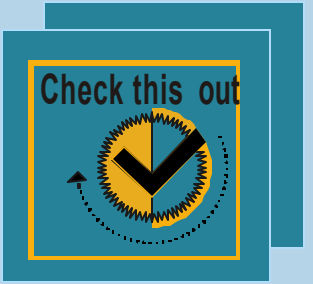
# Professional Transportation Bulletin

**PTB 152**

**May 7, 2009**
**Revised May 14, 2009**

**Statements of Interest are due before 12:00 p.m.**
**on May 28, 2009**
**Selection Date: July 29, 2009**




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

# IMPORTANT NOTICE PROFESSIONAL TRANSPORTATION BULLETIN REVISIONS

**Selection Date: July 29, 2009**

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: May 14, 2009

The selection date for PTB 152 has been moved to July 29, 2009.

For firm's that are selected please contact the applicable District or Bureau for the revised initial/negotiation meeting times.

STATEMENTS OF INTEREST ARE DUE ON MAY 28, 2009, by 12:00 P.M.

# State Of Illinois
# Notice For Contact Information

Department Of Transportation
2300 South Dirksen Parkway
Springfield, Illinois 62764

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

## Professional Transportation Bulletin

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

Questions concerning this Bulletin should be directed to:

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

Or mailing address:

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

# Tentative Schedule
# For
# Professional
# Transportation Bulletins

| ACTIVITY | PTB 153 | PTB 154 | PTB 155 | PTB 156 | PTB 157 | PTB 158 | PTB 159 |
|---|---|---|---|---|---|---|---|
| **PUBLISH PTB** | **08/06/09** | **11/12/09** | **02/04/10** | **05/06/10** | **08/05/10** | **11/10/10** | **02/03/11** |
| ***STATEMENTS OF INTEREST ARE DUE | **08/27/09** | **12/03/09** | **02/25/10** | **05/27/10** | **08/26/10** | **12/02/10** | **02/24/11** |
| **SELECTION MEETING** | **10/21/09** | **01/27/10** | **04/21/10** | **07/21/10** | **10/20/10** | **01/26/11** | **04/20/11** |

***** STATEMENTS OF INTEREST FOR PTB 152 MAY BE SUBMITTED BETWEEN:**
**Publish Date & 05-28-09 (12:00 P.M. NOON)**

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

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

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

We encourage the review of the FREQUENTLY ASKED QUESTIONS, located in the NEW NOTICES

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

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

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

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

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

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

  (Example: ABC Engineering, PTB 147, Items 4, 12, & 22) If there will be more than one e-mail please note as follows: e-mail 1 of __ the total number to be sent.)

- The first line of your e-mail should indicate your Firm Name, PTB & Items Number(s) on which your firm is submitting.

  (Example: ABC Engineering has submittals for PTB 147, Items 4, 12 and 22.)

- The second line should list the name, phone number, and e-mail of the person to contact should there be any questions regarding the submittal.

- Each attachment must be labeled as indicated below:

  1. For each Item on which you are submitting use your 2-6 character Firm Name Code, immediately followed by the 2-digit Item Number (i.e., 01 through 99). (Example: ABC04.pdf)

  2. For your firm's Current Obligation Form, use your 2-6 character Firm Name Code, followed by WL. (Example: ABCWL.pdf)

  3. For your firm's Disclosure Forms, use your 2-6 character Firm Name Code, followed by DS. (Example: ABCDS.pdf)

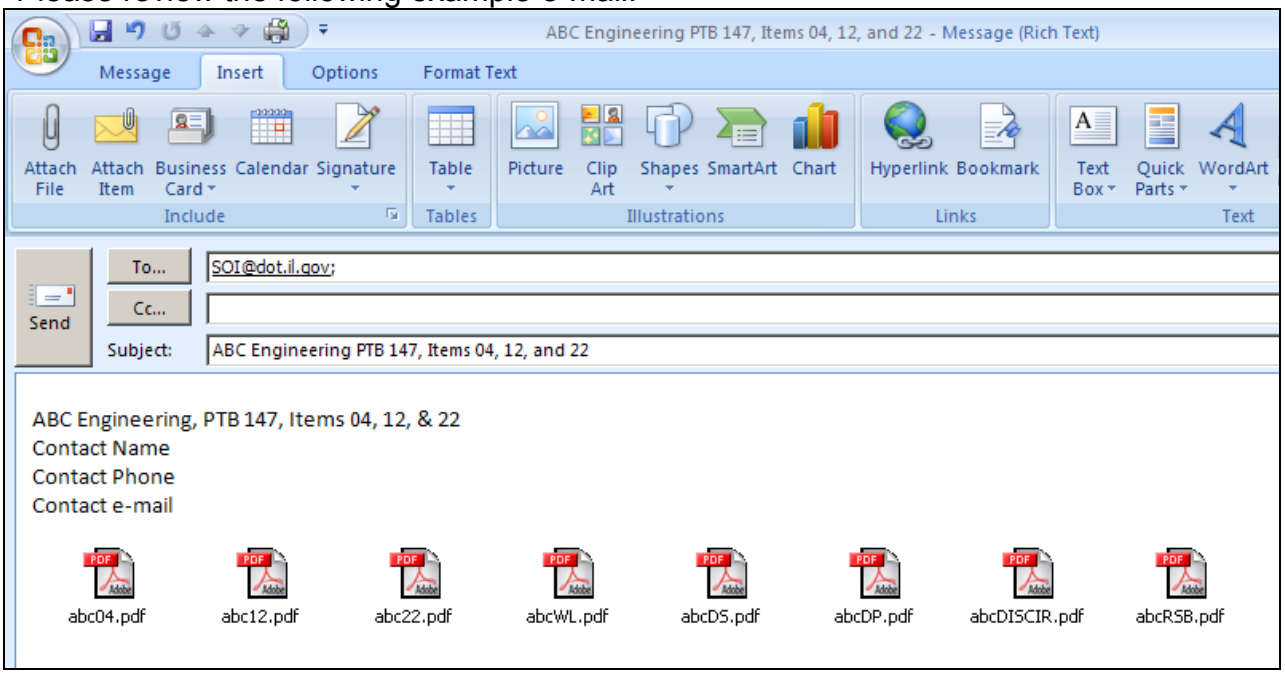
# E-mail Instructions for Completing Statements of Interest for Electronic Submittal

4. For your firm's Delinquent Debt Payment Certification, use your 2-6 character Firm Name Code, followed by DP.
   (Example: ABCDP.pdf)

5. For your firm's Disclosure of Business Operations in Iran, use your 2-6 character Firm Code, followed by DISCIR.
   (Example: ABCDISCIR.pdf)

6. For your firms Registration with State Board of Elections, use your 2 to 6 character Firm Code, followed by RSB. (Example: ABCRSB.pdf)

Please review the following example e-mail:




Detail Descriptions of Attachments for electronic submittal:

- ABC04, ABC12, and ABC22 are the Statements of Interest for the submitted Items and must include Exhibit A. Following Exhibit A, include resumes of the key management personnel and project staff listed in Exhibit A. If Exhibit B is required, include next, followed by resumes of individuals listed on page 2 of Exhibit B.

- ABCWL is the Current Obligation Form. Requirement: Only Prime submits one copy of the Current Obligation Form. Instructions shown on page one should not be sent.

- ABCDS is the Disclosure Forms. Requirement: Only Prime submits one copy of the Disclosure Form. Disclosure file would consist of Form A and Form B or the Form for Offerors That Have Previously Submitted Form A and Form B. The instructions should not be sent.

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

- ABCDP is the Delinquent Debt Compliance Statement. Requirement: Prime and any known subconsultants the prime will be using are required to submit this form. The forms should be converted to pdf and submitted as one pdf document, not multiple files.

- ABCDISCIR is the Disclosure of Business Operations in Iran. Requirement: Only Prime submits one copy of the form.

- ABCRSB is the Registration with State Board of Elections. Requirement: Only Prime submits one copy of the form. The form should contain the time-stamped certificate of registration if the consultant has registered.

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

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

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

- Exhibit A = BDE XHBT-A
- Exhibit B = BDE XHBT-B
- Current Obligations = BDE CUR-OB
- Disclosure Forms (A, B, and Offerors previously submitted) = DISC 2 (consultant)
- Delinquent Debt (Consultants) = BDE 3000
- Disclosure of Business In Iran= BDE 2900
- Registration with State Board of Elections = BDE 2800

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

# NOTICE

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

## Consultant Services

Bridge CADD Standards / Downloads
CADD Roadway Drafting Reference Guidelines
CADD Standards/Downloads
CADD Roadway and Structure Project Deliverables Policy ***NEW***
Consultant Forms
Consultant Prequalification
Facility Cost of Capital Rates
Federal Mileage Reimbursement Rates (for existing contracts with CONUS) ***NEW***
Consultants Professional Transportation Bulletins
Negotiation Information for Current Bulletin
Professional Transportation Bulletin Schedule
Standard Agreement Provisions for Consultants
State Mileage Reimbursement Rates
Uniform Audit and Accounting Guide

Link for negotiation information

- **Region 1**
  - **Diane O'Keefe**
    - **District One**
      - **Items 1 - 18**

- **Region 2**
  - **George Ryan**
    - **District 2**
      - **Item 19**
    - **District 3**
      - **Items 20-21**

- **Region 3**
  - **Joseph Crowe**
    - **District 4**
      - **Items 22 - 23**
    - **District 5**
      - **Item 24**

- **Region 4**
  - **Roger Driskell,**
    - **District 6**
      - **Items 25 – 27**
    - **District 7**
      - **Item 28**

- **Region 5**
  - **Mary Lamie**
    - **District 8**
      - **Item 29 – 32**
    - **District 9**
      - **Item 33**

- **Bureau Of Bridges & Structures**
  - **Ralph Anderson**
    - **Item 34**

- **Bureau Of Construction**
  - **William Frey**
    - **Item 35**

# NOTICE
## ALLOWABLE DIRECT COSTS CHECK SHEET (BDE 436)

**Effective February 1, 2009**
**Revised May 7, 2009**

Once selected each proposal package submittal shall include BDE 436 Direct Cost Check Sheet. Form is located at http://www.dot.il.gov/desenv/deform.html. The Check sheet lists all allowable direct costs with the associated maximum allowable rate. Any required additional backup data for each item is also referenced. The costs are allowable when it is customary for the firm to bill for the cost and it can be itemized in the firm's billing and accounting systems. This check sheet will then be incorporated into the contract. Costs not listed in the contract will not be eligible for reimbursement.

# NOTICE

# Required Registration with State Board of Elections

# Effective 02-05-09

# Revised 04-30-09

All Professional Transportation Bulletins require the BDE 2800 form, Registration with State Board of Elections. To be considered for selection, the form, “Registration with State Board of Elections” must be included as part of the Statements of Interest for each Professional Transportation Bulletin submittal. One copy by the Prime per Professional Transportation Bulletin is required.

| | |
|---|---|
| **BDE 2800** | **Registration with State Board of Elections** |

All of the required forms for PTB submittal are available at the IDOT website:
http://www.dot.il.gov/desenv/deform.html

# ***FREQUENTLY ASKED QUESTIONS***

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

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

2. **Question:** When do I submit my electronic Statement of Interest?

