required to conduct testing efforts. Testing is expected to be performed using department equipment; however, the consultant must be able to provide equipment if directed by the department. The test crew shall have two individuals at all times for safety reasons. All test methods shall be conducted in accordance with department policies. Test equipment, such as Falling Weight Deflectometer (FWD), friction trailer, and lightweight inertial profiler testing equipment, when provided by the department, will be maintained by the department. When directed to provide equipment for FWD, friction, or profile testing, the consultant will be responsible to maintain the equipment according to department policies at a minimum. Consultant personnel will be <u>required</u> to conduct testing services work at the Operations Sub-Unit located at 631 Eastdale Avenue in Springfield, unless otherwise directed by the department. These work efforts are expected to require overnight travel up to 3 or 4 nights per week during the above test season and occasional overnight travel the remainder of the calendar year.

The department will furnish suitable office/desk space, files, and computer and telecommunication equipment at the Operations Sub-Unit located at 631 Eastdale Avenue in Springfield for consultant staff required to work from that facility. The following testing equipment will be provided by the department, or by the consultant when required by the department, for the Consultant personnel to operate:

- Friction Trailer and Tow Vehicle: International Cybernetics Corporation SFT5042 or equivalent operated according to Illinois Modified ASTM E 274.
- Falling Weight Deflectometer: Foundation Mechanics JILS 20T or equivalent operated according to ASTM D 4694.
- Lightweight Profiler: Ames Engineering LISA or equivalent operated according to ASTM E 950.

Work orders for testing services may consist of, but not be limited to, the following tasks:

- Skid resistance testing of selected test sections throughout the state.
- FWD testing of selected test sections throughout the state.

- Surface profile testing for quality assurance or acceptance measurements of construction projects throughout the state.

Evaluation services will include conducting the Profile Equipment Verification (PEV) Program. Two to four engineers and technicians may be required to conduct evaluation efforts. The majority of this work occurs between February and June. The testing will use department equipment and follow departmental procedures. Test equipment includes a profile reference device. Test equipment will be provided and maintained by the department. The evaluation crew shall have two individuals at all times for safety reasons. The Consultant will collect the profile data and provide it to the BMPR either on a portable storage device or as hard copies (as directed by the department contact person). Work efforts for the PEV will be conducted at the selected location of the PEV, currently the Rantoul Municipal Airport, Rantoul, IL.

The department will furnish the Consultant with the following:

- Supporting information for PEV Program.
- Profile Reference Device: FACE Dipstick or equivalent operated according to Manufacturer's Operator Manual according to ASTM E 1364.

Work orders for evaluation services may consist of, but not be limited to, the following tasks:

- Determine reference profiles on two test sections.
- Schedule Contractor testing equipment.
- Witness Contractor testing and collect results.
- Analyze Contractor results and make recommendations on approval of devices.

Monitoring services include mechanistic pavement performance monitoring, as well as technology and new product investigations. Six to eight engineer(s) and technician(s) are required to conduct monitoring services. The pavement sections selected for mechanistic performance monitoring will be determined by the department from a specific list of projects designed according to the department's mechanistic pavement design procedure. Activities included in this effort are conducting distress surveys, summarizing survey data, and entering survey data into a database. The Consultant must be familiar with Microsoft Access, Microsoft Excel, and internet applications. Other monitoring services include monitoring of technical and new product studies.

The department will furnish the Consultant with the following:

- Training on the IDOT method and codes for distress surveys.
- Copies of previous distress survey (where applicable) and location map for each pavement section.
- Current copy of the existing mechanistic monitoring database to update as necessary.
- Project information for new and experimental product investigations.

Work orders for monitoring services may consist of, but not be limited to, the following tasks:

- Traveling to and conducting distress surveys (to record distresses, patching, and overlays) on specific pavement sections.
- Summarizing the total amount of distresses and patching on each pavement section.
- Entering survey data into the mechanistic monitoring database.
- Analyzing performance data and drafting reports of findings.
- Documenting field installations of new or experimental products.
- Performance monitoring of new and experimental products.

