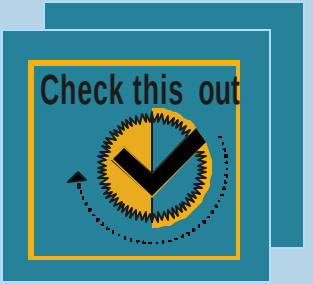
Professional Transportation Bulletin

PTB 187

February 01, 2018
Revised February 09, 2018

Statements of Interest are due before 12:00 p.m.
on February 22, 2018
Selection Date: April 25, 2018



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

IMPORTANT NOTICE PROFESSIONAL TRANSPORTATION BULLETIN REVISIONS

Selection Date: April 18, 2018

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: February 09, 2018.

Item 7. Revised a requirement for the key staff for SGR to allow Illinois PE or Illinois SE:

> The person who will perform the work in the area of geotechnical analysis and the Structural Geotechnical Report (SGR) (must be an Illinois Licensed Professional Engineer or an Illinois Licensed Structural Engineer). The required Geotechnical prequalification category may be completed by the Prime and/or Subconsultant.

State Of Illinois
Contact Information

Department Of Transportation
2300 South Dirksen Parkway
Springfield, Illinois 62764

The Transportation Bulletin is the official Illinois Procurement Bulletin for the Illinois Department of Transportation as authorized by Section 15-1 of the Illinois Procurement Code, 30 ILCS 500/15-1.

It is available on the **IDOT's WEBSITE:** http://www.idot.illinois.gov/doing-business/procurements/engineering-architectural-professional-services/index

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

Questions concerning this Bulletin should be directed to:
Carrie Kowalski
Consultant Unit Chief
E-mail: DOT.ConsultantServices@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. Anthony Quigley
201 West Center Court
Schaumburg, IL 60196

Region 2

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

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

Region 3

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

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

Region 4

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

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

Region 5

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

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

Tentative Schedule
For
Professional Transportation Bulletins

ACTIVITY	PTB 188	PTB 189	PTB 190	PTB 191	PTB 192	PTB 193
PUBLISH PTB	**05-03-18**	**08-02-18**	**11-08-18**	**02-07-19**	**05-02-19**	**08-01-19**
***STATEMENTS OF INTEREST ARE DUE	**05-24-18**	**08-23-18**	**11-29-18**	**02-28-19**	**05-23-19**	**08-23-19**
SELECTION MEETING	**07-18-18**	**10-17-18**	**01-23-19**	**04-24-19**	**07-17-19**	**10-16-19**

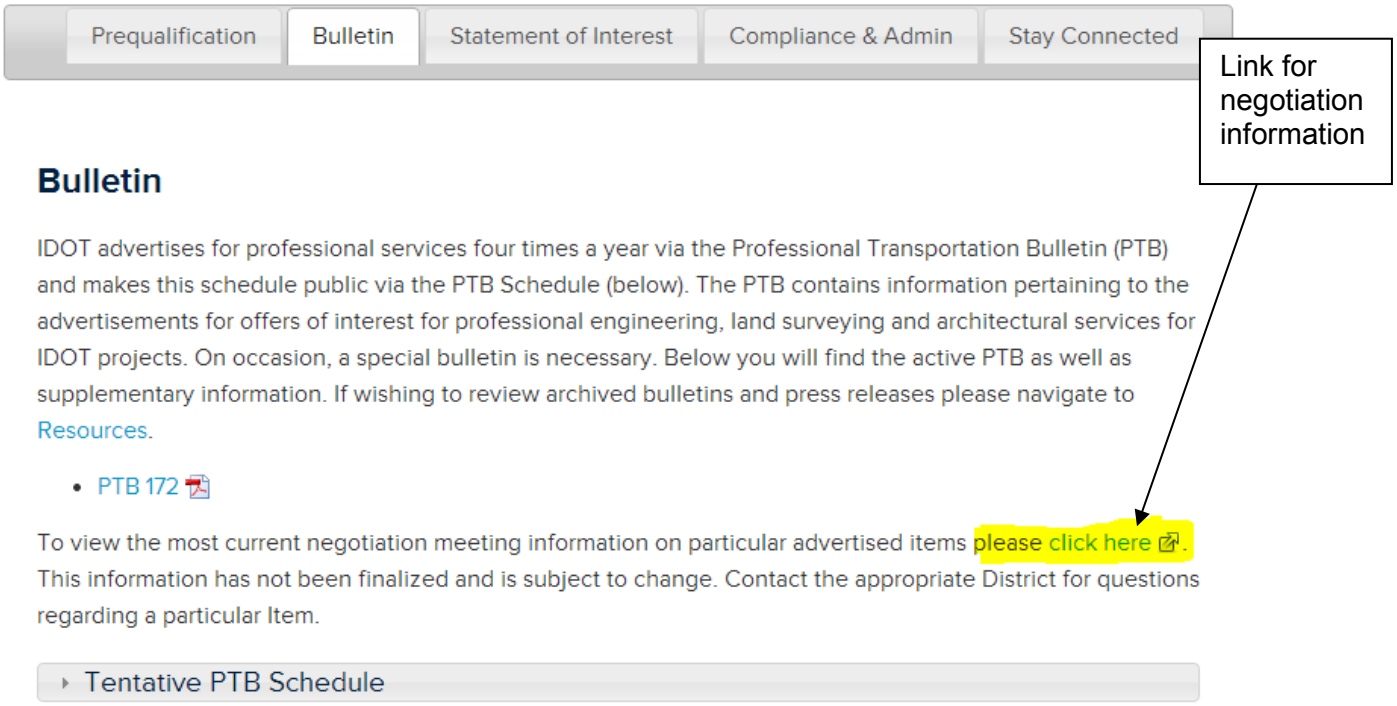
***** STATEMENTS OF INTEREST FOR THE CURRENT PTB MUST BE RECEIVED BETWEEN, Publish Date 02-01-18 & 02-22-18 (12:00 P.M. NOON)**

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

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

NOTICE

Proposed Negotiation Meeting information for Items will be available under the Bulletin Tab at the following link: http://www.idot.illinois.gov/doing-business/procurements/engineering-architectural-professional-services/index



- **Region 1**
  - **Anthony Quigley**
    - **District 1**
      - **Items 1 - 6**
- **Region 3**
  - **Kevin Marchek**
  - **District 2**
    - **Item 7**
- **Region 3**
  - **Kensil Garnett**
    - **District 4**
      - **Item 8**
    - **District 5**
      - **Items 9**
- **Region 4**
  - **Jeffrey South**
    - **District 6**
      - **Items 10-12**
- **Region 5**
  - **Jeffrey Keirn**
    - **District 9**
      - **Items 13**
- **Bureau of Bridges & Structures**
  - **Carl Puzey**
    - **Item 14-16**
- **Department of Natural Resources - Office of Water Resources**
  - **Items 17-18**

Introduction

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

PROFESSIONAL TRANSPORTATION BULLETIN #187
Publish February 1, 2018

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

A notification of the PTB being published is sent to each professional consultant on IDOT's subscription server list. A Professional firm who is not prequalified may obtain the necessary information and forms to become prequalified from the INTERNET at: 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, February 22, 2018. STATEMENTS RECEIVED AFTER THIS TIME WILL NOT BE CONSIDERED.

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

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

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

Departmental procedures ensure all members of the Consultant Selection Committee are provided with detailed information concerning all Statements of Interest submitted by all consultants. Please do not send letters and/or e-mails expressing your interest in various projects and/or correspondence concerning your firm to members of the Consultant Selection Committee per Illinois Procurement and Ethics (5 ILCS 430/5-50).

Information for Submitting Statements of Interest (SOI)

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

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

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

The EPAS instruction manual is located on the IDOT Website under Resources: Manuals & Guides: http://www.idot.illinois.gov/Assets/uploads/files/Doing-Business/Manuals-Guides-&-Handbooks/Highways/Design-and-Environment/EPAS%20Instructions%20Manual.pdf

Information to consider when submitting:

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

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

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

Information for Submitting Statements of Interest (SOI)

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

- Under 3. Experience of the staff or firm in accomplishing similar types of work should be shown for only the most recent projects and should be concise and relevant to the expertise required for the specific project. If there are several projects with the same work completed, then one summary would be adequate with each location and the project manager noted for each. This information should be shown at the end of the SOI.

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

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

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

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

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

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

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

PROFESSIONAL TRANSPORTATION BULLETIN

REQUIRED FORMS

FOR

STATEMENT OF INTEREST SUBMITTAL

The information in all forms is required as part of all Statement of Interest submittals. The 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/Assets/uploads/files/Doing-Business/Manuals-Guides-&-Handbooks/Highways/Design-and-Environment/EPAS%20Instructions%20Manual.pdf

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

Required forms are located at 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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Item	County	Description
Region 1/District 1		
1.	DuPage	Job No. C-91-318-16, Construction Inspection for I-290 at Salt Creek
2.	Various	Job No. C-91-999-99, Various Construction Inspection Projects
3.	Cook	Job No. C-91-229-15, Construction Inspection for US 14 at WC RR & UP RR (PS 8)
4.	Various	Job No. MT-91-001-18, Various Quality Assurance for Aggregate/HMA/PCC and Other Material Inspection Projects
5.	Kane	Job No. D-91-254-18, Phase II project for IL 72 at State Street/Getzelman Road
6.	Various	Job No. D-91-253-18, Various Phase II Projects
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7.	Boone	Job No. P-92-018-13/D-92-018-13, Improvements of IL 173 from 0.4 M. E. of IL 76 to the McHenry County Line
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8.	Fulton	Job No. P-94-007-18/D-94-045-16, Phase I/II Project for Bridge Replacement, US 24/IL 9 over Copperas Creek
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9.	Various	Job No. P-95-035-17/D-95-035-17, Various Phase I/II Projects
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10.	Various	Job No. RM-96-001-18, Various Surveys
11.	Various	Job No. D-96-006-18, Various Phase I/II Projects
12.	Pike/Scott	Job No. D-96-029-18, Phase II work for IL 100/106 (Florence Bridge) over the Illinois River
Region 5/District 9		
13.	Various	Job No. RM-99-001-18, Various Survey Projects