   **Answer:** Anytime between publish date and the 12:00 p.m. date listed on the front cover. If it is not received by 12:00 p.m. on the due date it will not be considered, that includes partial submittals. If your firm is sending multiple e-mails and part is received at 11:59 a.m. and the other at 12:01 p.m. the e-mail received at 12:01 will not be considered.

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

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

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

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

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

   **Answer:** There are two options

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

   OR

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

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

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

**Question** 5 continued:

Also, in every advertisement it states:

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

6. **Question:** In the advertisements it sometimes states:
The person who will perform/supervise the work in the area of drainage calculations and preparation of the Drainage Report (must be an Illinois Licensed Professional Engineer). Location Drainage prequalification category requirement may be completed by Sub and/or Prime)
The person who will be in charge of route surveys (must be an Illinois Licensed Professional Engineer or an Illinois Licensed Surveyor). Route Surveys prequalification category requirement may be completed by Sub and/or Prime)
The person who will perform/supervise the work in the area of geotechnical analysis and the preparation of the Structure Geotechnical Report (must be an Illinois Licensed Professional Engineer). Geotechnical Services, Structure Reports Geotechnical (SGR) prequalification category requirement may be completed by Sub and/or Prime.

How do we address this in our submittal?

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

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

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

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

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

# ***FREQUENTLY ASKED QUESTIONS***

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

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

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

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

10. **Question:** The guidelines say no more than 2 pages for firm's interest in performing the work. The advertisement requests additional data such as:
    - Statements of Interest must also include the proposed Quality Assurance/Quality Control (QA/QC) plan for the project design, including calculations and check-set plans and specifications as deliverables.

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

    Can we go over the 2 page limit?

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

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

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

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

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

**Question** 12 continued:

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

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

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

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

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

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

# Introduction

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

**PROFESSIONAL TRANSPORTATION BULLETIN #152**
**Publish Date May 7, 2009**

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

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

This is not an invitation for bids. Firms properly prequalified for any of the projects listed herein may indicate their desire to be considered for selection by submitting a Statement of Interest for the project to the SOIPTB@dot.il.gov e-mail address.

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

**STATEMENTS MUST BE RECEIVED BY THE BUREAU OF DESIGN AND ENVIRONMENT AT THE ABOVE ADDRESS AND IF APPLICABLE, THE APPROPRIATE DISTRICT ENGINEER OR BUREAU CHIEF PRIOR TO 12:00 P.M. LOCAL TIME, May 28, 2009. STATEMENTS RECEIVED AFTER THIS TIME WILL NOT BE CONSIDERED**.

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

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

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

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

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

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

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

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

# Guidelines for Submitting Statements of Interest (SOI)

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

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

1) A cover sheet, clearly identifying the PTB Number, Item Number, Firm Name, and IDHR number (if available, see recurring notices). No additional information is required on the cover.

2) A brief statement of the firm's interest in performing the work. (Should not be longer than 2 pages)

3) A Table of Contents with page numbers, identifying the approach, exhibits, resumes, etc.

4) Color graphics/photographs should be limited in the submittal because the size limitation on incoming e-mail is 2 MB. Photo's etc. can create a large file so use at your discretion.

5) Complete Exhibit A as follows:
   a) 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)
   b) QC/QA personnel must be different individuals than the staffing, which prepared the documents.
   c) Attach resumes of all personnel listed in a) above. Individual resumes should not exceed two pages and must be relevant to the expertise required for the specific project.
   d) Designate the estimated time required to complete the project using the personnel presented. A completion date and/or number of months to complete the project should also be provided.
   d) Identify proposed subconsultants and item(s) of work they will perform. If a DBE Goal is in the advertisement list the DBE subconsultant(s) and work the firm will be performing. All Subconsultants must be prequalified in the area of work they will be performing.

6) Projects involving Location Design Studies (Reconstruction/Major Rehabilitation and New Construction/Major Reconstruction) and all Environmental Reports (Environmental Assessment and Environmental Impact Statements) require completion of **Exhibit B**.

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

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

# Guidelines for Submitting Statements of Interest (SOI)

9) The Instructions for completing the Current Obligation documents immediately precede the Current Obligation forms. The Current Obligation Forms should be a separate document from the SOI. Only one copy for each prime, sent to the Central Bureau of Design and Environment, is required.

10) Instructions for completing **Forms A** and **B** are included on pages 1and 2 immediately preceding **Forms A** and **B**. Disclosure Forms should be a separate document from the SOI. A cover should be provided with a statement similar to the following: *"The **Form A** disclosures (or Certification Statement) and the **Form B** disclosures are being submitted for PTB # ____, Item(s): ____."* Only one copy for each prime, sent to the Central Bureau of Design and Environment, is required. In addition, **Form B** should not include IDOT projects, since this information is already included in the **Current Obligations**.

11) The Delinquent Debt Certification is separate document. Only one document, for prime and subconsultants, with all pertinent data is required. Instructions are included at the bottom of the Delinquent Debt document.

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

13) The Registration with State Board of Elections is a separate document. Only one document for each prime is required. If the Consultant has or is required to register as a business entity with the State Board of Elections, the Registration Form is required to be a part of the document.

14) Exhibit A, Exhibit B, the Current Obligations Form, Disclosure Forms, Delinquent Debt Certification, and Disclosure of Business Operations in Iran are available as word documents on our web site: http://www.dot.il.gov/desenv/deform.html The Political Contribution Notification document will be included before publication of PTB 152.

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

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

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

**Region 1**
Ms. Diane O'Keefe
**District 1**
201 West Center Court
Schaumburg, IL 60196

# Guidelines for Submitting Statements of Interest (SOI)

**Regional Engineers Continued:**

**Region 2**

Mr. George Ryan
**District 2**
819 Depot Avenue
Dixon, IL 61021

Mr. George Ryan
**District 3**
700 East Norris Drive
P.O. Box 697
Ottawa, IL 61350

**Region 3**

Mr. Joseph Crowe
**District 4**
401 Main Street
Peoria, IL 61602

Mr. Joseph Crowe
**District 5**
Route 133 West
P.O. Box 610
Paris, IL 61944

**Region 4**

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

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

**Region 5**

Ms. Mary Lamie
**District 8**
1102 Eastport Plaza Drive
Collinsville, IL 62234

Ms. Mary Lamie
**District 9**
State Transportation Building
P.O. Box 100
Carbondale, IL 62903

# PROFESSIONAL TRANSPORTATION BULLETIN

# REQUIRED FORMS FOR STATEMENT OF INTEREST SUBMITTAL

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

Forms appear on the page as follows:

| | | |
|---|---|---|
| BDE 2800 | Registration with State Board of Elections | |
| BDE 2900 | Disclosure of Business Operations in Iran | |
| BDE 3000 | Delinquent Debt Certification (Consultant) | |
| BDE CUR-OB | Consultant's Current Obligations for Statements of Interest. | 10/01/08 |
| BDE XHBT-A | Consultant Exhibits A | 11/06 |
| BDE XHBT-B | Consultant Exhibits B | 4/1/08 |
| DISC 2<br>(Consultants) | Disclosure Forms for Consultant Offers Instructions<br>Form A, Financial Information & Potential Conflict of Interest<br>Form B, Other Contract & Procurement Related Information Disclosure | 11/07 |

# TABLE OF CONTENTS
# PTB 152


| Item # | County | Description |
|---|---|---|
| **Region 1/District 1** | | |
| 1. | Cook | Phase III services for US 12/20/45 (Mannheim Rd.) at Franklin Ave. & Soo Line Railroad |
| 2. | Cook | Phase III services for Southwest Highway at B&O Railroad and Stony Creek |
| 3. | Various | Phase III services for various projects |
| 4. | Will | Phase I/II services for I-80 from Grundy County Line to US 30 |
| 5. | Kane | Phase II services for US 20 at McLean Boulevard Interchange |
| 6. | Various | Phase II services for various projects |
| 7. | Various | Phase II services for various projects and/or plan review services |
| 8. | Will | Phase II services for removal and replacement of IL 171 structure over Long Run Creek. |
| 9. | Cook | Phase II services for removal and replacement of structure at Cottage Grove Ave. over I-94 |
| 10. | Cook | Phase II services for removal and replacement of structure on IL 68 over Wheeling Drainage Ditch |
| 11. | Cook | Phase II services for removal and replacement of structure at Lake St. over Addison Creek. |
| 12. | Various | Various Land Survey Projects. |
| 13. | Various | Phase I services for Project Manager for Traffic Studies. |
| 14. | Various | Project Manager for Various Phase I services. |
| 15. | Various | Phase I services for various projects and/or Project Manager services |
| 16. | Various | Phase I services for various projects and/or Project Manager services |
| 17. | Various | Phase I services for various projects and/or Project Manager services |
| 18. | Various | Phase I services for various drainage/hydraulic reports and projects. |
| **Region 2/District 2** | | |
| 19. | Henry/Rock Island | Phase I/II for I-80 Structure Removal and Replacement and Roadway Improvements |

| Item # | County | Description |
|---|---|---|
| **Region 2/District 3** | | |
| 20. | Various | Quality Assurance Testing for Prestress/Precast Producers & various other QA Services. |
| 21. | Various | Phase III services for Various Projects |
| **Region 3/District 4** | | |
| 22. | Tazewell | Phase II services for reconstruction of I-74/I-155 interchange located west of Morton. |
| 23. | Various | Bridge deck delamination surveys for various structures. |
| **Region 3/District 5** | | |
| 24. | Various | Phase III services for Various Projects |
| **Region 4/District 6** | | |
| 25. | Various | Various surveys for various projects |
| 26. | Various | Phase I and/or II services for various projects |
| 27. | Various | Phase I and/or II services for various geotechnical projects |
| **Region 4/District 7** | | |
| 28. | Various | Phase I and/or II services for various projects |
| **Region 5/District 8** | | |
| 29. | Various | Various Land Surveying Projects |
| 30. | Various | Various surveys for various projects |
| 31. | Various | Various surveys for various projects |
| 32. | Various | Phase I and/or II work for various utility coordination. |
| **Region 5/District 9** | | |
| 33. | Various | Various surveys for various projects |
| **Bureau Bridges & Structures** | | |
| 34. | Various | Phase I/II Statewide Structural Engineering Services |
| **Bureau Construction** | | |
| 35. | Various | Various Phase III services with an Emphasis on Independent Weight Checks |

1. **Job No. C-91-639-09, US 12/20/45 (Mannheim Rd.) at Franklin Ave. & Soo Line Railroad, Phase III Project, Cook County, Region One/District One.**

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

**This project requires 20% DBE participation.**

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

The Consultant who is selected for this project and all subconsultants the prime Consultant will be using are scheduled to attend an initial meeting on **July 29, 2009** at **9:00 A.M.** at the Region One/District One Office in **Schaumburg.**

Phase III engineering services are required for the improvement of US 12/20/45 (Mannheim Rd.) at Franklin Ave. & Soo Line Railroad. Work is anticipated to include a deck and superstructure replacement. The proposed bridge cross section will accommodate occasional bicycle usage, and consists of three (3) through lanes in each direction (two 12ft. inside lanes and one 15ft. outside lane) separated by a 4 ft. concrete barrier median, with 7ft. sidewalk on both sides of the roadway. The project also includes combination concrete curb and gutter, pavement patching, proposed 10" PCC pavement, closed drainage system. Also, a 4"conduit will be included for the entire length of the bridge for future lighting. All work for this project will be in English units.