The completion date for this contract will be 72 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 Testing Project Engineer, that individual in charge who is directly involved in coordinating the pavement testing (must be an Illinois Licensed Professional Engineer). Must demonstrate 5 years of experience with friction, deflection, and profile test methods and data analysis. In addition, the individual needs: good written and oral communications skills; a sound understanding of developing monitoring programs; and be well-versed in data and statistical analyses.
- The person(s) who will serve as Test Technicians, those individuals performing the testing services (must have a valid Illinois driver's license, a good driving record, and experience with the above non-destructive pavement testing). Test Technicians must demonstrate 5 years of experience and 25 projects tested with each ASTM test method listed above for performing non-destructive pavement testing.
- The person who will serve as PEV Project Engineer, that individual in charge who is directly involved in coordinating and conducting the PEV Program (must be an Illinois Licensed Professional Engineer). Must demonstrate 5 years of experience with profile data analysis and internet applications. In addition, the individual needs: knowledge of current IDOT policies and practices; and good written and oral communications skills at all levels of contact.
- The person(s) performing the duties of Evaluation Technicians and Evaluation Engineers, those individuals who are directly involved in assisting with the PEV program (must have experience with the above profile testing). Must demonstrate 5 years of experience with the ASTM test method listed above for performing pavement profile testing.
- The person who will perform the duties of Monitoring Project Engineer, that individual in charge who is directly involved in coordinating and conducting the mechanistic pavement monitoring (must be an Illinois Licensed Professional Engineer). Must demonstrate 5 years of experience with conducting pavement distress surveys using either the SHRP or IDOT distress manual, performance monitoring, and/or research documentation. In addition, the individual needs: knowledge of distress surveys using either IDOT or SHRP distress codes; good written and oral communications skills; a sound understanding of developing monitoring programs; and be well-versed in data and statistical analyses.
- The person(s) who will serve as Field Technicians and Field Engineers in performing the monitoring services (must have a valid Illinois driver's license and a good driving record). Technicians and Engineers performing the monitoring efforts must demonstrate 5 years of experience with conducting pavement distress surveys using either the SHRP or IDOT distress manual, performance monitoring, and/or research documentation.

Statement of interest must include the firm's experience, 5 years is desired, in the following:

- IDOT pavement specifications, pavement management, pavement design, construction, maintenance, and rehabilitation.
- Distress surveys using either IDOT or SHRP distress codes.
- ASTM/AASHTO test methods required for testing and evaluation tasks.
- Microsoft Access, Microsoft Excel, Microsoft Word, and internet applications.

The Consultant must provide evidence of the licensing requirements listed above, and documentation for each individual showing experience with the specific aspects of the above work efforts as required for their involvement in the work.

Information obtained through any of the efforts listed above is the property of the Illinois Department of Transportation (IDOT) and cannot be sold/given to any other entity without written permission from IDOT.

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).

Firms interested in submitting for this item that are not currently prequalified must contact Carrie Kowalski to establish an account in EPAS so the firms can submit a Statement of Interest. Any procedural questions regarding Statements of Interest submittal and to set up an account in EPAS may be directed to Ms. Carrie Kowalski in the Bureau of Design and Environment at Carrie.Kowalski@illinois.gov.

20. <u>Job No. D-30-004-15, Program Manager Chicago to Quad Cities Rail Project, Various Counties, Central Bureau of Railroads.</u>

This project requires 30% DBE participation.

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

The Consultant who is selected for this project and all subconsultants the prime Consultant will be using are scheduled to attend an initial meeting on **February 4, 2015** at **11:00 A.M.** at the James R. Thompson Center, Bureau of Railroads in **Chicago**.

Phase I, II, III, and long-term maintenance oversight services are required for Amtrak related new service and capital improvement projects in Illinois, specifically for the reestablishment of the Chicago to Quad Cities passenger rail corridor. The Consultant Program manager (PM) will manage various projects in order to assist the DOT in establishing this new service. Work orders under the blanket agreement will be negotiated and authorized by the department on an as-needed basis. All work for this project may be in either English or metric units.

Joint Ventures will not be allowed on this project.

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

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

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

- Manage 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 stakeholders as required
- Hold regular progress meetings and briefings for IDOT where details of project and progress are presented
- Facilitate and expedite the resolution of technical/service issues, drawing upon necessary resources and experts in applicable disciplines
- Facilitate the resolution of contractual issues, drawing upon necessary resources within IDOT
- All other work as required to manage program.