Item	County	Description

Bureau of Bridges and Structures

14.	Various	Job No. BI-37-006-18, Structural Steel Shop Fabrication Inspection Statewide
15.	Various	Job No. BI-37-005-18, Various Engineering Services for Structure Projects Statewide
16.	Various	Job No. BI-37-004-18, Various Phase I/II Engineering for Structure Projects Statewide, (Major River Bridge Inspection)

Department of Natural Resources

17.	Randolph	Job No. OWR-345, Development of Plans, Specifications, Cost Estimates, and Operations and Maintenance Manuals for the Rehabilitation of Edgar Lakes Pump Station
18.	Whiteside	Job No. OWR-344, Development of Programmable Logic Controller (PLC) Code and Plans, Specifications, Cost Estimates, and Operations and Maintenance Manuals for the Operation and Rehabilitation of Sinnissippi Dam

1. **Job No. C-91-318-16, I-290 at Salt Creek, Phase III Project, DuPage County, Region One/District One.**

This project may contain **Federal Funds.**

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

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

The Consultant who is selected for this project and all subconsultants the prime Consultant will be using are scheduled to attend an initial meeting on **May 10, 2018** at **9:00 A.M.** at the Region One/District One Office in **Schaumburg.**

Phase III engineering services are required for construction inspection for the improvement of I-290 at Salt Creek. The complete removal and replacement of the existing bridge structure carrying I-290 over Salt Creek in the Village of Addison in DuPage County hereinafter referred to as the project. The project includes complete bridge removal of the existing 102 ft. long bridge consisting of 3-spans of 32 ft. long simply supported 27 in. deep by 36 in. wide PPC Box beams, (on which approximately 10 ft. of fill is placed) supported on reinforced closed abutments on concrete piles and two reinforced concrete solid wall piers on steel piles and out-to-out width of 237 ft. The replacement structures are expected to be approximately 210 ft. long with an 8 in. cast-in-place reinforced concrete deck supported on new solid wall encased pile piers and new open integral abutments widened to facilitate 12 ft. shoulders and a future fourth lane addition in both directions. The fill on the top of the existing superstructure is to be removed, resulting in a more conventional bridge layout. The project will also include adjacent roadway work, temporary pavement, retaining walls, maintenance of traffic, surveillance, lighting, and all other incidental work required to complete the project.

The following Structures are expected to be included:

- S.N. 022-0103 - [Existing I-290 structure over Salt Creek]
- S.N. 022-0547 - [Proposed I-290 structure over Salt Creek]
- S.N. 022-0577 - [Proposed I-290 structure over Salt Creek]

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

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

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

the services of an engineer to complete this project on a timely basis and in accordance with State specifications.

The Consultants Statement of Interest will be rated based on:

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

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

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

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

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

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

2. Job No. C-91-999-99, Various Construction Inspection Projects, Various Routes, Various Counties, Region One/District One.

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

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

The Consultant who is selected for this project and all subconsultants the prime Consultant will be using are scheduled to attend an initial meeting on **May 10, 2018** at **1:00 P.M.** at the Region One/District One Office in **Schaumburg.**

Phase III engineering services are required to assist department resident engineers/technicians on various construction projects throughout the District. Eight (8) to Twelve (12) engineers and /or engineering technicians are anticipated to be required during the 2018, 2019 and possibly 2020 construction seasons. Typical assignments may include, but are not limited to, general construction inspection, project finalization and documentation, including PCC & bituminous concrete paving operations, drainage, patching, bridge structures, bridge painting and providing general assistance as a member of a field crew. Survey/layout services may be required. The Consultant will furnish a Project Manager and an adequate staff to perform the duties required to fulfill the engineering requirements in accordance with the departmental policies. This work may be in either English or metric units.

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

Personnel shall have a good working knowledge of Department Specifications for Road and Bridge Construction, the Department Construction Manual and documentation and inspection procedures.

The Consultants Statement of Interest will be rated based on:

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

The anticipated completion date for this contract is approximately 18 months after authorization to proceed is given.

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

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

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

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

3. Job No. C-91-229-15, US 14 at WC RR & UP RR (PS 8), Phase III Project, Cook County, Region One/District One.

This project may contain **Federal Funds.**

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

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

The Consultant who is selected for this project and all subconsultants the prime Consultant will be using are scheduled to attend an initial meeting on **May 10, 2018** at **10:00 A.M.** at the Region One/District One Office in **Schaumburg.**

Phase III engineering services are required for construction inspection for the improvement of US 14 at WC RR & UP RR (PS 8). The project includes the relocation of pump station 8 from the north side of US 14 (Northwest Highway) to the south side of US 14 at the Canadian National and Union Pacific Railroad in the City of Des Plaines. The scope includes above and below grade structures, site work, earth excavation, concrete work, reinforcement bars, glass block and masonry work, doors and frames, metal work, painting, drainage sewers, pumping units with associated piping and fittings, heating and ventilation systems, instruments, motor control center, SCADA system, electrical and telephone services, diesel generator set, gas detection system, AEGIS intrusion system, fire alarm, and lighting for the new pump station. The scope also includes maintaining the existing pump station during construction, and then demolishing the existing pump station after completing the construction of the new pump station.

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

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

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

The Consultants Statement of Interest will be rated based on:

Rating Description	Weighted %
Past performance in project categories	10
Proposed staffing from Prime and any Subconsultants	25
Proposed DBE use	10

Rating Description - Continued	Weighted %
Available work capacity of firm	15
The firm's experience with required project work	20
Firm's understanding/method of accomplishing project requirements	20

The anticipated construction completion date is August 28, 2020. The Consultant must complete and submit final measurements, calculations and final contract records documents to the department no later than six (6) weeks after the completion of the project.

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

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

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

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

4. Job No. MT-91-001-18, Various Quality Assurance for Aggregate/HMA/PCC and Other Material Inspection Projects, Various Routes, Various Counties, Region One, District One.

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

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

The Consultant who is selected for this project and all subconsultants the prime Consultant will be using are scheduled to attend an initial meeting on **May 02, 2018** at **10:00 A.M.** at the Region One, District One Office in **Schaumburg.**

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

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

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

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

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

The Consultants Statement of Interest will be rated based on:

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

The estimated engineering fee for this project is $1,500,000. The completion date for this contract will be 60 months after authorization to proceed.

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

- The Liaison Engineer who will assume duties as Project Manager for all aspects of the work (must be an Illinois Licensed Professional Engineer)
- The person(s) who will be in charge of QA Lab and Field Testing
- QC/QA Level 1, Level 2 and Level 3 (HMA and PCC) Certified Testing Technicians
- ACI Grade 1 and PCI Level 1 and Level 2 Certified Testing Technicians
- The Materials QA Technician
- Structural Steel and Miscellaneous Materials Source Inspector
- Materials Certification Technician (must possess a current IDOT Construction Documentation certificate. Current proof of recent IDOT documentation experience within the last 5 years is required. **Include the Documentation Certificate Number for IDOT)**
- Technical Office Staff

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

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

Special Services (Quality Assurance: HMA & Aggregate)

Special Services (Quality Assurance: PCC & Aggregate)

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

5. Job No. D-91-254-18, FAP 557, IL 72 at State Street/Getzelman Road, Phase II Project, Kane County, Region One, District One.

This project may contain **Federal Funds.**

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

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

The Consultant who is selected for this project and all subconsultants the prime Consultant will be using are scheduled to attend an initial meeting on **May 04, 2018** at **10:00 A.M.** at the Region One, District One Office in **Schaumburg.**

Phase II engineering services are required for improvements to IL 72 (FAP 557) at State Street/Getzelman Rd. (FAU 98). The Consultant's work is expected to consist of preparing plans, specifications, and cost estimates to current standards for the intersection reconstruction at IL 72 and State St./Getzelman Rd. The Consultant's work may include survey, completing and updating existing design plans that are partially complete and finishing the contract plans for letting. The proposed improvement is expected to consist of raising the profile of the intersection, culvert replacement, installation of a new shared-use path and new sidewalk, replacement of existing temporary signals with permanent traffic signals, upgrading the existing lighting and other incidental work required to complete the Phase II contract plans.

The following structures are anticipated in this project:

- S.N. 045-2107 (Proposed)/045-0240 (Existing) IL 72 over Hampshire Creek box culvert
- S.N. 045-6032 (Proposed)/ (No existing S.N.) State St. over Hampshire Creek box culvert
- Existing corrugated metal pipe driveway culvert (No existing S.N.) – to be removed

The department will furnish the Consultant with available microfilm plans, project report, hydraulic report, and other necessary items.

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

The Consultants Statement of Interest will be rated based on:

Rating Description	Weighted %
Past performance in project categories	15
Proposed staffing from Prime and any Subconsultants	30
Proximity of firm to project location	2
Proposed DBE use	5
Available work capacity of firm	10
The firm's experience with required project work	23
Firm's understanding/method of accomplishing project requirements	15

The current estimated construction cost for this project is $3,105,000. The completion date for Phase II will be 18 months after authorization to proceed.

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

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

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

- The person who will perform the work in the area of structure plan preparation documents (must be an Illinois Licensed Structural Engineer). In addition, the staff performing this work must be identified. The Structures - Highway: Simple prequalification category requirement may be completed by the Sub and/or Prime consultant.

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

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

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

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

The prime firm must be prequalified in the **Highways (Roads and 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).

6. <u>Job No. D-91-253-18, Phase II Various Projects, Various Counties, Region One, District One.</u>

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

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

The Consultant who is selected for this project and all subconsultants the prime Consultant will be using are scheduled to attend an initial meeting on **May 01, 2018** 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 improvements, drainage improvement plans, preparation of miscellaneous roadway plans and structure details (TS&L plans, structure plans), review of plans by consultants and local agency consultants for roadway and bridge reconstruction projects, obtaining pavement composition cores for resurfacing projects and geotechnical borings for structure designs, creation and/or maintenance of Phase II project websites for the District and providing supplemental field and bridge deck surveying for various projects.

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

The Consultants Statement of Interest will be rated based on:

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

The estimated construction cost of these projects may range from $300,000 to $3,000,000. The estimated engineering fee for this project is $2,000,000. 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 route surveys (must be an Illinois Licensed Professional Engineer or an Illinois Licensed Surveyor). The surveying prequalification category may be completed by the Prime and/or Subconsultant

- 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).