The following structure is included in this project, S.N. 016-0335 (Franklin Ave. over the Soo Line Railroad)

The department will furnish the Consultant with Plans and Specifications.

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

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 from the same plan is prohibited. At the negotiation meeting, the prime consultant and subconsultant(s) will disclose all current relationships with Contractors.

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

The anticipated construction completion date is June 30, 2011. The Consultant must complete and submit final measurements, calculations and final contract records documents to the department no later than six (6) weeks after the completion of the project.

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

- The Liaison Engineer (Illinois Licensed Professional Engineer is preferred).
- The Assistant Engineer. (RE Material Training Class is preferred).
- 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 IDOT class S-14, Documentation of Contract Quantities**)
- The Materials Coordinator (The person shall have a Level II HMA and PCC training and IDOT the Geotechnical Field Testing and Inspection, STTP-S33 class)
- The Materials QA Technician.
- Materials Laboratory (QA Complete 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 at the following address: SOIPTB@dot.il.gov.

**2. <u>Job No. C-91-640-09, Southwest Highway at B&O Railroad and Stony Creek, Phase III Project, Cook County, Region One/District One.</u>**

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

**This project requires 20% DBE participation.**

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

The Consultant who is selected for this project and all subconsultants the prime Consultant will be using are scheduled to attend an initial meeting on **July 29, 2009** at **10:00 A.M.** at the Region One/District One Office in **Schaumburg.**

Phase III engineering services are required for the improvement of Southwest Highway at B&O Railroad and Stony Creek. Work is expected to consist of the removal and replacement of the remaining 20 of the 25 spans of the existing structure and the proposed structure that carries Southwest Highway over the B&O Railroad, Stony Creek and Melvina Ditch. Work also includes raising the middle five spans to increase the bridge clearance over the B&O Railroad tracks. The project includes widening Southwest Highway as it approaches Ridgeland Ave., the reconstruction of the intersection, a closed drainage system, combination concrete curb and gutter, and traffic signal modernization. All work for this project will be in metric units.

The following structure is included in this project, S.N. 016-2771 (Southwest Highway over B&O Railroad, Stony Creek, and Melvina Ditch)

The department will furnish the Consultant with Plans and Specifications.

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

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 from the same plan is prohibited. At the negotiation meeting, the prime consultant and subconsultant(s) will disclose all current relationships with Contractors.

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 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 anticipated construction completion date is June 30, 2011. The Consultant must complete and submit final measurements, calculations and final contract records documents to the department no later than six (6) weeks after the completion of the project.

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

- The Liaison Engineer (Illinois Licensed Professional Engineer is preferred).
- The Assistant Engineer. (RE Materials Training Class is preferred).
- 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 IDOT class S-14, Documentation of Contract Quantities**)
- The Materials Coordinator The person shall have Level II HMA and PCC training and IDOT the Geotechnical Field Testing and Inspection, STTP-S33 class)
- The Materials QA Technician.
- Materials Laboratory (QA Complete 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 at the following address: SOIPTB@dot.il.gov.

3. **Job No. C-91-638-09, Various Phase III Projects, Various Routes, Various Counties, Region One/District One.**

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

**This project requires 20% DBE participation.**

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

The Consultant who is selected for this project and all subconsultants the prime Consultant will be using are scheduled to attend an initial meeting on **July 29, 2009** at **11:00 A.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. Two Assistant Resident Engineers and 4 to 6 engineers and /or engineering technicians are anticipated to be required during the 2009 & 2010 construction seasons. Typical assignments may include general construction inspection 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. This work may be in either English or Metric units.

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

The Consultants work includes but is not limited to providing staff, cell phones and vehicles for personnel use on construction sites and for traveling between projects. The duration of time spent at a single location would vary as a funtion of work assignment needs.

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 from the same plan is prohibited. At the negotiation meeting, the prime consultant and subconsultant(s) will disclose all current relationships with Contractors.

The personnel shall have a good working knowledge of Department Specifications for Road and Bridge Construction, the Department Construction Manual and documentation and in inspection procedures. The completion date for this contact will be 18 months after authorization to proceed.

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

- Project Manager
- Two Assistant Resident Engineers (The persons 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 IDOT class S-14, Documentation of Contract Quantities)**
- 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 at the following address: SOIPTB@dot.il.gov.

**4. <u>Job No. P-91-185-09, Phase I/II, I-80 from Grundy County Line to US 30, Will County, Region One/District One.</u>**

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

**This project requires 15% DBE participation.**

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

The Consultant who is selected for this project and all subconsultants the prime Consultant will be using are scheduled to attend an initial meeting on **July 29, 2009** at **9:00 A.M.** at the Region One, District One Office in **Schaumburg.**

Phase I/II engineering services are required to perform work associated with the improvement of I-80 from west of the Grundy County line to US 30, a distance of approximately 15 miles. The Phase I studies require consideration for the long range as well as interim improvement needs of I-80. Long range improvement are likely to include additional lanes (from two lanes to three lanes in each direction) while interim improvement needs will likely include rehabilitation of I-80. Phase II work will likely focus on any interim improvement needs of I-80. All work for this project will be in English units.

Phase I may include evaluating the geometrics for safety and capacity (existing as well as projected), preparing complete inspections and reports for the mainline and overhead bridges (including truss bridges), data collection, preparation of base maps and mosaics, supplemental ground survey, crash analysis, traffic counts and projections, traffic studies including Intersection and Interchange Design Studies, traffic management analysis, drainage studies, cost estimates, financial planning, and all other work necessary to complete Phase I. Public involvement will be achieved following the department's Context Sensitive Solutions (CSS) policy.

Phase II work may include roadway and interstate roadway rehabilitation plan preparation, structure work (including bridge rehabilitation and/or reconstruction), intersection improvements and geometric modifications, addition of lighting or lighting improvements, signing improvements, pavement markings, drainage improvements, surveillance items, geotechnical studies and any other work required to complete the project. It is possible there will be several stages of work and multiple construction contracts required to complete the project.

The department will make available to the Consultant aerial mapping, microfilm data, right-of-way information (as available), crash data, utility coordination and correspondence, archaeological, historical, biological, and special waste survey and coordination.

The estimated construction cost for a long range (add-lanes) type of improvement is estimated to be $800,000,000. The completion date for the Phase I will be 48 months after authorization to proceed. Phase II work will be negotiated during Phase I work. The Phase II work must be completed within 18 months after authorization to proceed with Phase II.

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

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

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

- The person who will perform 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). Location Drainage prequalification category requirement may be completed by Sub and/or Prime.

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

- The person who will perform/supervise the work in the area of geotechnical analysis and the preparation of the Structure Geotechnical Report (must be an Illinois Licensed Professional Engineer). General Geotechnical Services and Structure Geotechnical Reports (SGR) prequalification category requirements by be completed by Sub and/or Prime.

- The person who will be in charge/perform the Context Sensitive Solutions (CSS)

- 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 (Freeways)**
**Structures (Highway: Complex)**
**Environmental Assessment (EA)**
**Location/Design Studies (Reconstruction/Major Rehabilitation)**

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

**After all responses have been evaluated, firms may be asked to make oral presentations.**

5. **Job No. D-91-632-09, FAP 345 (US 20) at McLean Boulevard Interchange Project, Phase II, Kane County, Region One, District One.**

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

**This project requires 20% DBE participation.**

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

The Consultant who is selected for this project and all subconsultants the prime Consultant will be using are scheduled to attend an initial meeting on **July 30, 2009** at **10:30 A.M.** at the Region One, District One Office in **Schaumburg.**

Phase II engineering services are required for improvements to US 20 and McLean Boulevard interchange. The Consultant's work is expected to consist of preparing plans, specifications, and estimates for the reconstruction of the US 20 at McLean Interchange to a proposed single point urban interchange. The proposed improvement is expected to include reconstruction and reconfiguration of the interchange ramps, reconstruction and widening of McLean Blvd. to add auxiliary turn lanes, removal, and redirection of the Weld road connection to McLean Boulevard, and widening of Fleetwood Drive and Lillian Street to provide for additional turn lanes. It is anticipated US 20 bridge structure over McLean Blvd. will be removed and replaced to provide for increased horizontal clearance. The improvement may provide for new lighting system, traffic signal modernization with emergency vehicle signal pre-emption equipment, sidewalk reconstruction and other incidental work required to complete the project. All work for this project will be in English units.

The following structures are included in this project:

- S.N. 045-0002 & S.N. 045-0003 (Existing US 20 bridges)

The department will furnish the Consultant with project report, hydraulic report, location drainage study, pavement design, available microfilm plans, and any available data.

The estimated construction cost for this project is $55,000,000. The Consultant's work includes preparation of TSL plans, land surveys, and geotechnical engineering services. The completion date for this contract will be 24 months after authorization to proceed.

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

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

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

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

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

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

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

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

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

**Highways (Freeways)**
**Structures (Highway: Advanced Typical)**

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

**6. <u>Job No. D-91-641-09, Various Contract Plan Preparation – Various Counties, Region One, District One.</u>**

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

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

**This project requires 20% DBE participation.**

The Consultants who is selected for this project, and all subconsultants the Prime Consultant will be using, are scheduled to attend an initial meeting on **July 27, 2009** at **9:00 A.M.** at the Region One, District One Office in **Schaumburg.**

Phase II engineering services are required for the preparation of plans, specifications and cost estimates, for various contracts in Region One, District One. Work orders under a blanket agreement will be negotiated and authorized on an as needed basis. The plans will be prepared in English units.

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

The Consultant's work includes preparation of contract plans, specifications, and estimates. The Consultant will prepare roadway plans, TS&L plans, structure plans, geotechnical borings, investigation & analyses, supplemental surveys, drainage & utility investigation, detour route plan, and other related work to complete Phase II contract plan. 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 estimated construction cost for these contract projects may range from $250,000 to $2,500,000. The completion date for this contract will be 12 months after authorization to proceed. The agreement with the Consultant will include an option for renewal by the department for an additional 12 months.

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

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

- The person who will 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 and/or an Illinois Licensed Land Surveyor). Route Survey prequalification category requirement may be completed by Sub and/or Prime.

- 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:

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

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

7. **Job No. D-91-633-09, Various Phase II Plan Preparation, Plan Review and Surveying, Various Counties, Region One, District One.**

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

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

The Consultant who is selected for this project and all subconsultants the prime Consultant will be using are scheduled to attend an initial meeting on **July 28, 2009** at **10:00 AM** at the Region One, District One Office in **Schaumburg.**

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

This project includes contract plan preparation for various projects involving roadway and/or bridge improvements, preparation of miscellaneous plan and structure details, review of plans by Consultants and local agency Consultants for roadway and bridge reconstruction projects, obtaining pavement composition cores for resurfacing projects and providing supplemental field and bridge deck surveying for various projects.

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

The estimated construction cost of these projects may range from $200,000.00 to $2,000,000. The Consultant's work includes contract plan preparation, plan review, and route surveying for various projects. The completion date for this contract will be 12 months after authorization to proceed. The agreement with the Consultant will include an option for renewal by the department for an additional 12 months.