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

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

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

- The person who will assume the duties of Program Manager for all aspects of the work documents (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 (include applicable railway experience).
- The person who will assume the duties of budget/schedule reporting and oversight for the program with full FRA reporting qualifications/capabilities.
- The person who will assume the duties of service operations/equipment oversight, that individual-in-charge, include all applicable railway experience.
- The person(s) who will perform the QC/QA review work of all milestone submittals & include all applicable railway experience.

Statements of Interest must provide 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 railroad experience done in the last five years.

The prime firm must be prequalified in the Transportation Studies (Railway Engineering) category to be considered for this project.

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

Presentations may be required the week of January 26, 2015.

ILLINOIS DEPARTMENT OF NATURAL RESOURCES

OFFICE OF WATER RESOURCES

Springfield

One Natural Resources Way

Springfield, IL 62702-1271

REQUEST FOR PROFESSIONAL SERVICES

November 6, 2014

This is the official notice that professional services are required by the Illinois Department of Natural Resources (IDNR), Office of Mines & Minerals, Division of Abandoned Mined Lands Reclamation. Selection for this project is anticipated to be the week of February 9, 2015.

This is not an invitation for bids. Firms properly prequalified for this project herein may indicate their desire to be considered for selection by submitting a Statement of Interest for the project through the Engineering and Prequalification Agreement System (EPAS).

Firms must be prequalified in **all** of the advertised areas listed in the project description. This is required even if a firm plans to subcontract part of the project.

SPECIAL NOTICE:

Because of federal funding, contracts between consultant firms and the IDNR are not covered by the Response Action Contractor Indemnification Act (415 ILCS 100/1 et seq.), which provides for the defense, indemnification and liability limits in relation to claims arising out of work performed under the contract. The IDNR does not enter into agreements to indemnify or hold harmless consultants in connection with claims arising in connection with work performed under any contract. Insurance requirements and legal obligations are addressed in Section 2 of the Standard Agreement Provisions for Consultant Services. The successful Consultant will be presumed to have fully considered any perceived risks in relation to professional liability, in submission of the Consultant's Proposal.

IDNR hereby notifies all proposers that it will affirmatively insure that in any contract entered into pursuant to the advertisement, prequalified minority business enterprises will be afforded full opportunity to submit statements in response to this invitation and will not be discriminated against on the grounds of race, color, sex, or national origin in consideration for an award.

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

1) Ability to complete the work in the time required and the firm's existing workload.

2) The proximity to the project site of key personnel assigned to the project.

3) Extent of work, which must be subcontracted by the firm and their proposed method of accomplishing the project objectives.

4) Financial evaluation of the firm and its accounting methods.

5) Performance rating for past work done for IDNR, if applicable

All members of the IDNR Consultant Selection Committee will be unavailable to discuss specifics listed herein until selection of the specific firm has been announced.

IDNR's procedures ensure that all members of the Consultant Selection Committee are provided with detailed information concerning all Statements of Interest submitted by all consultants.

Please do not send letters expressing your interest in this project and/or correspondence concerning your firm to members of the Consultant Selection Committee.

If you have any questions concerning this project, please contact Mr. Greg Pinto, Office of Mines & Minerals in the Illinois Department of Natural Resources at (217) 785-0398or e-mail at Greg.Pinto@Illinois.gov.

Procedural questions regarding submittal of Statements of Interest may be directed to Ms. Carrie Kowalski in the Bureau of Design and Environment's Consultant Unit at 217/782-6916 or e-mail at Carrie.Kowalski@illinois.gov.

21. <u>AML-GSwE-1448; DNR-1 Project–Construction Inspection, North & Central Region, Department of Natural Resources.</u>

This project contains Federal Funds.

This project requires 10% DBE participation.

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

The Consultant who is selected for this project and all subconsultants the prime consultant will be using are scheduled to attend a negotiation meeting on **February 11, 2015** at **10:30 A.M.** at the Department of Natural Resources headquarters, One Natural Resources Way in Springfield.