7. <u>Job No. P-92-018-13/D-92-018-13, IL 173 from 0.4 M. E. of IL 76 to McHenry County Line. Boone County, Region Two/District Two.</u>

This project may contain **Federal Funds.**

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

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

The Consultant who is selected for this project and all subconsultants the prime Consultant will be using are scheduled to attend a negotiation meeting on **May 01, 2018,** at **10:30 A.M.** at the Region Two, District Two Office in **Dixon**.

Phase I and II engineering services are required for the preparation of a Project Report (anticipated to be a categorical exclusion) and Phase II contract plans to improve IL 173 from approximately 0.4 miles east of IL 76 to the McHenry County Line. The work may include widening the existing shoulders to provide an 8' shoulder, resurfacing, and re-ditching throughout the entire project, replacement/rehabilitation/extending of approximately 18 culverts, but will be further defined following Phase I analysis, hydraulic reports, storm sewer design, addressing geometric and ADA improvements/requirements through Capron, possible realignment of the curve on west side of Capron, public meeting(s) participation, crash analysis, bicycles and pedestrians accommodations per Complete Streets policy and utility conflicts and relocations. This project is anticipated to be completed using PowerGeopak V8i Select Series 4 utilizing Corridor Modeling and shall be compatible with the IDOT Computer Aided Design, Drafting, Modeling, and Deliverables Manual for preparation of roadway and structures plans.

Phase I may include the preparation of a Project Report, Traffic Management Analysis (TMA), review of Bridge Condition Reports, Hydraulic Reports, crash analysis, Type, Size and Location (TSL) drawing, cost estimate, pavement design, cross sections, queue and delay analysis and typical sections, geotechnical engineering services and the preparation of SGRs. Coordination with other agencies is anticipated with this project.

Phase II may include the preparation of detailed contract plans and all associated material, final bridge plans, roadway plans, typical sections, drainage plans, special details, special provisions; quantities, cost estimates, estimate of time, Traffic Management Plan (TMP), PSI submittal and field surveys as needed. Coordination with other agencies is anticipated with this project.

The department will furnish the Consultant with any available as-built/existing plans, microfilm plans, approved hydraulic reports, approved design report, inspection reports, traffic data, soils boring data, and any other available information. The department will also furnish the Consultant with alignment data, title reports, and proposed right-of-way plats when available.

The Consultant will prepare roadway and structural plans, all applicable permits and all other necessary related work required to complete Phase II contract plans.

The Consultants Statement of Interest will be rated based on:

Rating Description	Weighted %
Past performance in project categories	15
Proposed staffing from Prime and any Subconsultants	20
Proximity of firm to project location	5
Proposed DBE use	5
The firm's experience with required project work	15
Firm's understanding/method of accomplishing project requirements	25
Project Specific Criteria : 3D CADD Knowledge/Experience	15

The estimated construction cost for this project is $11,275,000. The completion date for this contract will be 60 months after authorization to proceed.

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

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

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

- The person who will perform the work in the area of structure plan preparation documents (must be an Illinois Licensed Structural Engineer). In addition, the staff performing this work must be identified.

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

- The person who will perform the work in the area of geotechnical analysis and the Structural Geotechnical Report (SGR) (must be an Illinois Licensed Professional Engineer or an Illinois Licensed Structural Engineer). The required Geotechnical prequalification category may be completed by the Prime and/or Subconsultant.

- The person who will perform/supervise the work in the area of hydrologic/hydraulic analysis and modeling for culverts, storm sewers, and bridges (must be an Illinois Licensed Professional Engineer).

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

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

Location/Design Studies (Rehabilitation)

Structures (Highway: Typical)

Hydraulic Reports (Waterway: Typical)

Highways (Roads and Streets)

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

8. Job No. P-94-007-18/D-94-045-16, Bridge Replacement Phase I/II Project, FAP Route 317 (US 24/IL 9) over Copperas Creek in Fulton County, Region Three/District Four.

This project may contain **Federal Funds.**

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

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

The Consultant who is selected for this project and all sub-consultants the prime Consultant will be using are scheduled to attend a negotiation meeting on **May 01, 2018** at **10:30 A.M.** at the Region Three/District Four Office in **Peoria**.

Phase I/II engineering services are required for the preparation of an addendum to a Project Report and final contract plans, specifications, and cost estimates for a bridge replacement of Structure No. 029-0001, which carries US 24/IL 9 over Copperas Creek in Fulton County near Banner, Illinois.

The Consultant's Phase I work may consist of revising a Bridge Condition Report, Structure Report, and a Project Report. This work may include data collection, pickup surveys, alignment studies, cost estimates, traffic management analysis, crash analysis, TS&L drawings, quantity computations, Right-of-Way plans and plats, and all other related work items required to produce an addendum to the existing Project Report (Categorical Exclusion).

The Consultant's Phase II work may consist of roadway plans, pre-final structure plans, final structure plans, and any other related work required to complete final plans, specifications, and estimates.

The department will furnish the Consultant with traffic data, existing plans, Project Report for a four-lane upgrade, boring logs, environmental coordination, utility coordination, survey data, MicroStation files, GEOPAK files, inspection reports, and crash data.

The Consultants Statement of Interest will be rated based on:

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

The estimated construction cost for this project is $15,000,000. The project is tentatively set for an FY 2020 Letting. The completion date for this contract will be 42 months after authorization to proceed. A planned supplement for Phase II will be done near the completion of Phase I.

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

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

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

- The person who will perform the work in the area of structure plan preparation documents (must be an Illinois Licensed Structural Engineer.) In addition, the staff performing this work must be identified.

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

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

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

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

9. Job No. P-95-035-17/D-95-035-17, Phase I/II Various Projects, Various Routes, Various Counties, Region 3/District Five.

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

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

The Consultant who is selected for this project and all subconsultants the prime Consultant will be using are scheduled to attend an initial meeting on **May 02, 2018** at **10:30 A.M.** at the Region 3/District Five Office in **Paris**.

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

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

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

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

The Consultant may be required to provide project management and/or project support staff to work in the District 5 office. This work may include engineering, technical management, and/or project support.

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

The Consultants Statement of Interest will be rated based on:

Rating Description	Weighted %
Past performance in project categories	25
Proposed staffing from Prime and any Subconsultants	20
Proximity of firm to project location	5
Proposed DBE use	5
Available work capacity of firm	15

Rating Description -- Continued	Weighted %
The firm's experience with required project work	15
Firm's understanding/method of accomplishing project requirements	15

It is anticipated that this contract will include approximately 4 to 10 different projects. The Consultant's work may consist of either complete projects or a portion of the total engineering required for a certain project. The estimated construction cost for each project will range from approximately $10,000 to $5,000,000. The estimated engineering fee for this project is $500,000. The completion date for this contract will be 60 months after authorization to proceed.

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

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

Location/Design Studies (Rehabilitation)

Structures (Highway: Typical)

Highways (Roads & Streets)

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

10. Job No. RM-96-001-18, Various Surveys, Various Routes, Various Counties, Region Four/District Six

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

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

The Consultant who is selected for this project and all subconsultants the prime Consultant will be using are scheduled to attend a scope of services meeting on **May 02, 2018** at **11:00 A.M.** in the Region Four/District 6 Office in **Springfield**.

Engineering services are required for miscellaneous surveys throughout District 6. It is anticipated this contract will include approximately sixteen (16) such surveys during Fiscal Year 2018. 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 as-built construction plans, directions on completing the surveys, and any other available data.

The Consultant's work may include, but is not limited to, route surveys, bridge and hydraulic surveys, right-of-way staking, soil boring stake outs and land surveys.

The Consultants Statement of Interest will be rated based on:

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

The estimated engineering fee for this contract is $300,000. The completion date for this contract will be 60 months after authorization to proceed.

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

- The person who will assume the duties of the project manager for all aspects of the work documents must be an Illinois licensed Land Surveyor.
- The person who will perform the QC/QA review work of all milestone submittal documents (must be an Illinois Licensed Land Surveyor with adequate 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. Job No. D-96-006-18, Various Phase I/II Projects, Various Routes, Various Counties Region Four, District Six

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

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

The Consultant who is selected for this project and all subconsultants the prime Consultant will be using are scheduled to attend a Scope of Services meeting on **May 04, 2018,** 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.

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

The Consultants Statement of Interest will be rated based on:

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

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

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

- The person who will assume the duties of Project Manager for all aspects of the work (must be an Illinois Licensed Professional Engineer).
- The person(s) who will perform the duties of Project Engineer who will be directly involved and responsible in the development of the reports and/or plans (must be an Illinois Licensed Professional Engineer).
- The person who will be in charge of surveys (must be an Illinois Licensed Land Surveyor).
- The 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).

12. Job No. D-96-029-18, IL 100/106 (Florence Bridge) over the Illinois River, Phase II Engineering Services, Pike and Scott Counties, Region Four, District Six

This project may contain **Federal Funds.**

This project requires **8% DBE** participation, or if the contract goal is not met, documented evidence of good faith efforts.

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

The Consultant who is selected for this project and all subconsultants the prime Consultant will be using are scheduled to attend a Scope of Services meeting on **May 03, 2018,** at **1:30 P.M.** in the Region Four, District Six Office in **Springfield**.

Phase II engineering services are required to rehabilitate SN 086-0001 (IL 100/106 over the Illinois River at Florence) which is a lift span bridge. The anticipated scope of work is to include minor substructure repairs and a significant number of superstructure repairs. The overall intent of this project is to address the major structural deficiencies as identified in the structure inspection report. A detailed list of the items to be address will be provided by the District at the scope of services meeting. The scope of work may also include a bridge deck overlay, bridge joint repair, and possible modernization of the existing traffic gates. Bridge painting is also anticipated and shall include a complete cleaning and painting of the steel on the approach spans and zone painting on the truss spans which may include beam ends, lower chords and the splash zone.

The work shall consist of creating structure repair plans, traffic staging, and any other related work required to complete plans, specifications, and estimates as necessary.

The department will furnish the Consultant with the available master structure reports and latest bridge inspection report, along with any as-built plans, microfilm plans, field notes, traffic data, accident statistics, agency coordination, existing right-of-way plans, aerial photos, and other information.