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

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

- The person who will 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 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)**
**Special Services (Route Surveys)**

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

**8. <u>Job No. D-91-584-09, FAP 577 Bridge Replacement and Approach Roadway Reconstruction of IL 171 (Archer Ave.) over Long Run Creek, , Will County, Region One, District One.</u>**

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

**This project requires 20% DBE participation.**

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

The Consultant who is selected for this project and all subconsultants the prime Consultant will be using are scheduled to attend an initial meeting on **July 29, 2009** at **1:00 P.M.** at the Region One, District One Office in **Schaumburg.**

Phase II engineering services are required for preparation of contract plans, specifications and cost estimates, including structure and roadway plans for the bridge replacement of the IL 171 bridge over Long Run Creek. The existing bridge is a 2-span, (26' – 10 ½") each, prestressed concrete box beam structure, 0 degrees skew, 58' long from back to back of abutment with a 4 ½" reinforced concrete overlay and a total of 10 – 11" deep x 52" wide beams. The proposed structure will be tentatively widened to approximately 55 feet with a potential length of approximately 100 feet. The final BCR will determine the preferred alternative for the structural design. The contract is anticipated to include one traffic signal modernization. The existing approach roadway typical section consists of one-lane roadway in each direction (12' lanes) with an 8' shoulder on each side. The proposed roadway typical cross section is anticipated to consist of a 3-lane cross section with the roadway profile raised by about 6 feet. The project will be staged constructed which may require temporary traffic signals and temporary lighting and the consultant will be responsible for the preparation of applicable permits. All work for this project will be in English units.

The following structure is included in this project, S.N. 099-0080 – IL 171 over Long Run Creek.

The department will furnish the Consultant with available microfilm plans, project report, hydraulic report, bridge condition report, and location drainage study.

The estimated construction cost for this project is $7,000,000. The Consultant's work includes preparation of contract plans, specifications, and cost estimates. This contract must be completed by December 31, 2010.

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

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

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

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

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

- The person who will 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 at the following address: SOIPTB@dot.il.gov.

**9. <u>Job No. D-91-179-09, FAI-94 at Cottage Grove Avenue, Phase II, Cook County, Region One, District One.</u>**

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

**This project requires 15% DBE participation.**

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

The Consultant who is selected for this project and all subconsultants the prime Consultant will be using are scheduled to attend an initial meeting on **July 28, 2009** at **1:00 P.M.** at the Region One, District One Office in **Schaumburg.**

Phase II engineering services are required for the preparation of contract plans, specifications and estimates for the improvement of Cottage Grove Avenue bridge over I-94. The proposed improvement is expected to be removal and replacement of the bridge superstructure. It is anticipated the substructures will have to be repaired and the approach slabs removed and replaced. The improvement may also provide for new bridge lighting. All work for this project will be in English units.

The following structure is included in this project S.N. 016-2119 existing (Cottage Grove Ave. over I-94)

The department will furnish the Consultant with the Project Report, Bridge Condition Report, available microfilm plans and other existing data available.

The estimated construction cost for this project is $5,700,000. The Consultant's work includes preparation of TSL, surveys and all other works required to complete the improvement of I-94 at Cottage Grove Avenue. The completion date for this contract will be 9 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 land surveys (must be an Illinois Licensed Land Surveyor). Land Survey prequalification category requirement may be completed by Sub and/or Prime.

- 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 at the following address: SOIPTB@dot.il.gov.

**10. <u>Job No. D-91-583-09, FAP 343 (IL 68) over Wheeling Drainage Ditch, Cook County, Region One, District One.</u>**

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

**This project requires 20% DBE participation.**

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

The Consultant who is selected for this project and all subconsultants the prime Consultant will be using are scheduled to attend an initial meeting on **July 29, 2009** at **9:00 A.M.** at the Region One, District One Office in **Schaumburg.**

Phase II engineering services are required for the preparation of contract plans, specifications and estimates, including structure and roadway plans, for the total bridge replacement of the IL 68 over Wheeling Drainage Ditch. The existing one span prestressed concrete box beam multi-girder bridge has a length of 39.5 feet back to back of abutments, 65 feet out to out of the deck. The existing roadway cross section consists of 2-10' lanes in each direction and a 10' two way left turn lane. The existing structure will be replaced with a three sided structure with a length of 39.5 feet back to back of abutments and a width of 85.5 feet out to out of the deck. The proposed structure will carry 2-12 foot wide lanes in each direction with a 12 foot two way left turn lane. A 10 foot bike path is proposed on the north side of the structure and an 8 foot wide sidewalk on the south side of the structure. The roadway profile will be raised approximately one foot to meet hydraulic requirements. The roadway will be reconstructed for approximately 950 feet in length. Stage construction is anticipated and is dependent on the structural condition of the beams. The plans will be prepared in English units.

The following structure is included in this project, S.N.016-0525 (old); S.N. 016-2302 (New), IL 68 over Wheeling Drainage Ditch.

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

The estimated construction cost for this project is $2,100,000. The Consultant's work includes preparation of contract plans, specifications, and estimates. The Consultant will prepare TS&L plans, structure plans, geotechnical borings, investigation & analyses, supplemental surveys, drainage & utility investigation, maintenance of traffic, and any other related work necessary to complete Phase II contract plan. The completion date for this contract will be 12 months after authorization to proceed.

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

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

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

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

- The person who will perform the QC/QA review work 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:

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

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

**11. <u>Job No. D-91-615-09, FAU 3537 (Lake St.), Phase II Engineering for the Replacement of the Lake Street triple box culvert over Addison Creek, Cook County, Region One, District One.</u>**

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

**This project requires 20% DBE participation.**

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

The Consultant who is selected for this project and all subconsultants the prime Consultant will be using are scheduled to attend an initial meeting on **July 30, 2009** at **8:00 A.M.** at the Region One, District One Office in **Schaumburg.**

Phase II engineering services are required for preparation of contract plans, specifications and cost estimates, including structure and roadway plans for the removal and replacement of the structure that carries Lake Street over Addison Creek. The existing triple box culvert has two outer cells (12'x5') and a center cell (12'x7'). The culvert carries two 12 foot lanes of traffic in each direction, and has a 12 foot painted median. The proposed triple box culvert will be relocated 5' east of its current location. The proposed work will also include raising the profile of Lake Street approximately 1'-1/4", providing 7'-0" wide sidewalks on either side of Lake St., and regrading driveways as needed. The Consultant will be responsible for the preparation of applicable permits. This project will be in English Units.

This project includes geotechnical investigation and analysis, supplemental surveys, drainage and utility investigations.

The following structure is included in this project, S.N. 016-2007, Lake St. over Addison Creek.

The department will furnish the Consultant with microfilm plans, Bridge Condition Report, Project Report, Hydraulic Report, and other necessary items.

The estimated construction cost for this project is $2,700,000. The Consultant's work includes preparation of contract plans, specifications, and estimates. The Consultant will prepare TS&L plans, structure plans, geotechnical borings, investigation and analysis, supplemental surveys, drainage and utilities investigation. This contract must be completed by June 30, 2011.

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

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

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

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

- The person who will perform 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 at the following address: SOIPTB@dot.il.gov.

**12. <u>Job No. D-91-510-09, Various Land Surveys, Various Routes, Various Counties, Region One/District One.</u>**

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

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

The Consultant who is selected for this project and all subconsultants the prime Consultant will be using are scheduled to attend an initial meeting on **July 28, 2009** at **9:30 A.M.** at the Region One/District One Office in **Schaumburg.**

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

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

The Consultant's work includes field and office resources to prepare statutory plats of highway, legal descriptions, and field staking of same. Some GIS and database work may also be required. A QA/QC plan to review internal work as well as assigned IDOT projects is required. The completion date for this contract will be 24 months after authorization to proceed.

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

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

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

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

**13. <u>Job No. P-91-642-09, Phase I Engineering Project Management for Various Traffic Studies, Various Routes, Various Counties, Region One/District One.</u>**

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

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

The Consultant who is selected for this project and all subconsultants the prime Consultant will be using are scheduled to attend an initial meeting on **Tuesday, July 28, 2009** at **9:30 A.M**. at the Region One/District One Office in **Schaumburg.**

A Project Management (PM) Consultant is required for traffic engineering services. The PM Consultant will be assigned to manage various IDOT traffic engineering studies, which may be under contract with other Consultant engineering firms. In addition, the PM will be expected to complete any studies work as needed in order to meet target deadlines. Work orders under the blanket agreement will be negotiated and authorized by the department on an as-needed basis. All work for this project will be in English units.

The 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 PM Consultant will be expected to perform work similar to an IDOT Traffic Studies Manager & staff and report to the Traffic Programs Section Chief. Key staff from the PM Consultant will be expected to perform work in the District offices a minimum of three days a week as required. This may include engineering, engineering management, public coordination, administrative services, and other work as necessary to ensure assigned projects are brought to completion in accordance with established schedules and budgets. Projects of varying complexity may be assigned to the PM Consultant.

The work anticipated for traffic engineering projects may include:

- Manage and review various traffic studies which are assigned and prepared under contract with other consultant engineering firms, including contract administration;
- Review and select candidate locations for possible inclusion in the Highway Safety Improvement Program (HSIP), including preparation of the annual submittal to the District and Statewide Safety Committees.
- Preparation of the annual response to 5% locations.
- Manage and track project-level costs, schedules, and benefit/cost ratios for HSIP projects in multi-year program cycle.
- Coordinate, validate, and monitor project scopes;
- Identify and implement all necessary coordination and communication within and outside the department; to IDOT and stakeholders as required;
- Hold regular progress meetings and briefings for IDOT including FHWA where details of project and progress are presented;
- Facilitate and expedite the resolution of technical issues, drawing upon necessary resources and experts in applicable disciplines;
- Facilitate the resolution of contractual issues, drawing upon necessary resources within IDOT;

- Review assigned site development permits and local agency studies as to conform to policies, practices & procedures, and preserving the integrity of the highway.
- All other work as necessary and required to manage traffic studies projects including the HSIP.

The department will provide applicable department policies and procedures to the PM Consultant.

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

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

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

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

- The person who will assume the duties of Traffic Engineer, that individual-in-charge of the day to day traffic studies work (must be an Illinois Licensed Professional Engineer).

- The person who will perform the QC/QA review work for all milestones submittals (must be an Illinois Licensed Professional Engineer).

Statements of Interest must also include a proposed organizational chart for the proposed PM Consultant team with the proposed percentage of time commitment, the approach the firm would take on this project, and a summary of the pertinent experience of the firm managing traffic engineering projects.

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

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

**14. <u>Job No. P-91-486-09, Phase I Studies Program Management for Various Projects, Various Routes, Various Counties, Region One, District One.</u>**

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

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

The Consultant who is selected for this project and all subconsultants the prime Consultant will be using are scheduled to attend an initial meeting on **July 24, 2009** at **9:00 A.M.** at the Region One, District One Office in **Schaumburg.**

A Program Management (PM) Consultant is required for Phase I engineering services. The Consultant will be expected to perform work similar to an IDOT Project Manager/Squad Leader & Staff, and report to the In-House Project Studies Unit Head. Consultant staff will be expected to perform work in the district offices a minimum of three days a week. The Consultant will be required to assist the district in reviewing, overseeing, tracking and prioritizing projects being performed by deparment personnel and other Consultants. The work may also include but would not be limited to data collection, preparation of base maps and mosaics, geometric studies, crash analyses, capacity analyses including intersection design studies, route as well as stream surveys, Categorical Exclusion Reports, bridge inspections and condition reports, drainage studies including Hydraulic Reports, cost estimates, public involvement, and all other related work necessary to complete various Phase I studies and tasks. Work orders under the blanket agreement will be negotiated and authorized by the department on an as-needed basis. All work for this project will be in English units.