The consultant selected for this project will be expected to provide construction inspection services under a blanket agreement, as needed, at abandoned mined lands reclamation project sites in northern and central Illinois. Site investigation services will also be required. Though the process of project selection is not complete, it is projected that services will be required at several project sites located in Bureau, LaSalle, Grundy, Will, Knox, Fulton, Schuyler, Vermilion, Macoupin, Christian, and St. Clair Counties.

Work orders under the blanket agreement will be negotiated and authorized by the Department for mine reclamation projects on an as needed basis. There will be times during the contract that multiple projects will be under construction requiring two or more inspectors. DNR will furnish the Consultant with Plans and Specifications. The man hours and completion dates will be negotiated by the Department for each project prior to the authorization of each work order. The Consultant must be able to perform the required services at sites throughout the specified regions and within an agreed upon time frame when requested by the Department.

The Consultant will perform technical construction inspection, grade checking, materials tests and inspections, thoroughly and accurately document construction activities with inspection reports, generate payment requests and collect associated backup materials, and prepare record drawings. The Consultant may also be required to assist in generating change orders and furnish technical advice to the Department.

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 Consultant, and subconsultant(s) will disclose all current relationships with contractors.

Site investigation services may include site surveying, collecting soil, surface, and groundwater samples, and conducting borings to define mine refuse limits and soil borrow areas.

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

The completion date for this contact will be 36 months after authorization to proceed. The maximum contract fee for this contract will be $750,000.

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

- The Liaison Engineer who will assume all the duties as Project Manager for all aspects of the work (an Illinois Licensed Professional Engineer is desired).
- The Construction Engineer who will provide technical assistance if needed during construction (must be an Illinois Licensed Professional Engineer).
- The Construction Inspection Technicians. The inspectors should be familiar with IDOT inspection duties and requirements (Current IDOT Construction Documentation Certificates are desired).
- The person or Sub-consultant who will perform any required soil borings.
- The Survey Chief.

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

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

22. AML-GSwE-1449; DNR-2 Project–Construction Inspection, Southern Region, Department of Natural Resources

This project contains Federal Funds.

This project requires 10% DBE participation

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

The Consultant who is selected for this project and all subconsultants the prime consultant will be using are scheduled to attend a negotiation meeting on **February 10, 2015** at **10:00 a.m**. at the Department of Natural Resources headquarters, One Natural Resources Way in Springfield.

The Consultant selected for this project will be expected to provide construction inspection services under a blanket agreement, as needed, at abandoned mined lands reclamation project sites in northern and central Illinois. Site investigation services will also be required. Though the process of project selection is not complete, it is projected that services will be required at several project sites located in Gallatin, Franklin, Jackson, Perry, Saline, and Williamson Counties.

Work orders under the blanket agreement will be negotiated and authorized by the Department for mine reclamation projects on an as needed basis. There will be times during the contract that multiple projects will be under construction requiring two or more inspectors. DNR will furnish the Consultant with Plans and Specifications. The man hours and completion dates will be negotiated by the Department for each project prior to the authorization of each work order. The Consultant must be able to perform the required services at sites throughout the specified regions and within an agreed upon time frame when requested by the Department.

The Consultant will perform technical construction inspection, grade checking, materials tests and inspections, thoroughly and accurately document construction activities with inspection reports, generate payment requests and collect associated backup materials, and prepare record drawings. The Consultant may also be required to assist in generating change orders and furnish technical advice to the Department.

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 Consultant, and subconsultant(s) will disclose all current relationships with contractors.

Site investigation services may include site surveying, collecting soil, surface, and groundwater samples, and conducting borings to define mine refuse limits and soil borrow areas.

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

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

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

- The Liaison Engineer who will assume all the duties as Project Manager for all aspects of the work (an Illinois Licensed Professional Engineer is desired).
- The Construction Engineer who will provide technical assistance if needed during construction (must be an Illinois Licensed Professional Engineer).
- The Construction Inspection Technicians. The inspector should be familiar with IDOT inspection duties and requirements.
- The person or Sub-consultant who will perform any required soil borings.
- The Survey Chief.

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

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

NOTICE
EPAS

May 1, 2014

The EPAS manual has been updated.