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

The Consultants Statement of Interest will be rated based on:

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

The estimated construction cost for this project is $14,000,000. This cost may be revised based on further analysis of the latest inspection report. The completion date for this contract will be 18 months after authorization to proceed.

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

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

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

- The person who will perform the work in the area of structure plan preparation documents (must be an Illinois Licensed Structural Engineer). In addition, the staff performing this work must be identified.

- The person who will perform the QC/QA review work 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 Statement of Interest must also include the Consultant's relevant projects completed by the firm for IDOT within the past four years by members of the Consultant's key personnel as listed above. The Statements of Interest must list no more than 10 applicable projects.

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

Structures (Moveable)

Structures - Highway (Advanced Typical)

Highways (Roads & Streets)

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

13. Job No. RM-99-001-18, Various Surveys and Survey Project Management, Various Routes, Various Counties, Region Five/District Nine

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

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

The Consultant who is selected for this project and all subconsultants the prime Consultant will be using is scheduled to attend a negotiation meeting on **April 30, 2018** at **9:00 A.M.** at the Region Five/District Nine Office in **Carbondale**.

Phase I/II surveying services are required for various design and land acquisition projects throughout District Nine. Work Orders under the blanket agreement will be negotiated and authorized on an as-needed basis.

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

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

The Consultants Statement of Interest will be rated based on:

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

The estimated engineering fee for this project is $200,000. The completion date for this project will be 60 months after authorization to proceed.

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

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

- The person who will be in charge of Surveys (must be an Illinois Licensed Professional Land Surveyor).

- The person who will be in charge of Quality Control (must be an Illinois Licensed Professional Land Surveyor).

The prime firms 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).

14. Job No. BI-37-006-18, Structural Steel Shop Fabrication Inspection Statewide, Various Routes, Various Counties, Bureau of Bridges and Structures.

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

The Consultant who is selected for this project and all subconsultants the prime Consultant will be using are scheduled to attend an initial meeting on **May 08, 2018** at **10:30 A.M.** at the Harry R. Hanley Building, Bureau of Bridges and Structures in **Springfield.**

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

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

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

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

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

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

Rating Description	Weighted %
Past Performance in Project Categories	20
Proposed Staffing from Prime and any subconsultants	30
Proximity of firm to project location	10
The firms experience with required project work	30
Firms understanding/method of accomplishing project requirements	10

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

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

ATTACHMENT A

INSPECTION REQUIRMENTS

SECTION I - INSPECTORS

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

1. The inspectors shall personally make inspections and reports as required by the DEPARTMENT for quality assurance (QA) of fabrication on assigned projects. They shall perform special tests, examinations and re-inspections when required by the DEPARTMENT.
2. Each inspector shall be familiar with the approved shop drawings and DEPARTMENT standard specifications pertaining to the fabrication inspected, as well as applicable codes and specifications of the American Welding Society (AWS) and American Society for Nondestructive Testing (ASNT).
3. No variations from the approved shop drawings or the Contract documents shall be permitted by the inspector, except upon specific instructions by the DEPARTMENT.
4. Each inspector assigned to a project shall be a Certified Welding Inspector (CWI), unless otherwise approved or specified by the Department, and well versed in applicable fabrication, non-destructive testing (including MT and RT interpretation), cleaning and/or shop painting techniques. Non-certified inspectors shall have at least one year of prior, supervised experience with the agency.
5. Inspectors shall be assigned and monitored by an Inspection Manager who is qualified to perform all tasks assigned to supervised inspectors. If the Engineer requests the Inspection Manger personally attend a prefabrication conference or on-site meeting, or perform sophisticated inspection services, the Inspection Manager will be billed at the

overtime rate for a CWI & UT II (Shop) plus per diem and/or mileage, based on location and duration.

6. For ongoing projects, shop inspectors will be reimbursed for per diem or daily mileage and travel time from/to their home address, whichever is less. This allows per diem and mileage to be charged only for travel days at the beginning and end of a particular project, for intermittent inspection, or for prolonged periods of inactivity at a shop. Per diem will be paid through weekends and shop holidays if it is less than estimated charges for the inspector to travel home and return to the shop.
7. Field (construction site) QA Inspectors will be reimbursed for per diem, and daily mileage/travel time for up to 40 miles or travel time to/from their home to the field site work, whichever is less.

SECTION II - CONDUCT OF INSPECTORS

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

SECTION III - SHOP INSPECTION

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

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

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

1. General surface inspection as material is processed and exposed to view, noting imperfections. View cut edge of plates for indications of internal defects.
2. Observe thermal cutting and computer numerically controlled (CNC) equipment to determine if it appears to be performing properly.
3. Check the mill identification, sizes of sections and thickness of plates, verifying that approved materials are used, with special attention to the use and location of Fracture Critical Material.
4. Determine that dies and punches are in acceptable condition, of correct size, and used within the limits set by the contract, the manufacturer or industry practice as appropriate.
5. Check that reamed holes are cylindrical, that burrs are removed and no drilling debris remains between shop contact surfaces.
6. Periodically monitor the installation and tightening of high strength bolts to insure that the selected tightening procedure is properly used. Each day that bolts are to be installed in

slip critical connections, rotational capacity tests shall be performed and inspection wrenches shall be calibrated in a device indicating bolt tension prior to testing.

7. Bolted splice plates shall be properly fitted and secured prior to reaming or drilling. Parts assembled for drilling or reaming holes to full size shall be aligned and secured after verifying proper hole spacing and edge distances.
8. Techniques used in assembling beams, girders, trusses, rigid frames or arches shall not damage members, and the desired geometry (camber, horizontal curvature, etc.) shall be verified before reaming, unless otherwise approved by the Engineer.
9. Field bolted splices and other reamed assembled (RA) or drilled assembled (DA) elements shall be plainly match-marked, and the match-marking diagrams shall be checked. Erection (piece and match) marks shall be made with low or mini-stress dies in areas of members and splice plates specified on the shop drawings.
10. Check pins, bushings and pin holes for size, location and surface finish. Obtain certification of pin and bushing material and any required heat treatment process.
11. All finished members shall be free of general or localized twists, bends, kinks or other distortions exceeding contract tolerances.
12. All loose pieces are to be bolted or otherwise secured for shipment, and small parts properly cushioned and boxed or otherwise secured against loss and damage in transit.
13. Check for “lefts” or “rights” and number of parts.
14. Surfaces to be shop coated shall be properly cleaned and surface profile verified prior to application. Priming must be done within 24 hours of cleaning and prior to any surface rusting.
15. ILDOT-approved batches of paint are to be applied in accord with the contract and manufacturer’s product data sheet. Verify paint batch approval by the DEPARTMENT. Monitor mixing of components, humidity, metal and air temperature and application patterns.
16. All thermal cutting shall be mechanically guided. No hand-held thermal cutting of final edges shall be allowed without the approval of the DEPARTMENT, and re-entrant cuts must be finished in accord with contract requirements.
17. Verify QC measurements for center to center of bearings, camber and sweep. Make random checks of stiffener and lateral bracing locations as well as their hole layouts. If errors are found, require more complete dimension checks by QC to define extent of the problem.
18. Check workmanship (dimensionality, straightness, finish, etc.) in accordance with requirements of applicable specifications.
19. Check that splice plates and fills are properly positioned before drilling or reaming. No metal fragments or foreign material other than paint shall remain between shop bolted components.
20. Mill test reports should be obtained from the contractor’s QC or the DEPARTMENT and correlated with the primary member material used in the structure. A material assignment sheet may be obtained from QC or developed by the QA Inspector. Mill reports or independent lab tests must verify satisfactory toughness testing for “CVN”, “NTR” or Fracture Critical material. The material grade (e.g.: Gr. 36, 50, 50W) must comply with the shop drawings. All steel material shall be certified on the mill report to be domestically produced (“Melted and Manufactured in the USA” or similar).
21. Report significant fabrication deficiencies (e.g.: requiring substantial removal and replacement of welds or paint, mislocated holes, misaligned members) on the daily log, including their cause and correction. Proposals to correct errors potentially affecting the adequacy of the member shall be submitted by the QC or Engineer to the DEPARTMENT prior to repairs. Attachment and removal of temporary fabrication or handling must employ DEPARTMENT approved methods.

22. Any erection devices shown on the approved shop drawings warrant the same inspection required for permanent material, but mill test reports and evidence of domestic origin are not required for temporary items not purchased by the DEPARTMENT.

SECTION IV - WELDING

Prior to Welding:

1. The QA Inspector shall verify the current qualifications of each welder for process(es) and position(s) used on the project. Welder qualification shall be performed in accord with the applicable AWS code (D1.1, D1.2 or D1.5), and the QA Inspector may witness alignment of the test plates, the welding preparation of the coupons, and/or tests performed in the fabricator's shop. (In the absence of test facilities in the shop, the fabricator shall forward the properly identified coupons to a testing laboratory acceptable to the Department). Also, discuss with quality control the traceability of each welder's work, noting that no permanent indications (die stamps, welded figures) shall be allowed on finished work.
2. Ensure weld procedures are ILDOT approved and understood by the welders, welding foremen and quality control.
3. Prior to fitting welded joints, examine the condition of the material, especially for defects or contamination in the joint area.
4. Check fit-up of joints that are to be welded, including root face, angle of bevel, the alignment of the parts, and the uniformity of root opening.
5. When applicable, ensure run-on/run-off tabs are of adequate length, shape, material type and size to allow full weld throat the entire length of the joint.
6. Check surfaces to be welded for cleanliness, with mill scale and rust removed to the extent required, and absence of moisture, lubricants or other foreign material detrimental to welding.
7. Visually inspect tack welds for integrity and defects. Observe preheat prior to tacking where required. They are to be as small as practical. No temporary welds are allowed on any flange or web solely for positioning or restraint. Tack welds on flanges and webs must be incorporated in the final weld.
8. Review weld joints shown on the shop drawings for potential conditions which may require weld sequencing or heating parameters not specified on the approved weld procedure, and notify QC and the DEPARTMENT of such situations.
9. Review shop report forms utilized for nondestructive testing and discuss any concerns with Quality Control.
10. Discuss the condition and calibration of welding equipment with Quality Control. Verify gauges (amperage, temperature, wire feed speed, voltage, etc.) are periodically checked for accuracy and adjusted or replaced if necessary, and that calibration equipment is periodically certified and properly utilized.