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

The cumulative cost of construction of these projects is anticipated to be in excess of $100,000,000. The completion date for this contract will be 36 months after authorization to proceed. The agreement with the Consultant will include an option for renewal by the department for an additional 36 months.

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

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

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

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

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

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

**Location/Design Studies (Reconstruction/Major Rehabilitation)**
**Special Studies (Traffic)**
**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 at the following address: SOIPTB@dot.il.gov.

**15. <u>Job No. P-91-506-09, Phase I Studies for Various Projects, Various Routes, Various Counties, Region One, District One.</u>**

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

**This project requires 10% DBE participation.**

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

The Consultant who is selected for this project and all subconsultants the prime Consultant will be using are scheduled to attend an initial meeting on **July 28, 2009** at **1:00 P.M.** at the Region One, District One Office in **Schaumburg.**

Phase I engineering services are required for the preparation of preliminary engineering and environmental studies throughout District One. The scope of work may include but not be limited to new Phase I studies for intersections, small highway segments, bridges, and/or assisting the District in completing on-going Phase I studies and tasks. Work orders under the blanket agreement will be negotiated and authorized by the department on an as-needed basis. All work for this project will be in English units.

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

The Consultant will be expected to perform work similar to an IDOT Project Manager/Squad Leader & Staff, and report to the In-House Project Studies Unit Head. The Consultant's work may include data collection, preparation of base maps and mosaics, geometric studies, safety studies including accident analysis, capacity analysis including intersection design studies, route as well as stream surveys, Categorical Exclusion Reports, bridge inspections and condition reports, drainage studies including Hydraulic Reports, cost estimates, public involvement, and all other related work necessary to complete various Phase I studies and tasks. The Consultant will be expected to perform work in the district office as needed. The Consultant may also be required to assist the district in reviewing, overseeing, tracking and prioritizing projects being performed by IDOT personnel and other Consultants.

The 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 cumulative cost of construction of these projects is anticipated to be in excess of $20,000,000. The completion date for this contract will be 36 months after authorization to proceed. The agreement with the Consultant will include an option for renewal by the department for an additional 36 months.

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

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

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

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

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

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

**Location/Design Studies (Reconstruction/Major Rehabilitation)**
**Special Studies (Safety)**
**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 at the following address: SOIPTB@dot.il.gov.

**16. <u>Job No. P-91-505-09, Phase I Studies for Various Projects, Various Routes, Various Counties, Region One, District One.</u>**

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

**This project requires 10% DBE participation.**

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

The Consultant who is selected for this project and all subconsultants the prime Consultant will be using are scheduled to attend an initial meeting on **July 27, 2009** at **1:00 P.M.** at the Region One, District One Office in **Schaumburg.**

Phase I engineering services are required for the preparation of preliminary engineering and environmental studies throughout District One. The scope of work may include but not be limited to new Phase I studies for intersections, small highway segments, bridges, and/or assisting the District in completing on-going Phase I studies and tasks. Work orders under the blanket agreement will be negotiated and authorized by the department on an as-needed basis. All work for this project will be in English units.

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

The Consultant will be expected to perform work similar to an IDOT Project Manager/Squad Leader & Staff, and report to the In-House Project Studies Unit Head. The Consultant's work may include data collection, preparation of base maps and mosaics, geometric studies, safety studies including accident analysis, capacity analysis including intersection design studies, route as well as stream surveys, Categorical Exclusion Reports, bridge inspections and condition reports, drainage studies including Hydraulic Reports, cost estimates, public involvement, and all other related work necessary to complete various Phase I studies and tasks. The Consultant will be expected to perform work in the district office as needed. The Consultant may also be required to assist the district in reviewing, overseeing, tracking and prioritizing projects being performed by IDOT personnel and other consultants.

The 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 cumulative cost of construction of these projects is anticipated to be in excess of $20,000,000. The completion date for this contract will be 36 months after authorization to proceed. The agreement with the Consultant will include an option for renewal by the department an additional 36 months.

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

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

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

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

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

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

**Location/Design Studies (Reconstruction/Major Rehabilitation)**
**Special Studies (Safety)**
**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 at the following address: SOIPTB@dot.il.gov.

**17. <u>Job No. P-91-580-09, Phase I Studies for Various Projects, Various Counties, Region One, District One.</u>**

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

**This project requires 10% DBE participation.**

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

The Consultant who is selected for this project and all subconsultants the prime Consultant will be using are scheduled to attend an initial meeting on **July 27, 2009** at **1:00 P.M.** at the Region One, District One Office in **Schaumburg.**

Phase I engineering services are required for the preparation of various Phase I preliminary engineering and environmental studies throughout District One. The scope of work may include but not be limited to new Phase I studies for intersections, small highway segments, bridges, and/or assisting the District in completing on-going Phase I studies and tasks. Work may also include studies of roundabout alternatives for intersections. Work orders under the blanket agreement will be negotiated and authorized by the department on an as-needed basis. All work for this project will be in English units.

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

The Consultant will be expected to perform work similar to an IDOT Project Manager/Squad Leader & Staff, and report to the In-House Project Studies Unit Head. The Consultant's work may include data collection, preparation of base maps and mosaics, geometric studies, safety studies including accident analysis, capacity analysis including intersection design studies, route as well as stream surveys, Categorical Exclusion Reports, bridge inspections and condition reports, drainage studies including Hydraulic Reports, cost estimates, public involvement, and all other related work necessary to complete various Phase I studies and tasks. The Consultant will be expected to perform work in the district office as needed. The Consultant may also be required to assist the district in reviewing, overseeing, tracking and prioritizing projects being performed by IDOT personnel and other consultants.

The 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 cumulative cost of construction of these projects is anticipated to be in excess of $20,000,000. The completion date for this contract will be 36 months after authorization to proceed. The agreement with the Consultant will include an option for renewal by the department an additional 36 months.

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

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

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

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

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

Statements of Interest must also include experience in roundabout design.

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

**Location/Design Studies (Reconstruction/Major Rehabilitation)**
**Special Studies (Safety)**
**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 at the following address: SOIPTB@dot.il.gov.

**18. <u>Job No. P-91-591-09, Various Phase-I Engineering for Drainage Studies and Hydraulic Reports, Various Routes, Various Counties, Region One/District One.</u>**

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

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

The Consultant who is selected for this project and all subconsultants the prime Consultant will be using are scheduled to attend an initial meeting on **July 29, 2009** at **10:30 A.M.** at the Region One, District One Office in **Schaumburg.**

Phase I engineering services are required for preparing Drainage Studies and Hydraulic Reports throughout District One. Typically, the studies and reports will be completed in conjunction with Project Reports prepared by others. All documentation and the supporting computations are to be presented in the study/report format as appropriate. Preparation of Location Drainage Studies shall be in accordance with the District requirements. Work orders under the blanket agreement will be negotiated and authorized by the department on an as-needed basis. All work for this project will be in English units.

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

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

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

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

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

- The person who will perform/supervise the work in the area of drainage calculations and preparation of the Drainage Reports and Hydraulic Reports (must be an Illinois Licensed Professional Engineer with a minimum of five (5) years experience dealing with highway related drainage problems).

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

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

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

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

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

**19. Job No. P-92-143-05/D-92-143-05, FAI 80 (I-80), Phase I/II Engineering Services for Structure Removal and Replacement and/or Rehabilitation and Roadway Improvements, Henry and Rock Island Counties, Region Two/District Two.**

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

**This project requires 15% DBE participation.**

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

The Consultant who is selected for this project and all subconsultants the prime Consultant will be using are scheduled to attend a negotiation meeting on **July 28, 2009,** at **10:00 A.M.** at the Region Two, District Two Office in **Dixon**.

Phase I and II engineering services are required for the preparation of a Location/Design Report and final contract plans for the removal and replacement and/or rehabilitation of six structures and roadway improvements. The Location/Design report is for the removal and replacement and/or rehabilitation of 3 sets of twin structures located on I-80 over the BN&SF Railroad, over Barstow Road and over the Green River as well as roadway improvements on I-80 from 0.8 mile N. of IL 5/IL 92 to Henry County line including a portion that may be reconstructed near Barstow Road. All work for this project will be in English units.

These projects may include preparation of a Location/Design Report, traffic management analysis, cost estimate, cross sections, accident analysis, type, size and location drawings, proposed right-of-way plats, contract plans including roadway plans, drainage plans, and traffic signal plans; drainage system design; special details; special provisions; quantities and cost estimates; and field surveys as needed. It is anticipated these projects will be Categorical Exclusions.

The following structures are anticipated to be included in this project:

- S.N. 081-0014 and -0015 – I-80 over BN&SF RR, 1.1 M. South of IL 5/IL 92
- S.N. 081-0016 and -0017 – I-80 over Barstow Rd., 1.3 M. South of IL 5/IL 92
- S.N. 037-0025 and -0026 – I-80 over Green River, 1.9 M. North of US 6

The department will furnish the Consultant with any available as-built/existing plans, microfilm plans, aerial survey, bridge condition reports, accident statistics, existing right-of-way plats, traffic data, soils boring data, and any other available information.

The estimated construction cost for this project is $15,040,000. The completion date for Phase I will be 15 months after authorization to proceed. Phase II will be negotiated near the completion of Phase I. Phase II work must be completed within 12 months after authorization to proceed with Phase II.

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

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

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

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

- The person who will perform the work in the area of Hydraulic Reports (must be an Illinois Licensed Professional Engineer).

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

- 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:

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

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

**20. <u>Job No. C-93-067-09, Various Quality Testing Projects, Various Counties, Region Two, District Three, Ottawa.</u>**

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

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

The Consultant who is selected for this project and all subconsultants the prime Consultant will be using are scheduled to attend an initial meeting on **July 27, 2009 at 10:00 A.M.** at the Region Two, District Three office in **Ottawa.**

Phase III engineering services are anticipated to perform the quality assurance inspection responsibilities of prestressed and precast producers, and possibly other quality assurance testing assignments. The project includes Quality Assurance Testing in accordance with the <u>Standard Specifications for Road and Bridge Construction</u>. Work orders under the blanket agreement will be negotiated and authorized by department on an as needed basis. All work for this project will be in English 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 current relationships with contractors.

The Consultant's work is anticipated to include:

- The daily QA inspection of Prestress Engineering Corporation (PEC) located at 15606 E. 3200 North Road, Blackstone, IL 61313.