EPAS manual located at http://www.dot.il.gov/desenv/preqcons.html

Information has been added defining the SEFC Status Column: Defines In Progress, Initial review, Ranking Process, etc.

IDOT is frequently asked questions covered in the manual:

- When IDOT requests additional information or my password is reset who gets the e-mail? Page 6
- Where can I get help with my SEFC? Page 7
- Can I create another application while IDOT is reviewing my submitted application? Page 9
- What's the AFC? Page 17
- My application is "In Progress" why hasn't it been reviewed? Pages 8, 9, 28, & 30
- How do I change my password? Page 65
- When do I do an Amend? Pages 25 & 32
- When is my SEFC due? Pages 25 & 76 and under the EPAS Help, there is a link to the SEFC, SEFC Information which has a chart. The system also determines which renewal option is required for each firm. On each firm's EPAS home page, the system gives the firm the option of New or Renew.

Firms are encouraged to review the Latest News Information Located on EPAS.
Log on to EPAS at https://apps.dot.illinois.gov/EPAS/
Select News:

Subscription Server

IDOT has a subscription server for anyone interested in consultant information. The subscription server is used to announce the publication of Professional Transportation Bulletins, the results of PTB Selection, and announcements/notices related to consultants.
http://www.dot.il.gov/desenv/ptbsubsc.html

Notice
for
Teaming Clarification

5-1-14

The Joint Venture terminology is no longer being used. We are still allowing the practice of multiple firms joining efforts (prequalification categories and staff) to submit as a prime on a Professional Transportation Bulletin. Only the name has changed. The term Teaming is now used instead of Joint Venture. The Name Change is the only change.

The action of joining forces with another consultant to submit on a Professional Transportation Bulletin is now called Teaming. All policies and procedures referring to Joint Venture still apply with Teaming as the new name of the effort.

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 can be submitted through EPAS. The firm's interested in performing as a Team must coordinate with each other and submit through EPAS. The lead firm should submit 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: http://www.idot.illinois.gov/doing-business/procurements/engineering-architectural-professional-services/index#SOI

Notice

Reminder for Payroll Rate Sumbittal

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**. Escalation Template Revised 10/13.

Additional Information for the Cost Estimates and Consultant Services is available on the website: http://www.idot.illinois.gov/doing-business/procurements/engineering-architectural-professional-services/index#Resources

Prequalification | Bulletin | Statement of Interest | Compliance & Admin | Stay Connected

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 fro 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:

Now 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 : http://www.idot.illinois.gov/doing-business/procurements/Industry-Marketplace/mentor-protege/index#Engineering

Construction | Engineering

Engineering

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

- Learn More
- How to Get Started
- Forms

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

Submitting a Plan

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

Compliance

- Mentor-Protégé Compliance Check Sheet

Reporting

- Quarterly Report
- Final Report

Required Assessments

- Mentor Assessment

NOTICE

2-26-13

This requirement is NOT a criteria for Selection.

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

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

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

http://www.illinois.gov/idol/Pages/default.aspx

ELECTRONIC PLAN SUBMITTAL

The Department of Transportation is in the process of implementing an electronic bidding process. In preparation of the new bidding process, the electronic submittal of plans from each District office to the Central Bureau of Design and Environment is being implemented. Effective for the March letting in addition to the paper copies required by each District, all contract plans and specifications will have to be submitted electronically to the District office. Please reference the CADD ROADWAY AND STRUCTURE PROJECT DELIVERABLES POLICY for information on the electronic submittal.

The policy is available on our website under doing business/ consultant services/ CADD Roadway Guideline or a this link http://www.idot.illinois.gov/doing-business/procurements/engineering-architectural-professional-services/Consultant-Resources .

As a reminder CADD related files (dgn & gpk) are also required at the time of plan submittal to the District office. If you have any questions regarding electronic plan submittal, please contact the CADD supervisor in the appropriate District.

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

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 coordinated by Mary J. Fries of the University of Illinois. The Illinois Center for Transportation (ICT) 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. Mary J. Fries can be contacted at mjfries@illinois.edu or (217)552-2432. 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/home/documentation_certification.html.