During Welding:

1. Ensure the correct weld consumables are utilized, are in satisfactory condition and are stored properly to prevent damage. Bridge welding requires low-hydrogen processes, so consumables must be reconditioned or replaced after exposure, as provided by the specifications.
2. Periodically observe the technique and performance of welders to ensure procedures and techniques conform to the contract. For fracture critical joints, plan for sequential inspection of multiple-pass welds. Arrange with the QC for the foreman to notify the QA Inspector when such work will be performed.

3. Ensure welding is done in accordance with the approved procedures, periodically verifying that the current, amperage, voltage, travel speed, preheat and interpass temperatures are within tolerances.
4. Ensure welds start in the area where weld is to be deposited. Tack welds shall be located and sized (after grinding) to be completely incorporated in the production weld. Cracked tack welds shall be removed before welding over their location.
5. On subsequent passes for flange and web butt joints, observe if the split layer technique is properly used where required.
6. Verify that the root and intermediate passes are cleaned and deficiencies corrected before succeeding weld passes. Wire brushing, grinding or chipping may be used to remove slag between weld passes, but no unspecified peening or distorting ("caulking") of weld metal shall be permitted without the specific approval of the DEPARTMENT.
7. After butt welds have cooled, if the parts joined are not in alignment corrections shall be made prior to assembly of member. Minor misalignment may be corrected by the controlled application of heat and/or pressure. If misalignment is significant, corrective work shall be done using QC-proposed methods approved by the Engineer.
8. If welds are to be ground smooth and flush, final finishing should be parallel to the direction of the main stress in a member. All welds shall terminate in a satisfactory manner.

<u>After Welding</u>:

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

SECTION V - RADIOGRAPHY AND RADIOGRAPHIC INSPECTION

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

SECTION VI - MAGNETIC PARTICLE INSPECTION

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

SECTION VII - ULTRASONIC INSPECTION

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

SECTION VIII - SHOP CLEANING AND PAINTING

1. QA Inspectors shall carefully review the ILDOT Standard Specifications and Contract Special Provisions covering the shop cleaning and painting of structural steel and verify that requirements are met. In case of disagreements on interpretation or acceptance between the QA and QC Inspectors, the Engineer will provide guidance.
2. Structural steel shall not be shop cleaned or painted until its fabrication has been accepted by QC: this in not mandatory but represents good practice, and the QA Inspector shall mandate recleaning and/or repainting if deficient areas are coated. Blast cleaned surfaces shall have proper profile and cleanliness. Thermal cut edges shall be ground before blasting to achieve the required profile. Primer must be applied within 24 hours and before any rust is visible.
3. The shop coat(s) shall be inspected for proper mixing, application, dry film thickness of individual or multiple coats, proper curing of preceding coats, and uniform coverage. Unless otherwise provided for small batches, the inspector shall have an approved test report identification issued by the Department for the batch of paint used. If not, the fabricator Contractor must submit samples taken from the batch (with the QA Inspector witnessing) to the DEPARTMENT'S Bureau of Materials and Physical Research for testing prior to painting. Paint must be applied when the temperature and humidity are within acceptable limits and during the manufacturer's prescribed pot life. Paint may only be thinned in accord with the manufacturer's guidelines.

4. Special attention shall be given to shop installed bolts. Cleaning, profile, subsequent primer coverage and adhesion shall be carefully monitored. For mechanically galvanized bolts installed before blasting, some galvanizing may remain after cleaning, as long as primer adhesion is not impaired. For black ASTM A490 bolts in painted areas, if blasting does not produce adequate profile due to the hard surface, exposed bolt surfaces must be cleaned and spot primed with a suitably adherent coating before priming the adjacent steel.
5. After shop painting, care shall be taken in the handling, storage and shipping of material to avoid damage or contamination (oil, etc.) of the surface. All damage noted shall be repaired in accord with Contract requirements and the paint manufacturers' guidelines prior to shipment.
6. Verify gauges (dry film thickness, profile, temperature, humidity, etc.) are routinely calibrated and that calibration equipment is recertified as necessary.

15. <u>Job No. BI-37-005-18, Various Engineering Services for Structure Projects Statewide, Bureau of Bridges and Structures.</u>

This project requires **10% DBE** participation, or if the contract goal is not met, documented evidence of good faith efforts.

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

The Consultant who is selected for this project and all subconsultants the prime Consultant will be using are scheduled to attend an initial meeting on **May 09, 2018** at **1:30 P.M.** at the Central Bureau of Bridges and Structures in **Springfield.**

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

The Consultant may be required to act as a Project Manager (PM) for various engineering services. The Consultant may be assigned to manage the review and preparation of various IDOT phase II projects. The Consultant will be expected to perform work similar to an IDOT Project Manager & staff, and report to a Bureau of Bridges and Structures Group Leader, Unit Chief, or Section Chief. The work may include engineering, management, public coordination, administrative services, and other work as necessary to ensure assigned projects are brought to completion in accordance with established schedules.

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

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

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

The estimated engineering fee for this project is $1,500,000. The completion date for this contract will be 60 months after authorization to proceed.

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

- Person who will assume the duties of Project Manager for all aspects of the work: (must be an Illinois Licensed Professional Engineer and an Illinois Licensed Structural Engineer).

- Person(s) who will perform the duties of the Project Engineer, defined as the individual-in-charge who is directly involved in phase II work: (must be an Illinois Licensed Structural Engineer). In addition, the staff performing this work must be identified.

- Person who will perform the work in the area of structural plan preparation and will seal the plans as required (must be an Illinois Licensed Structural Engineer). In addition, the staff performing this work must be identified.

- Person who will perform the work in the area of NBIS and Element Level inspections and training must be an NBIS qualified Team Leader and an Illinois Licensed Professional Engineer or Illinois Licensed Structural Engineer. In addition, the staff performing this work must be identified.

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

The prime firm must be prequalified in the **Structures (Highway: Advanced Typical)** category to be considered for this project.

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

16. Job No. BI-37-004-18, Various Phase I/II Engineering for Structure Projects Statewide, (Major River Bridge Inspection), Bureau of Bridges and Structures.

This project requires **10% DBE** participation, or if the contract goal is not met, documented evidence of good faith efforts.

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

The Consultant who is selected for this project and all subconsultants the prime Consultant will be using are scheduled to attend and initial meeting on **May 09, 2018** at **10:30 A.M.** at the Central Bureau of Bridges and Structures in Springfield.

Primary projects are anticipated to include NBIS and Element Level Inspections of major river bridges, and possible training. Limited projects will include Damage Inspections and Load Rating Inspections. The Consultant may be required to provide appropriate bridge inspection equipment to complete NBIS and Element Level Inspections, Damage Inspections, Load Rating Inspections, and Field investigations. The Consultant may also be required to provide the appropriate traffic control. Anticipated projects may also include plan preparation for the repair, rehabilitation, or replacement of structures, load capacity rating of existing and/or new structures, drafting services and possible field investigations. Work Orders under a blanket agreement will be negotiated and authorized by the department on an as needed basis. All work for this project may be in either English or metric units.

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

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

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

The estimated engineering fee for this project is $2,000,000. The completion date for this contract will be 60 months after authorization to proceed.

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

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

- Person who will perform the duties of the Project Engineer, defined as the individual-in-charge who is directly involved in the development of the contract documents: (must be an Illinois Licensed Professional Engineer and/or an Illinois Licensed Structural Engineer).

- Person who will perform the work in the area of structural plan preparation and will seal the plans as required (must be an Illinois Licensed Structural Engineer). In addition, the staff performing this work must be identified.

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

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

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

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

ILLINOIS DEPARTMENT OF NATURAL RESOURCES
OFFICE OF WATER RESOURCES
Springfield

One Natural Resources Way Springfield, IL 62702- 1271

REQUEST FOR PROFESSIONAL SERVICES
February 1, 2018

This is the official notice that professional services are required by the Illinois Department of Natural Resources (IDNR), Office of Water Resources, Division of Capital Programs. The Statements of Interest for these projects are due **before noon, 12:00 p.m**. on **February 22, 2018.** IDNR anticipates selection sometime in late March.

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. Ted Montrey. Office of Water Resources in the Illinois Department of Natural Resources at (217) 782-4439 or e-mail at ted.montrey@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.

17. Job No. OWR-345, Development of Plans, Specifications, Cost Estimates, and Operations and Maintenance Manuals for the Rehabilitation of Edgar Lakes Pump Station, Randolph County, Illinois

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

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

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 **March 27, 2018** at **1:00 P.M.** at the IDNR Headquarters in **Springfield**.

Engineering services are required for the development of plans, specifications, cost estimates and for the operations and maintenance manual(s) for the rehabilitation of the Edgar Lakes Pump Station in Roots, IL

The Edgar lakes pump station was built in 1975. The design incorporated the existing twin 66" corrugated metal gravity discharge pipes installed by the Corps of Engineers in 1949. The pump house includes one Peerless 1 stage, 10 cfs, vertical turbine pump and three Peerless 1 stage, 50 cfs, vertical turbine pumps. Currently the pumps cannot be run in automatic mode, the 10 cfs pump is inoperable, and the pumps are obsolete. The current rating of the pump station by the Army Corps of Engineers (ACOE) is minimally acceptable to unacceptable.

Power costs have escalated over the years due to increases in the demand rate.

The Edgar Lakes pump station protects a 4.8 square mile watershed, which is comprised of 68 percent of farmland with the remainder being wooded areas and a small number of homes.

Work is expected to be completed in two phases:

Phase 1 work is anticipated to consist of producing a pump station condition/hydraulic report by conducting an inspection, including a camera inspection of the gravity discharge pipes, reviewing the As Built Plans, investigating power alternatives and performing a hydraulic analysis to determine recommendations for the rehabilitation of the pump station to make it more efficient, less costly and easier to operate, in addition to bringing it up to an acceptable ACOE rating.

Phase 2 work is expected to consist of preparing plans, specifications, cost estimates, and operation and maintenance manual(s) if required for the rehabilitation of the Edgar Lakes pump station.