  The Consultant will complete all of the duties of the department inspector as detailed in the *Manual for Precast Prestressed Concrete Products*, section 1.3 Quality Assurance. Additionally, the Consultant QA plant inspector must be PCI certified and must have completed all relevant QC/QA training or if not certified must be registered to become PCI certified. The inspector(s) must have completed or be registered for the following training courses:

  1. IDOT 3-day Mixture Aggregate Technician or 5-day Aggregate Technician Course
  2. ACI Concrete Field Testing Technician – Grade I
     - The ACI class can be registered for through ACI or Lake Land College. The Consultant is not required to take the IDOT only portion (1$^{ST}$ day) of the three day PCC Level I QC/QA training class.
  3. PCI Level I & II – Quality Control Personnel Certification Program

- Providing on-site QA inspection of in-state and out-of-state prestressed and precast producers on an as-needed basis within the jurisdiction of District 3.

  The Consultant will complete all of the duties of the department inspector. The Consultant QA plant inspector will complete all relevant QC/QA training and complete all duties as detailed in the *Manual for Precast Prestressed Concrete Products*, section 1.3 Quality Assurance. For prestress facilities, the Consultant QA plant inspector must be PCI certified and must have completed all relevant QC/QA training or if not certified must be registered to

become PCI certified. The inspector(s) must have completed or be registered for the following training courses:

1) IDOT 3-day Mixture Aggregate Technician or 5-day Aggregate Technician Course
2) ACI Concrete Field Testing Technician – Grade I
    - The Consultant is not required to take the IDOT only portion (1st day) of the three day training class. The ACI portion is taught on the second and third days.
    - The Consultant is advised to check with PCI regarding the completion of the ACI training in order to take the PCI training.
3) PCI Level I & II – Quality Control Personnel Certification Program

For information concerning the courses 1 and 2 above, contact the following:
Lake Land College
5001 Lake Land Blvd.
Mattoon, IL 61938-9366
Phone # 217-234-5285

For information concerning course 3 above, contact the following:
PCI
209 W. Jackson Blvd. # 500
Chicago, IL 60606
Phone # 312-786-0300

Weekly assignments will be furnished by department representatives located in District 3, Ottawa. The Consultant will maintain records and submit documentation of all QA activities weekly to District 3 representatives.

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

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

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

- QC/QA Level 1 and Level II PCC Testing Technicians.

- Materials QA Technicians.

Statements of Interest must also include the Consultants Certificate of Completion for the previously listed training courses or the employee's names and the dates they are registered for the previously listed training courses.

The prime firm must be prequalified in the **Special Services (Quality Assurance: QA Aggregate & PCC)** category to be considered for this project.

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

**21. <u>Job No. C-93-101-09, Various Phase III Projects, Various Routes, Various Counties, Region Two/District Three</u>**

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

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

The Consultant who is selected for this project and all subconsultants the prime Consultant will be using are scheduled to attend a negotiation meeting on **July 24, 2009** at **10:00 A.M.** at the Region Two/District Three Office in **Ottawa**.

Phase III engineering services are required for the inspection, supervision, construction layout, material testing, and field inspection for roadway rehabilitation throughout District 3. The various types of jobs are anticipated to consist of route and seal, patching, traffic signals, landscaping, milling and resurfacing, bridge repair and replacement, concrete pavement, and pavement marking. Work orders under the blanket agreement will be negotiated and authorized by the department on an as-needed basis. All work for this project will be in English units.

The Consultant will be asked to furnish a registered IL PE or an approved technician to act as Resident Engineer (RE) on these projects. The Consultant is expected to perform on site inspection, engineering layout, and verification of contractor staking, maintain documentation, submit pay estimates, change orders, and any other duties required to complete these projects on a timely basis and in accordance with the State Specifications and guidelines. The RE should be knowledgeable in the use of the department's documentation tracking system (ICORS).

The Consultant may be required to provide trained technicians to perform nuclear density testing for embankment and bituminous pay items at various locations on active contracts throughout the District. These technicians will supplement the District's staff. The Consultant may also be asked to provide trained technicians for Portland Cement Concrete testing on various projects. The technicians will provide their own gauge, bunker, transport box, concrete air meter, slump cone, concrete strength cylinder molds, cell phone, and vehicle. Consultants are required to have their own nuclear license and will not be covered by the department's license.

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

The Consultant must complete and submit final measurements, calculations, field books, and all other contract record documents to the department no later than 30 days after final inspection of the project. The completion date for this contract will be 24 months after authorization to proceed. The agreement with the Consultant will include an option for renewal by the department an additional 24 months.

The Consultant may also be asked to continue the implementation of an existing Independent Weight Check program within the district. If necessary, the Consultant will be trained on how to manage the program and will be instructed on the correspondence required.

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

- The Resident Engineer (with current IDOT Construction Documentation certificate, Include the Documentation Certificate Number for IDOT Class S-14, Documentation of Contract Quantities)
- Technician(s) certified to perform the Nuclear Density Testing
- QC/QA Level II Bituminous and Concrete Technician

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 at the following address: SOIPTB@dot.il.gov.

**22. <u>Job No. D-94-088-06, I-74/I-155 Interchange, Phase II Services for the Reconstruction of the Interchange located just west of Morton, Tazewell County, Region Three/District Four</u>**

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

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

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

The Consultant who is selected for this project and all subconsultants the Prime Consultant will be using are scheduled to attend a negotiation meeting on **July 24, 2009** at **9:00 A.M.** at the Region Three/District Four Office in Peoria.

Phase II engineering services are required for the preparation of contract plans, specifications, and estimates for the complete reconstruction of approximately 2.0 miles of I-74 from the Mueller Road overpass through the Morton Avenue Interchange, and 1.0 miles of I-155 from the Birchwood Interchange to the intersection with I-74 at the I-74/ I-155 Interchange. The existing cross section for both roadways generally consists of two lanes in each direction on I-74 and I-155 with an earth median and open ditch drainage. The proposed typical sections consist of replacing the existing pavement and structures with three lanes in each direction configuration with a closed barrier type median on I-74, and a new two lane configuration in each direction on I-155 with earth median and open ditch drainage. All work for this project will be in English units.

Work will include the complete reconstruction of the existing trumpet interchange at I-74 and I-155, and ramp modifications of the existing diamond interchange at Morton Avenue. Also included are removal of six bridge structures and two tunnel structures and replacement with six new structures on I-74. Work will also include highway drainage design, geotechnical investigation and reporting, all drilling and analysis of soil borings, traffic signal plans, traffic staging plans, temporary and permanent erosion control plans, highway lighting and signing, cost estimates, surveys, plats and legal descriptions for right of way acquisition and any other work as required to complete the project. The selected consultant's work will be coordinated through the District Liaison Engineer and Project Manager.

The department will furnish the Design Report, Location Drainage Study, all Bridge Condition Reports, TS&L's and Structure Geotechnical Reports, Interchange Design Studies, Intersection Design Studies, preliminary Traffic Management Analysis, soil borings, existing plans, electronic DTM files and other pertinent electronic files developed in Phase I and any other available information.

The estimated construction cost for this project is estimated at $49,500,000. The completion date for this contract will be 30 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 contract documents (must be an Illinois Licensed Professional Engineer).

- The person who will perform/supervise the work in the area of structure plan preparation (must be an Illinois Licensed Structural Engineer).

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

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

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

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

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

**Highways (Freeways)**
**Structures (Highway: Advanced Typical)**

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

**23. <u>Job No. P-94-020-09, Bridge Deck Delamination Surveys, Various Routes, Various Counties, Region Three/District Four</u>**

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

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

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

The Consultant selected for this project and all subconsultants the prime Consultant will be using are scheduled to attend a negotiation meeting on **July 24, 2009** at **10:00 A.M.** at the Region Three/District Four office in **Peoria**.

Work Orders under the blanket agreement will be negotiated and authorized by the department on an as needed basis. All work for this project will be in English units.

The Consultant work is anticipated to consist of the following:

- Survey of bridge decks using a combination of soundings, infrared thermographic surveys, ground penetrating radar, visual inspections, limited deck coring, and other methods as approved by the Department to identify areas of delamination. Using these methods, partial and full depth repair areas will be located. Also, areas of debonding will be located.

- To calibrate and confirm the data gathered in testing, coring of selected areas of the bridge decks, visual inspections of the deck soffits and other approved techniques will be used. Additionally, the cores and other techniques will be used to identify the depths of the delaminations identified.

- Provide plan view sheets of surveyed bridge decks showing the deck, identified delaminations, and proposed repair areas marked in the appropriate scale, with a table showing the square feet of proposed partial and full-depth repairs, and the percentage of deck to be repaired.

- Prepare a report documenting the techniques and equipment used, as well as a summary of the survey results. Additionally, a summary of the quantities of delamination and debonding (square feet) and the percentage of the deck they represent will be provided. Pictures of any deck cores taken for the deck survey will also be provided in the report.

- Provide the appropriate amount of traffic control during field work.

The department will furnish the following to the selected Consultant for their use in performing the work:

- Location map and plan views of the bridge decks to be surveyed which give sufficient details.

- Provide one person to act as a liaison between the Consultant and the Department, and to assist in data collection, as needed.

- Provide cleaning of deck surfaces, if needed.

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

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

- The person who will assume the duties of Project Manager for all aspects of the work documents
- The person(s) who will perform/supervise the work
- The person who will perform the QC/QA review

Statements of Interest must also include the following:

- Firm's experience with this type of work.
- Firm's techniques to be used to complete this work.

Statement of Interest, including resumes of key people, must be received by the Bureau of Design and Environment prior to **12:00 P.M.** central time **May 28, 2009** to be given consideration.

Submittals may be e-mailed to SOIPTB@dot.il.gov or send one hard copy to each of the following:

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

Illinois Department of Transportation
Mr. Joe Crowe
Region Three/District Four
401 Main Street
Peoria, IL 61021

**24. <u>Job No. C-95-031-09, Phase III Services for Various Routes, Various Counties, Region Three/District Five.</u>**

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

**This project requires 20% DBE participation.**

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

The Consultant who is selected for this project and all subconsultants the prime Consultant will be using are scheduled to attend a negotiation meeting on **July 23, 2009** at **9:00 A.M.** at the Region Three, District Five Office in Paris.

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

The Consultant will be required to furnish adequate staff to assist in performing the required inspection, layout, and other duties to allow the timely completion of projects in accordance with state specifications. Projects requiring staffing may include District wide patching and resurfacing contracts, or specific bridge projects, resurfacing, or urban rehabilitation projects. The Consultant will be required to assist in construction supervision, layout staking, on-site inspection, Quality Assurance field testing, weighing of trucks hauling of tonnage items, documentation of contract items and providing general assistance as a member of a field crew. The department will furnish the Consultant with a Resident Engineer/Technician to direct the Contractor and to direct/coordinate the activities of the Consultant's staff. The department will also furnish the construction plans and specifications.

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

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

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

This contract is scheduled for the 2010, 2011, and 2012 construction seasons. This contract must be completed by December 31, 2012.

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

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

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 at the following address: SOIPTB@dot.il.gov.

**25. <u>Job No. R-96-002-09, Various Surveys, Various Routes, Various Counties, Region Four/District Six.</u>**

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

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

The Consultant who is selected for this project and all subconsultants the prime Consultant will be using are scheduled to attend a negotiation meeting on **July 29, 2009** at **10:00 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 eight (8) such surveys during Fiscal Year 2010. Work orders under the blanket agreement will be negotiated and authorized by the department on an as needed basis. All work for this project will be in English units.