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

NOTICE

METHOD OF PAYMENT

Effective 01-26-11

All future projects, beginning with PTB 159, will utilize the **Cost Plus Fixed Fee (CPFF)** method of compensation.

CPFF formula:
Compensation = DL+DC+OH+FF

Where FF:

<u>For Prime Agreements is:</u>
(0.37+ R)DL+%DL

When % is:
1 or 2 sub-consultants = 10% of Direct Labor (DL) of Subs
3 or 4 sub-consultants = 12% of Direct Labor (DL) of Subs
5 or more sub-consultants = 15% of Direct Labor (DL) of Subs

<u>For Sub-Consultants</u>
(0.37 + R)DL

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

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: http://www.idot.illinois.gov/doing-business/procurements/engineering-architectural-professional-services/index#Connect

Instructions to Subscribe

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

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

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

Instructions to Unsubscribe

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

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

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

APPROVAL TO RELEASE CCRL PROFICIENCY SAMPLE RESULTS TO:

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

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

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

_____ _____
Signature (mandatory) Date

_____
Print Name

_____
Print Title

_____
E-mail Address

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

NOTICE
Effective January 24, 2008

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

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

http://amrl.net

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

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

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

- Select Next
- Select Finish

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

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

Laura Mlacnik, P.E.
Engineer of Materials
And Physical Research

Notice
for
Department Manuals, Memorandums, & Rules

The following is available on our website: http://www.idot.illinois.gov/doing-business/procurements/engineering-architectural-professional-services/Consultant-Resources/index

- 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

The Highway Manuals Sales Order Forms (Highway Manual Order Form) is available at: **http://www.idot.illinois.gov/doing-business/sales/manual-sales/index**

NOTICE
DBE FIRMS AND PROJECT GOALS

The firms noted on the List of Pre-qualified Consultants on IDOT's website (http://www.idot.illinois.gov/doing-business/procurements/engineering-architectural-professional-services/index#Prequalification) are firms certified as a DBE in specified areas. It is the responsibility of any prime consultant firm to go to the **Illinois Unified Certification Program** web site (http://www.idot.illinois.gov/doing-business/certifications/disadvantaged-business-enterprise-certification/il-ucp-directory/index) to verify the subconsultant is certified as a DBE in the area of work the sub will be performing on a specific project. Only the pre-qualified areas of work the DBE firm is certified in as a DBE will be considered toward the project's DBE goal.

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

If you have any questions on DBE certification, please contact Carol Lyle in the Office o Business and Workforce Diversity.

“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, contract all proposal packages submitted to the Illinois Department of Transportation (IDOT) must contain the firm's IDHR number and the expiration date. The Department is required by law to require this number from all parties contracting with the State of Illinois. If your firm currently does not have an IDHR number the application form may be obtained from the following web-site http://www.state.il.us/dhr/Programs/DHR_PBCT.htm or may also be obtained by contacting: DHR, Public Contracts Section Public Contracts Division100 W. Randolph, Suite 10-100Chicago, IL 60601or by calling: 312-814-2432 (TDD 312-263-1579)

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

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

Overtime Billing
for
Engineering Consultant Contracts

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

NOTICE
For
Prequalification of Consultants & DBE Revisions

Prequalification:
As stated in each Professional Transportation Bulletin under the guidelines:

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

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

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

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

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

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

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

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

NOTICE OF TRAINING OPPORTUNITY
Updated 9-23-14

LAKELAND COLLEGE TRAINING COURSES

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

Kathy Willenborg
Lake Land College
5001 Lake Land Blvd.
Mattoon, IL 61938-9336
Phone: (217) 234-5285
Fax: (217) 234-5381 E-Mail: idotqcqa@lakeland.cc.il.us

Internet Homepage: http://www.lakeland.cc.il.us/idotqcqa

NATIONAL HIGHWAY INSTITUTE (NHI) COURSES

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

http://www.nhi.fhwa.dot.gov/home.asp

NATIONAL TRANSIT INSTITUTE (NTI) COURSES

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

http://www.ntionline.com

ILLINOIS CENTER FOR TRANSPORTATION

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

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

For questions about registration and cancellations contact:

Trachia Wilson

Email: tstolz@illinois.edu

Phone: 217-300-3197.