The Consultants Statement of Interest will be rated based on:

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

Project Specific Criteria: Knowledge and experience in pump stations design, electrical work, mechanical work, hydraulics, cost estimating, plan and specification development and operation and maintenance report writing	30

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

Key personnel listed for this project must include:

- The person who will assume the duties of Project Manager for all aspects of the work documents (must be an Illinois Licensed Professional Engineer).
- The person who will perform the duties of Project Engineer, that individual in charge who is directly involved in the development of the contract documents (must be an Illinois Licensed Professional Engineer).
- The person who will perform/supervise the work in the area of hydraulic calculations and preparation of the Pump Station Condition/Hydraulic Report (must be an Illinois Licensed Professional Engineer).
- The person who will perform the work in the area of structure plan preparation (must be an Illinois Licensed Structural Engineer). In addition, the staff performing this work must be identified.
- The person who will perform the work in the area of mechanical design and plan preparation (must be an Illinois Licensed Professional Engineer).
- The person who will perform the work in the area of electrical design and plan preparation (must be an Illinois Licensed Professional Engineer).
- The person(s) who will perform the QC/QA review work of all milestone submittals (must be an Illinois Licensed Professional Engineer for non-structural work and an Illinois Licensed Structural Engineer for structural work with adequate plan review experience).

Statements of Interest must also provide the approach the firm would take on this project beginning with a description of a project management approach that would effectively interface the work of the Consultant with the work of OWR staff to develop plans, specifications, cost estimates, and operation and maintenance manuals for the rehabilitation of Edgar Lakes Pump Station.

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

Location/Design Studies (Rehabilitation)

Hydraulic Reports (Pump Station)

Special Studies (Pump Station)

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

18. Job No. OWR-344, Development of Programmable Logic Controller (PLC) Code and Plans, Specifications, Cost Estimates, and Operations and Maintenance Manuals for the Operation and Rehabilitation of the Sinnissippi Dam, Whiteside County, Illinois

This project requires **18% DBE** participation, or if the contract goal is not met, documented evidence of good faith efforts.

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

The Consultant who is selected for this project and all subconsultants the prime Consultant will be using are scheduled to attend an initial meeting on **March 26, 2018** at **1:00 P.M.** at the IDNR Headquarters in **Springfield**.

Engineering Services are required for the Development of Programmable Logic Controller (PLC) code for improvement of the Operation of the Sinnissippi Dam.

The first phase of work is expected to consist of providing a PLC code for the operation of the Sinnissippi Dam gates for a complete range of discharges from low flows to extreme flood flows and for both winter and non-winter operational seasons. The development of code to incorporate multiple inputs such as water surface elevations downstream and upstream of the dam, water surface elevations upstream of the pool created by the dam and the status of hydropower generation such that the pool elevation upstream of the gates remains constant until the capacity of the gates is exceeded will be required. The hardware selected will be required to function within and with the current machinery used to move the gates, store at least 6 months of all data used by the PLC code in the determination of gate settings and will be required to be capable of off-site interrogation. The consultant will also develop an estimate of the cost of the hardware, develop an estimate of the cost of implementation of the hardware and PLC code, develop full documentation of the PLC code and hardware, and develop a plan for testing/verification of the PLC code and hardware.

The second phase, if required, will consist of the development of contract documents for the installation of the PLC code and hardware determined in Phase 1. The consultant will be expected to supervise the installation of software and hardware at Sinnissippi Dam by a contractor and will perform the testing/verification developed in the first phase.

Engineering services are also required for the development of plans, specifications, cost estimates and Operations and Maintenance Manual(s) for the rehabilitation of the Obermeyer Gate System at Sinnissippi Dam

The Obermeyer gate system is comprised of three 48-foot long and four 96-foot long pneumatically operated hinge-leaf gates. Movements of the gates are accomplished by either inflating or deflating air bladders on the downstream side of the gate. These bladders are 16-feet long each, resulting in a 96-foot long bay having 6 bladders that would operate simultaneously. Over the last seven years, at least one bladder per year has failed and had to be repaired. The Obermeyer gate system is comprised of a number of fabricated components that are reaching the end of their life span. Rehabilitation of the system is required.

Phase 1 work is anticipated to consist of conducting an inspection, including an underwater inspection of the Obermeyer gate system and inspection of the stop log system as well as review of the As Built Plans, to determine what items will need to be rehabilitated and/or come

up with alternatives to the Obermeyer bladders. The stop log system is leaking and the dam apron is showing signs of deterioration and both will need to be considered for rehabilitation.

Phase 2 work is expected to consist of preparing plans, specifications, cost estimates and operation and maintenance manual(s) if required for the rehabilitation of the Obermeyer gate system.

The Consultants Statement of Interest will be rated based on:

Rating Description	Weighted %
Past performance in project categories	10
Proposed staffing from Prime and any Subconsultants	10
Proximity of firm to project location	5
Available work capacity of firm	10
The firm's experience with required project work	20
Firm's understanding/method of accomplishing project requirements	15
Project Specific Criteria: knowledge and experience with Programmable Logic Controller (PLC) coding and design and implementation of PLC controlled gate systems, hydraulic engineering, mechanical design, electrical design and structural design of gates, mechanical design/operation of compressors and other pneumatic devices, design, implementation and documentation of remote operation systems, cost estimating, plan and specification development and operation and maintenance report writing	30

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

Key personnel listed for this project must include:

Staff of for the Development of Programmable Logic Controller (PLC) code for Operation of Sinnissippi Dam:

- The person who will assume the duties of Project Manager for all aspects of the work documents (must be an Illinois Licensed Professional Engineer).
- The person who will perform the duties of Project Engineer, that individual in charge who is directly involved in the development of the contract documents (must be an Illinois Licensed Professional Engineer).
- The person who will perform/supervise the work in the area of hydraulic calculations (must be an Illinois Licensed Professional Engineer).
- The person who will perform the work in the area of electrical design and PLC selection.
- The person who will perform the work in the area of PLC code development.
- The person(s) who will perform the QC/QA review work of all milestone submittals (must be an Illinois Licensed Professional Engineer).

Staff for the Development of Plans, Specifications, Cost Estimates and Operations and Maintenance Manual(s) for the Rehabilitation of the Obermeyer Gate System at the Sinnissippi Dam:

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

- The person who will perform the duties of Project Engineer, that individual in charge who is directly involved in the development of the contract documents (must be an Illinois Licensed Professional Engineer).
- The person who will perform/supervise the work in the area of hydraulic calculations and preparation of Hydraulic Reports (must be an Illinois Licensed Professional Engineer).
- The person who will perform the work in the area of structure plan preparation (must be an Illinois Licensed Structural Engineer). In addition, the staff performing this work must be identified.
- The person(s) who will perform the QC/QA review work of all milestone submittals (must be an Illinois Licensed Professional Engineer for non-structural work and an Illinois Licensed Structural Engineer for structural work with adequate plan review experience).

Statements of Interest must also provide the approach the firm would take on this project beginning with a description of a project management approach that would effectively interface the work of the Consultant with the work of OWR staff to develop a Programmable Logic Controller (PLC) Code and plans, specifications, cost estimates, and operation and maintenance manuals for the operation and rehabilitation of Sinnissippi Dam.

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

Location/Design Studies (Rehabilitation)

Hydraulic Reports (Waterway/Typical)

Special Services (Electrical)

Special Services (Mechanical)

Special Studies (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).

Illinois Department of Transportation

STTP S-33 Soils Field Testing and Inspection Course

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

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

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

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

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

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

There is no fee for this class at this time.

Schedule: Each class is three days. The first day starts at 1:00pm and ends at 4:30pm. The second day starts at 8:15am and lasts until 4:30pm. The third and final day starts at 8:15am and ends around noon. The 2017-18 training schedule is listed below:

Class Dates/Location:

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

- Dec 12 – 14
- Jan 17 – 19
- Feb 20 – 22
- Mar 27 – 29

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

- Nov 28 – 30

IDOT District Four: **6th Floor Training Room**
401 Main Street
Peoria, Illinois 61602

- Mar 20 – 22

IDOT District Five: **Conference Rooms #1 & 2**
13473 Illinois Hwy 133
Paris, Illinois 61944

- Mar 6 – 8

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

- Feb 6 – 8

NOTICE
Compensation

Effective 08-03-17

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

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

Cost Plus Fixed Fee (CPFF) method of compensation

CPFF formula:

Compensation = DL+DC+OH+FF

Where Fixed Fee (FF):

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

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

For Sub-Consultants
(0.33 + R)DL

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

Where:

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

<u>Escalation Rate:</u>

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

Notice
Consultant Invoicing
11-17-16

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

Listed below are possible causes for payment delay:

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

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

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

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

NOTICE

Statements of Interest Rating Criteria in Advertisement

November 10, 2016

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

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

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

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

NOTICE
Overhead Rates

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

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

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

NOTICE

IDOT Prequalification Letter (5-5-16)

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

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

SEFC Applications

Start New SEFC | Amend Last SEFC

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

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

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

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

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

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

The IDOT prequalification approval letters:

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

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

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

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

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

NOTICE

List of Prequalified Consultant Firms

May 05, 2016

IDOT provides a listing of prequalified consulting firms on the website; http://www.idot.illinois.gov/doing-business/procurements/engineering-architectural-professional-services/index

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

Information has been added to the website to help clarify:

Prequalification

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

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

Firms are encouraged to monitor their prequalification status in EPAS.