The department will furnish the Consultant with any available data.

The Consultant's work may include route and/or land surveys, plat preparations, and right-of-way plan preparation. The department will direct as to how the surveys and plats will be completed.

This contract must be completed by January 1, 2011.

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

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

**Special Services (Land Surveying)**
**Special Services (Route Surveying)**

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

**26. <u>Job No. D-96-056-09; Various Phase I/II for Projects, Various Routes, Various Counties, Region Four, District Six.</u>**

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

**This project requires 15% DBE participation.**

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

The Consultant who is selected for this project and all subconsultants the prime Consultant will be using are scheduled to attend a Scope of Services meeting on **July 24, 2009** at **1:30 P.M.** in the Region Four, District Six Office in **Springfield**.

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

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

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

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

The estimated construction costs of each project may range from $100,000 to $3,500,000. It is anticipated this contract will include approximately 3 to 15 different projects. The engineering services required may consist of only a portion of the total engineering work on a certain project. The completion date for this contract will be 24 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 land surveys (must be an Illinois Licensed Land Surveyor). Land Survey prequalification category requirement may be completed by the Sub and/or Prime)

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

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

**Highways (Roads & 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 at the following address: SOIPTB@dot.il.gov.

**27. <u>Job No. D-96-081-09, Various Geotechnical Explorations, Various Routes, Various Counties, Region Four/District Six</u>**

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

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

The Consultant who is selected for this project and all subconsultants the prime Consultant will be using are schedule d to attend an initial meeting on **July 24, 2009** at **10:00 A.M.** at the Region Four, District Six Office in **Springfield**.

Phase I and/or II engineering services are required to perform subsurface explorations for roadway and structure improvements throughout District Six. The subsurface exploration could consist of soil borings, rock coring, pavement coring, laboratory testing, and all other work needed to provide sufficient subsurface information for the District to prepare geotechnical recommendations and reports. Work orders under the blanket agreement will be negotiated and authorized by the department on an as-needed business. All work may be in either English or metric units.

This project includes all management, layout, provisions for traffic control, drilling, clearing, and presentation of subsurface data as required. The Consultant drilling equipment must be equipped with a fully automatic SPT hammer and be capable of accessing locations in a variety of terrain as required.

The department will furnish the Consultant with subsurface exploration plans for each work order. The completion date for this contract will be 24 months after authorization to proceed.

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

- The person who will assume the duties of Project Manager/Engineer for all aspects of the work (must be an Illinois Licensed Professional Engineer).
- The person who will perform QC/QA review of all subsurface exploration information submitted to the department (must be an Illinois Licensed Professional Engineer).
- The person who will provide continuous, on-site supervision of subsurface exploration activities (must have a minimum five years experience).
- The person who will log subsurface data in the field (must have a minimum five years experience).
- The person supervising laboratory testing.

The prime firm must be prequalified in **Geotechnical Services (Subsurface Explorations)** to be considered for this project.

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

**28. <u>Job No. P-97-043-09, Phase I and/or Phase II Projects, Various Routes, Various Counties, Region Four/District Seven.</u>**

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

**This project requires 10% DBE participation.**

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

The Consultant who is selected for this project and all subconsultants the prime Consultant will be using are scheduled to attend an initial meeting on **July 29, 2009** at **10:00 A.M.** at the Region Four/District Seven Office in **Effingham.**

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

Phase I work, if required, may consist of conducting route surveys, land surveys, hydraulic surveys, hydraulic analysis, geometric studies, environmental studies, preparing Project Reports, and preparing and/or reviewing geotechnical reports including soils, pavement, and foundation recommendations. This work may include data collection, development of alignment alternatives, cost estimates, traffic management analysis, accident analysis, bridge condition reports, preparing, and/or reviewing hydraulic reports, type, size and location drawings, and other related work and exhibits necessary to produce the Project Reports.

Phase II work, if required, may consist of conducting route surveys, land surveys, hydraulic analysis, geometric studies, preparation of type, size and location drawings, structure plans, roadway plans, and any other work necessary to complete final contract plans, specifications, and estimates.

The various proposed projects may consist of simple patching and resurfacing, bridge repair, bridge rehabilitation, new bridge design, widening and resurfacing and/or new roadway projects that may include preparation of plats & plans for right-of-way acquisition.

The department will furnish the Consultant with available as-built plans, microfilm, field notes, existing right-of-way plans, aerial photos, boring logs, existing Bridge Condition & Hydraulic Reports, and any other available information as required.

The estimated construction cost for these project range from $500,000 to 2,000,000. The Consultant's work may include either complete projects or a portion of the total engineering work on a certain project. The completion date for this contract will be 30 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 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 work in the area of structure plan preparation documents (must be an Illinois Licensed Structural Engineer). In addition, the staff performing this work must be identified.

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

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

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

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

**29. <u>Job No. P-98-003-09, Land Survey Project Manager and Land Surveying, Various Routes, Various Counties, Region Five/District Eight.</u>**

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

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

The Consultant who is selected for this project and all subconsultants the prime Consultant will be using are scheduled to attend a negotiation meeting on **July 29, 2009** at **10:00 A.M.** at the Region Five/District Eight Office in **Collinsville**.

Surveying services are required for performing land survey project management and for performing miscellaneous surveys throughout District 8. Work orders under the blanket agreement will be negotiated and authorized by the department on an as-needed basis. All work for this project may be in either English or metric units.

The Consultant's work as a Land Survey – Project Manager (PM) is expected to include the management and review of right of way survey projects as prepared by other Consultants. This work is anticipated to include the accurate review of Consultant prepared Plat of Highways, Excess Right of Way Plats, Existing Right of Way Surveys and legal descriptions in accordance with the Department's Land Acquisition Manual and with the District Eight checklists and procedures. This work may also include record research at the district office and at the county recorder offices or other governmental agencies; ordering, reviewing and accounting for the necessary title commitments of each project; maintenance of Land Acquisition databases; maintenance of project files; oral and written communication with right of way survey consultants, title company representatives, property owners and district staff; attendance at project meetings; designing proposed right of way lines and easements using Microstation and Geopak software; performing land surveying computations using Geopak software; and fieldwork as required. This work will be required to be performed at the District Eight Office in Collinsville.

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 Consultant's work may also include performing miscellaneous land surveys throughout District 8. The Consultant's work may include land surveying to reference the highway centerline to public land lines, land surveying to locate boundaries, record research, preparation and recording of monument records, preparation of legal descriptions, preparation of Freeway Orders, preparation of various plats and maps including: Statutory Plat of Highways, existing right of way survey plats or maps, centerline plats, corridor protection maps and excess right of way parcel plats. The Consultant's work may include right of way staking. The consultant's work may include performing horizontal and vertical control surveys and topographic surveys for highway design projects.

The department will provide alignment data, title commitments, former construction plans, existing right of way information, and proposed right of way requirements for each project (when available).

It is anticipated that at least 75 percent of this contract will be issued as work orders for performing Land Survey – Project Management duties. The completion date for this contract will be 24 months after authorization to proceed.

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

- The person who will assume the duties of Land Survey Project Manager. This person must be a licensed Illinois Professional Land Surveyor.

- The person who will be in charge of land surveys. This person must be a licensed Illinois Professional Land Surveyor.

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

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

**30. <u>Job No. P-98-004-09, Land Surveying, Various Routes, Various Counties, Region Five/District Eight.</u>**

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

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

The Consultant who is selected for this project and all subconsultants the prime Consultant will be using are scheduled to attend a negotiation meeting on **July 29, 2009** at **2:00 P.M.** at the Region Five/District Eight Office in **Collinsville**.

Engineering services are required for land surveying services for various projects in District 8. Work orders under a blanket agreement will be negotiated and authorized by the department on an as-needed basis. All wok for this project may be in either English or Metric units.

The Consultant's work is anticipated to consist of land surveying services to reference the highway centerline to public land lines, to locate boundaries, record research, preparation and recording of monument records, preparation of legal descriptions, preparation of Freeway Orders, preparation of various plats and maps including: Statutory Plat of Highways, existing right of way survey plats or maps, centerline plats, corridor protection maps and excess right of way parcel plats. The Consultant's work may include right of way staking and include performing horizontal and vertical control surveys and topographic surveys for highway design projects.

The Consultant’s work may also include the management and review of Consultant prepared right of way survey projects as prepared by other Consultants. This may include the review of Consultant prepared Plat of Highways and legal descriptions. The Consultant selected for this project may be required to conduct the management and review of Consultant prepared right of way survey projects at the District office.

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 department will provide alignment data, title commitments, existing plans, existing right of way information, and proposed right of way requirements for each project, when available.

It is anticipated that at least 75 percent of this contract will be issued as work orders for performing land surveys for highway purposes. The completion date for this contract will be 18 months after authorization to proceed. The agreement with the Consultant will include an option for renewal by the department for an additional 18 months.

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

- The person who will be in charge of land surveys (must be a licensed Illinois Professional Land Surveyor).

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

- The person who will be performing the management and review of Consultant prepared survey projects. This person must be a licensed Illinois Professional Land Surveyor.

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

**Special Services (Land Survey)**
**Special Services (Route Survey)**

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

**31. <u>Job No. P-98-056-09, Various Route Surveys, Various Routes, Various Counties, Region Five, District Eight.</u>**

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

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

The Consultant who is selected for this project and all subconsultants the prime Consultant will be using are scheduled to attend a negotiation meeting on **August 7, 2009** at **10:00 A.M.** at the Region Five/District Eight Office in **Collinsville**.

Surveying services are required for performing route surveys and hydraulic surveys throughout the district. The Consultant's work may include surveying to establish the existing centerline alignment for projects, to measure and record all topographic features along specific routes, to create three dimensional models for highway design projects, and to locate right of way, record research, preparation of, and recording of monument records. The Consultant's work may include staking out existing centerline alignment, as well as performing horizontal and vertical control surveys. The Consultant's work may also include performing floodplain cross sections, streambed profiles, waterway opening sketches, roadway profiles and other tasks necessary to complete hydraulic reports. The Consultant selected for this project shall be required to process their field data and submit their data in an electronic format while adhering to all IDOT's standards. The Consultant selected for this project shall be required to use IDOT's Point Code Listing while conducting the field survey and shall be required to submit all original field notes upon completion of said surveys. 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 provide alignment information and horizontal and vertical control (if applicable), existing microfilm information and general survey requirements for each project.

It is anticipated that this contract will include approximately 10 to 20 such surveys. The completion date for this contract will be 24 months after authorization to proceed.

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

- The person who will be in charge of land surveys (must be a licensed Illinois Professional Land Surveyor).

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

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

**Special Services (Land Survey)**
**Special Services (Route Survey)**

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

**32. <u>Job No. D-98-060-09, P-98-060-09, Various Utility Coordination, Various Route, Various Counties, Region Five/District Eight.</u>**

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

**This project requires 20% DBE participation.**

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

The Consultant who is selected for this project and all subconsultants the prime Consultant will be using are scheduled to attend a scope of services meeting on **July 24, 2009**, at **9:30 A.M.** at the Region Five/District Eight Office in **Collinsville**.