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

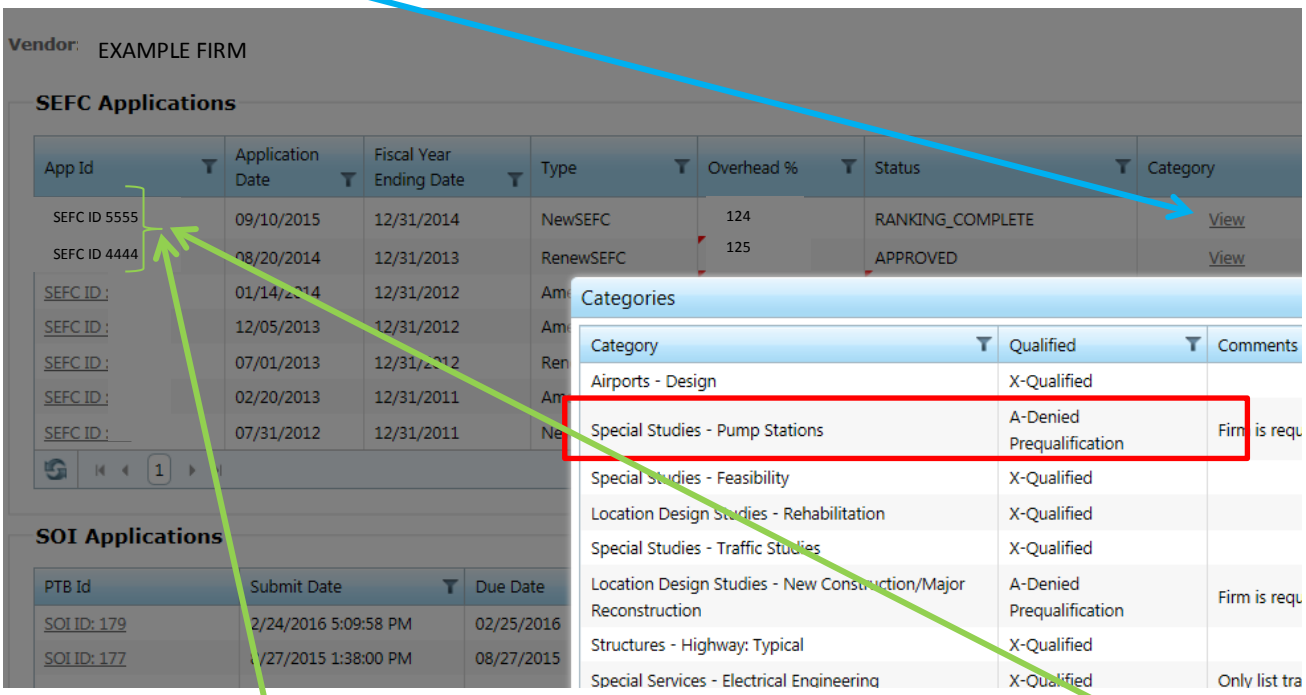
Vendor Search Results / Details

Vendor: |

SEFC Applications

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

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



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

Categories

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

Information on website:

EXAMPLE FIRM

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

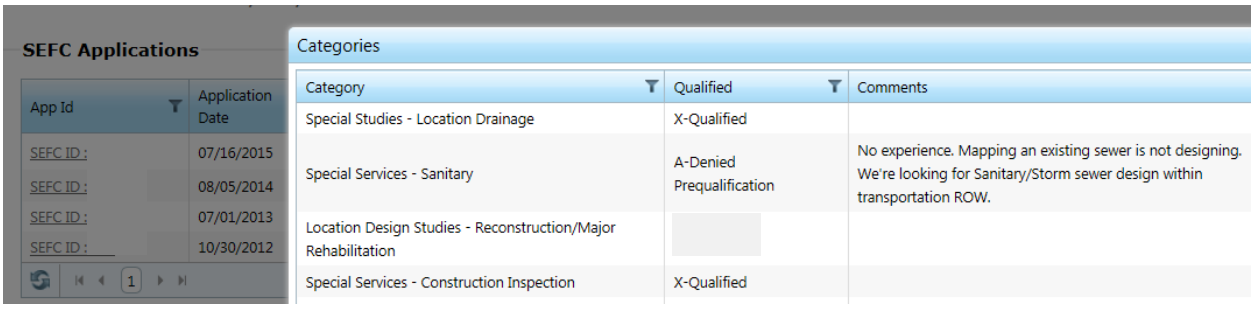
If the firm's status is Ranking Process, the prequalification category reviews have not been completed.

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

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

The firm is not prequalified in Sanitary.

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



SEFC Applications

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

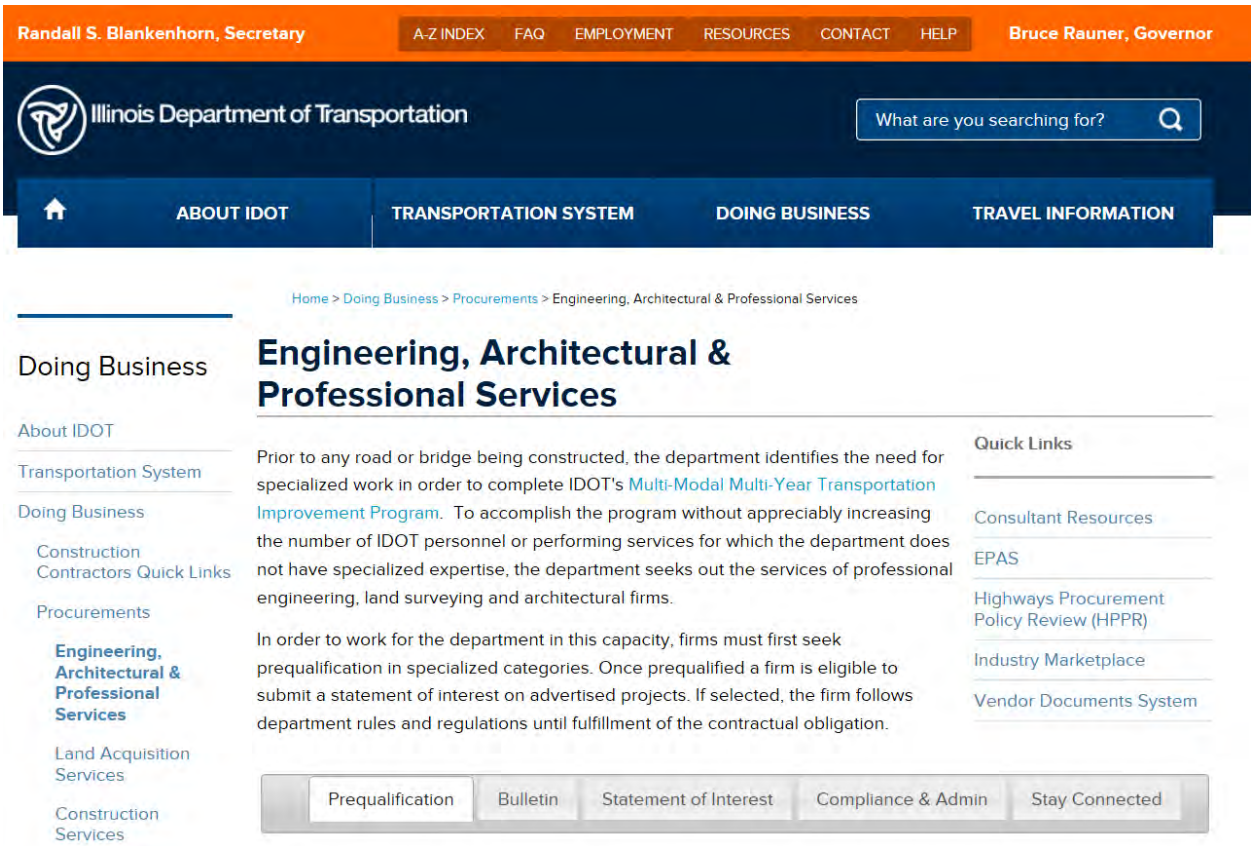
Categories

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

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

Navigating the web-site for Engineering Consultant Firms

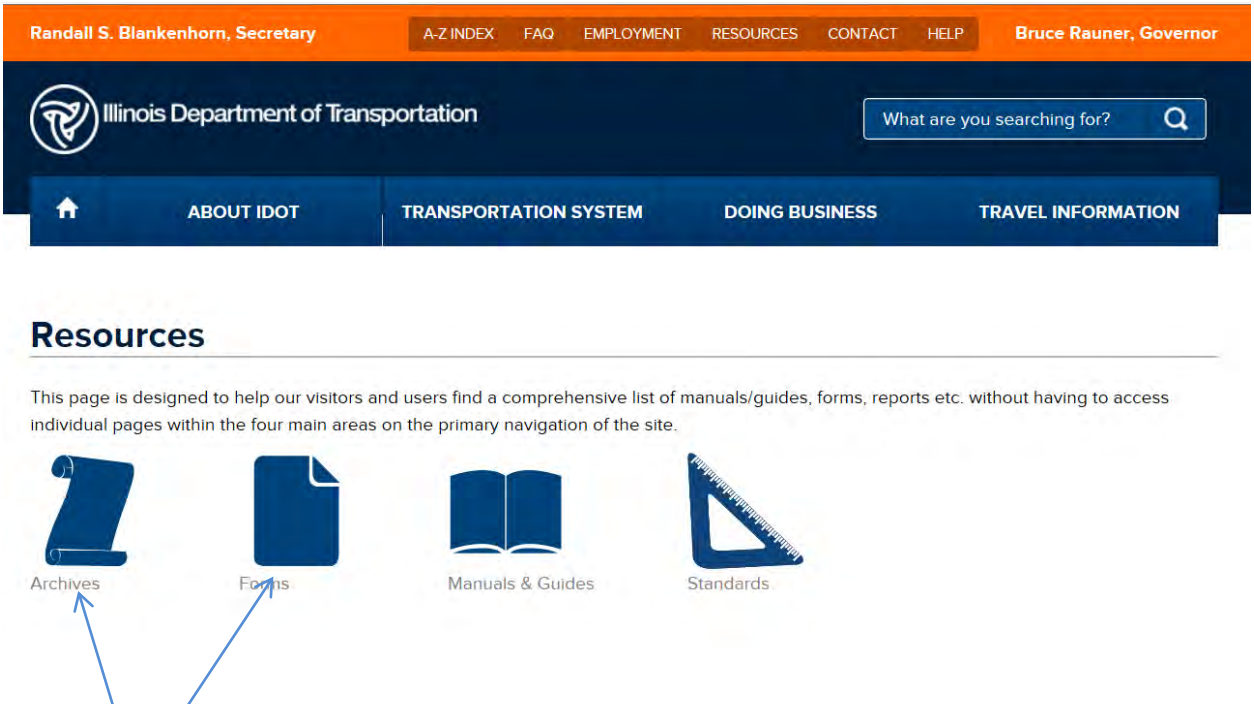
This gives a quick overview of the website and locations of data typically used by Consultant Engineering firms. Most information is located under the Doing Business, Procurements, Engineering, Architectural & Professional Services: http://www.idot.illinois.gov/doing-business/procurements/engineering-architectural-professional-services/index



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

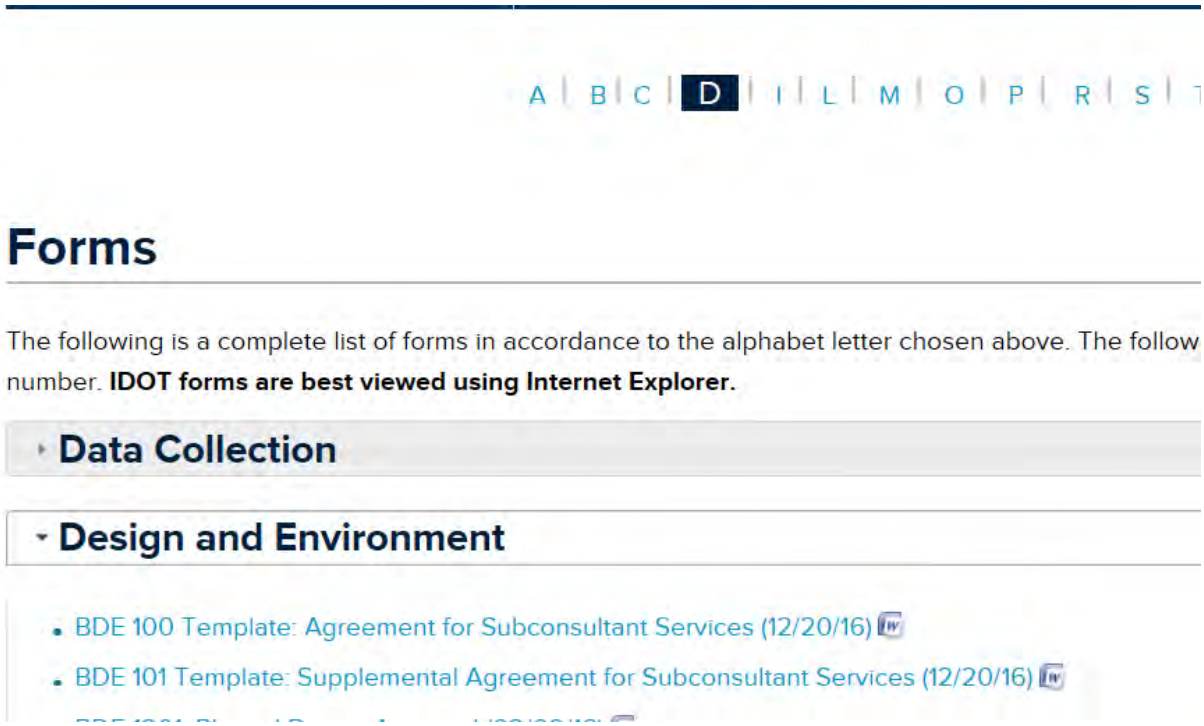
- Prequalification has a description of all prequalification categories, a current listing of all prequalified firms & the EPAS instruction manual for completing the SEFC & SOI.
- Bulletin has the most current PTB displayed and schedule for upcoming PTB's.
- Statement of Interest tab has the required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

The resources page is also very useful. http://www.idot.illinois.gov/home/resources/resources



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

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



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

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

Located at: 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.

NOTICE

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

USDOT 1050.2A
APPENDIX E

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

Pertinent Non-Discrimination Authorities;

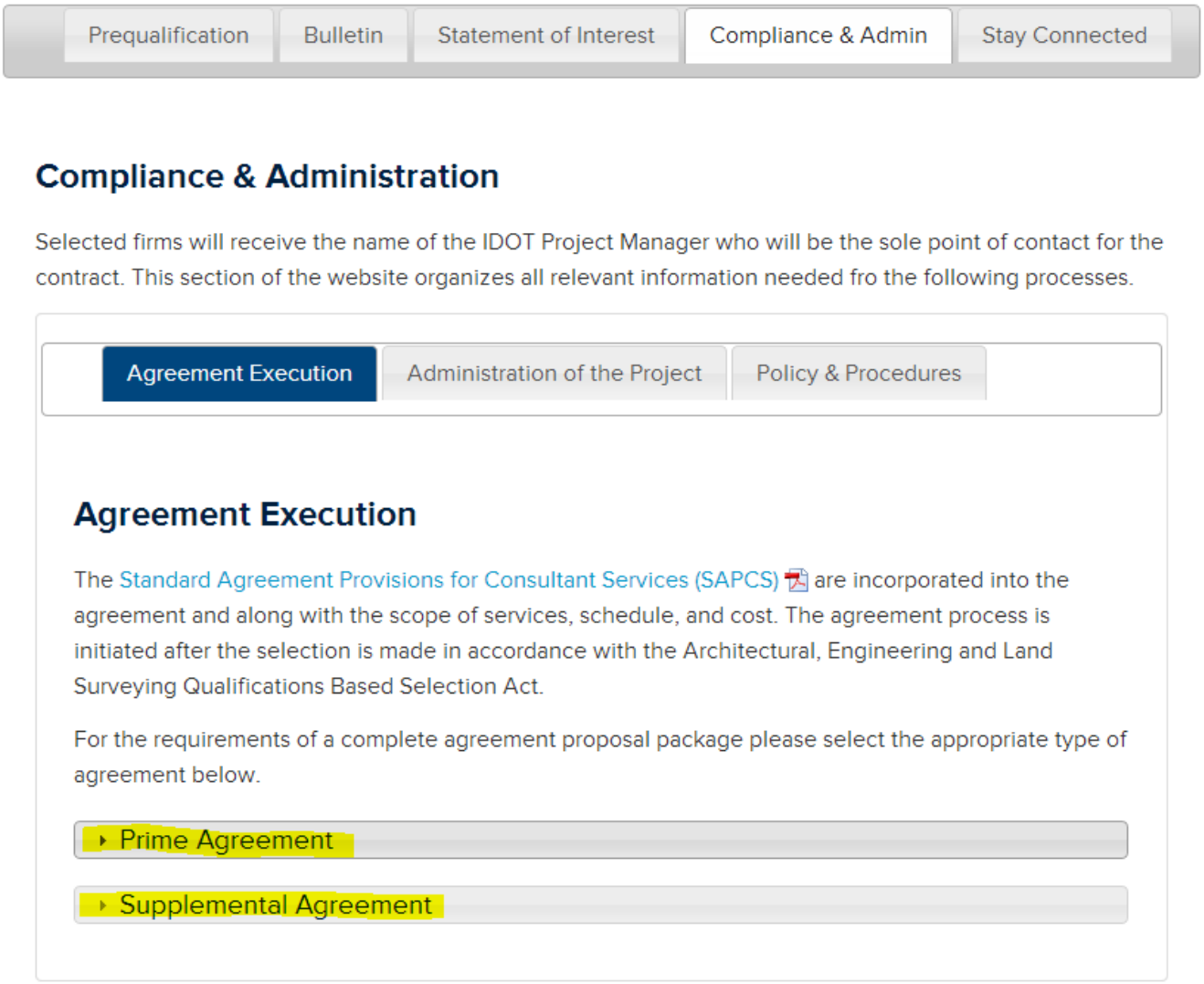
- Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d *et seq.,* 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin); and 49 CFR Part 21.
- The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, (42U.S.C. §460 I), (prohibits unfair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

Notice

Reminder for Payroll Rate Sumbittal

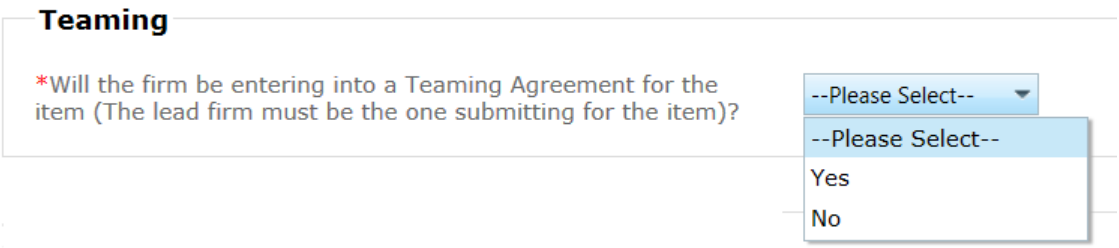
To avoid delays and expedite the agreement process it is critical to use the latest forms. Go to the IDOT website and use the latest form for updating the firms Payroll Rates. **Do Not use existing forms**. Escalation Template Revised 1/24/14.

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



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

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



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

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

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

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

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

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

Review the EPAS Instruction Manual for details on submitting Statements of Interest through Teaming: http://www.idot.illinois.gov/Assets/uploads/files/Doing-Business/Manuals-Guides-&-Handbooks/Highways/Design-and-Environment/EPAS%20Instructions%20Manual.pdf

Notice for Mentor-Protege:

Available on the internet:

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

See : 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

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.

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.

Justan Mann P.E.
Acting Deputy Director

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/Consultants-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 the Office of Business and Workforce Diversity. (217) 782-5490

“Special Notice Regarding Disadvantaged Business Enterprises”

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

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

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

1. Notification to the prime consultant that the Agreement will not be signed until the percentage of DBE participation is met.

2. The Agreement will be signed with the understanding that payments to the prime consultant will be reduced by an amount determined by multiplying the total Agreement fee by the designated percent and subtracting the dollar value of DBE subcontracts.

3. Contract negotiations will be terminated.

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

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

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

Following selection, all proposal packages submitted to the Illinois Department of Transportation (IDOT) must contain the firm's IDHR number and the expiration date. The Department is required by law to require this number from all parties contracting with the State of Illinois. If your firm currently does not have an IDHR number the application form may be obtained from the 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
Documentation of Contract Quantities Class

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

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

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

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

NOTICE OF TRAINING OPPORTUNITY
Updated 9-23-14

LAKELAND COLLEGE TRAINING COURSES

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

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

Internet Homepage: **http://www.lakeland.cc.il.us/as/idt/index.cfm**

NATIONAL HIGHWAY INSTITUTE (NHI) COURSES

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

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

NATIONAL TRANSIT INSTITUTE (NTI) COURSES

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

http://www.ntionline.com

ILLINOIS CENTER FOR TRANSPORTATION

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

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

For questions about registration and cancellations contact:

Trachia Wilson

Email: tstolz@illinois.edu

Phone: 217-300-3197.