Phase I and/or II engineering services are required for utility coordination work throughout the district. Work orders under a blanket agreement will be negotiated and authorized by the department on an as-needed basis. The Consultant shall respond within 24 hours to the District after receiving each work order assignment to discuss the scope of work, negotiate hours of work, equipment required, and direct cost. After the department gives the Consultant authorization to proceed, the Consultant shall commence work within 10 calendar days.

These services shall consist of coordination with various utility companies. Services may consist of the following tasks:

Review IDOT's construction plans for areas of utility conflict where adjustments/relocations are needed.

Provide a copy of IDOT's construction plans to the utility companies accompanied with an information letter and coordinate with utility companies to assist in plan preparation.

Verify and record the horizontal location of each aerial and underground utility facility within the proposed construction limits. Also, verify and record the vertical location of each underground utility that will require lowering or relocation due to the improvement.

Review plans and estimates furnished by the utility company for the most economical method of relocating the utilities.

Check plans and estimates of cost from the utility company and coordinate with the utility company for revisions if needed.

Forward a copy of the reviewed and accepted plans and estimates of cost to the district. A copy of the plans and estimates are required minimum of 5 months prior to the job letting.

Provide to the District a completed "Status of Utilities to be Adjusted" sheet with the estimated dates of completion for each utility. This document is to be provided to the District a minimum of 14 days prior to the Plans, Special Provisions, & Estimates (PS & E) date for the letting for the improvement.

Check plans, estimates and other data provided by the utility, required for preparing a reimbursable utility adjustment, if needed.

If the utility adjustment is to construct on ROW, then a permit is required (IDOT writes the permit). The utility company is responsible to obtain the permit from IDOT. The consultant will be responsible to review the proposed adjustment to insure the adjustment does not conflict with IDOT's proposed improvement.

Monitor and inspect utility adjustments in the field to assure the adjustments are in accordance with the approved adjustment plan and when necessary, coordinate with the utility to identify and correct problems as they occur.

Field check the adjustments and verify that they will not be in conflict with the proposed improvement.

Schedule and coordinate the adjustments to be completed before the contractor is to start construction (10 days after the execution of the contract).

Records should be kept of manpower, equipment, and materials used on reimbursable utility relocations.

Review for accuracy all bills submitted by the utility companies for reimbursement. Work with the utilities to obtain a bill reflecting appropriate charges and submit the bill with your recommendations to IDOT for payment. IDOT will process the bills for payment.

It will be required to attend field checks and preconstruction meetings for each section. Also, once the utility companies have received the plans and start submitting proposals, biweekly meetings may be required to discuss the job status.

The department will furnish the Consultant with any available final plans, as-built plans, microfilm plans, field notes, existing right-of-way plans, boring logs and other information.

The completion date for this contract will be 36 months after authorization to proceed. The agreement with the Consultant will include an option for renewal by the department an additional 36 months.

The Consultant will be required to prepare the utility coordination portion of these plans using Microstation and Geopak software that is utilized by the Department and capable of translating to the Department's system in accordance with "CADD Roadway Drafting Reference Guide" and current Electrical Data Transfer Standards. Complete files, design, and geopak, will be required. Existing information will be furnished in this format if available.

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

- The person's name who will assume the duties of Project Manager for all the aspects of work.

- The person's name who will assume the duties of Project Coordinator directly involved in the management of each project.

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

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

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

**Special Services (Subsurface Utility Engineering)**
and/or
**Highways (Roads and Streets)**

Statements of Interest must also include satisfactory experience in the activities required for this work by the firm and its' employees.

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

**33. Job No. R-99-021-09, Various Survey Projects, Various Routes, Various Counties, Region Five, District Nine.**

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

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

The Consultant who is selected for this project and all subconsultants the prime Consultant will be using are scheduled to attend a negotiation meeting on **July 23, 2009** at **10:00 A.M.** at the Region Five/District Nine office in **Carbondale**.

Engineering services are required to furnish land and route surveying, including assistance for surveys, in areas such as right-of-way staking, land surveying, topographic, and cross sections for highway projects, hydraulic surveys, plats & plans, legal descriptions, monument records, and other survey related work. Work orders under the blanket agreement will be negotiated and authorized by the department on an as-needed basis. All work will be done in English units.

Local land surveyor project input is to be expected in obtaining historic survey reference data.

The department will furnish the Consultant with available alignment data, vertical data, title reports, existing right-of-way plans, and proposed right-of-way requirements as each work order is negotiated. The cost and completion dates for the work requirements will be negotiated by the department for each project prior to giving authorization to proceed under a work order.

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

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

- The person who will be in charge/supervise land surveys (must be an Illinois Licensed Professional Land Surveyor).

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

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

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

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

**34. <u>Job No. D-30-006-09, Statewide Structural Engineering Services, Bureau of Bridges and Structures.</u>**

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

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

The Consultant selected for this project and all subconsultants the prime Consultant will be using are scheduled to attend a negotiation meeting on **July 24, 2009,** at **10:00 A.M.** at the Harry R. Hanley Building, Central Bureau of Bridges and Structures in **Springfield**.

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

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

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:

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

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

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

- Person(s) who will perform the work in the area of Structure Geotechnical Reports and/or geotechnical/foundations/wall design recommendations (must be an Illinois Licensed Professional or Structural Engineer) shall be identified. Geotechnical Services (Structure Geotechnical Reports (SGR)) prequalification category may be completed by Sub and/or Prime.

- The person who will perform/supervise the work in the area of Hydraulic Reports and preparation of the Hydraulic Analyses (must be an Illinois Licensed Professional

Engineer). Hydraulic Reports: Typical prequalification category requirement may be completed by Sub and/or Prime.

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

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

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

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

**35. Job No. C-30-045-09, Statewide Various Construction Inspection with an Emphasis on Independent Weight Checks, Bureau of Construction.**

This Project is Federally Funded.

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

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

The Consultant selected for this project and all subconsultants the prime Consultant will be using are scheduled to attend a negotiation meeting **July 29, 2009** at **10:00 A.M.** at Harry R. Hanley Building, Central Bureau of Construction in **Springfield.**

Phase III engineering services are required to perform field reviews to evaluate jobsite compliance with the requirements of the Standard Specifications for Road and Bridge Construction, Construction Memorandums, contract special provisions and plans, industry standards and other items as necessary.

The department will furnish the Consultant with instructions and forms to document the field reviews.

The Consultant's work may include on-site inspections, documenting findings, and providing recommendations for improvement. The Consultant will perform reviews to ensure compliance with the aforementioned documents and the agreement requirements. The Consultant will maintain records and submit documentation of all reviews and other activities as needed and provide comments back to the applicable District that can be utilized for contract administration. The completion date for this contract will be March 1, 2010.

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

- Liaison Engineer who will assume duties as project Manager for all aspects of the work (Illinois Licensed Professional Engineer is preferred).
- Person(s) who will be conducting field reviews.

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

**IF SELECTED FOR THIS PROJECT ADDITIONAL REPORTING WILL BE REQUIRED TO SATISFY THE ARRA REQUIREMENTS. A D-U-N-S NUMBER IS REQUIRED TO ENTER ALL INFORMATION INTO THE ARRA DATABASE. DUNS NUMBER MAY BE OBTAINED AT THE FOLLOWING WEB SITE: http://www.dnb.com/US/duns_update/**

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

# Notice

# Consultant's Annual Fee Capacity

Issued August 7, 2008

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

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

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

or

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

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

# NOTICE
# CONSULTANT PREQUALIFICATION

## May 08, 2008

This notice was originally sent to all prequalified consultants and included as a notice on April 5, 2007. This is a notice to all firms to renew their firms prequalification. All engineering consulting firms are responsible for resubmitting the correct portion (entire or corporate and financial) of the Statement of Experience and Financial Condition to remain prequalified. The department **will not** send reminders to submit the Statement of Experience and Financial Condition. NOTE: For firm's fiscal year ending December 31, 2008, your SEFC is required by June 30, 2009. (See submittal requirements under recurring notices, Titled "CONSULTANT PREQUALIFICATION SUBMITTAL TIMES."

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

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

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

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

# NOTICE
# CONSULTANT PREQUALIFICATION SUBMITTAL TIMES
## February 5, 2009

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

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

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

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

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

Submittal times are based on the firm's fiscal year; i.e. Firms fiscal year ends Dec. 31, 2008, the Consultant is given a 6 month grace period to submit and therefore has until June 30, 2009 to submit. Firm is submitting the 2008 fiscal year information in 2009.

The following schedule is attached for your use:

| Firm Name Beginning with: | 2009 Submittal | 2010 Submittal | 2011 Submittal | 2012 Submittal | 2013 Submittal | 2014 |
|---|---|---|---|---|---|---|
| A through E | Corp. & Financial | Entire SEFC | Corp. & Financial | Corp. & Financial | Entire SEFC | Corp. & Financial |
| F through N | Corp. & Financial | Corp. & Financial | Entire SEFC | Corp. & Financial | Corp. & Financial | Entire SEFC |
| O through Z | Entire SEFC | Corp. & Financial | Corp. & Financial | Entire SEFC | Corp. & Financial | Corp. & Financial |

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.

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

# NOTICE

# Construction Guides
# and
# Manuals – Memorandums

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

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

# NOTICE
# DBE FIRMS AND PROJECT GOALS

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

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

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

## “Special Notice Regarding Disadvantaged Business Enterprises”

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

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

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

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

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

3. Contract negotiations will be terminated.

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

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

# NOTICE FOR DOCUMENTATION OF CONTRACT QUANTITIES

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

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

# NOTICE OF ELECTRONIC SIGNATURES

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

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

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

Signature Certification for Electronic Submittal

# Signature Certification For Electronic Submittals

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

_____ _____ _____

(Firm) (Signature) (Title)

STATE OF _____

COUNTY OF _____ I, _____

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

_____

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

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

_____

NOTARY PUBLIC

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

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

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

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

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

## NOTICE FOR JOINT VENTURE

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

The required insurance coverage applies to the Joint Venture entity.

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

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

***EXHIBIT A EXAMPLE***:

**Name Required Prequalification Category :**
*Location Drainage*

*Name Mr. John Smith (ABC Engineering Assoc.)

Category PE (PE, SE, LS)
Registration # 62012345
Year Registered 1995 State IL
Office Location:
City Chicago State IL

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

# Overtime Billing
# for
# Engineering Consultant Contracts

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

# NOTICE
# For
# Prequalification of Consultants & DBE Revisions

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

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

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

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

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

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

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

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

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

# NOTICE
# February 7, 2008

## Revised Sub-Consultants Formula

## FORMULA FOR COST PLUS FIXED FEE METHOD OF COMPENSATION

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

Compensation = DL+DC+OH+FF

Where FF:

**For Prime Agreements is**:
(0.37+ R)DL+%DL

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

**Sub-Consultants**
(0.37 + R)DL

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

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

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

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

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

**Course Length:**
Two Days, including written examination.

**Cost:**
There is no cost to consultants.

**Location:**
District One, District Eight, and other locations determined by demand.

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

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

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

# NOTICE OF TRAINING OPPORTUNITY
## Updated 4-24-09

***LAKELAND COLLEGE TRAINING COURSES***

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

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

***NATIONAL HIGHWAY INSTITUTE (NHI) COURSES***

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

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

***NATIONAL TRANSIT INSTITUTE (NTI) COURSES***

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

http://www.ntionline.com