



Illinois Department of Transportation

2300 South Dirksen Parkway / Springfield, Illinois / 62764

November 21, 2014

CIRCULAR LETTER 2014-23

WAIVER VALUATION E-LEARNING COURSE

COUNTY ENGINEERS/SUPERINTENDENT OF HIGHWAYS
MUNICIPAL ENGINEERS/DIRECTORS OF PUBLIC WORKS/MAYORS
CONSULTING ENGINEERS

Illinois Public Act 098-0933 amended Section 5-5 of the Real Estate Appraiser Licensing Act of 2002 to include municipal engineers and municipal employees to the list of those who may prepare a waiver valuation. The amended act also provides information on coursework requirements that must be satisfied prior to these individuals preparing a waiver valuation.

The Department has developed an on-line, e-learning course which satisfies the Federal Highway Administration's requirements for preparation of a waiver valuation. The course is now available through the Department's Learning Management System website: <http://www.ildottraining.org/>

The purpose of the e-learning course is to offer Department employees, county engineers, and municipal engineers and employees, waiver valuation training without incurring course fees, travel cost, and wait time for a live classroom offering. Instructions on how to login, sign up, and take the course are attached.

The course consists of approximately 180 minutes of video in nine modules, followed by a brief exam. Participants should be able to self-enroll, take the course and the exam, and print out the completion certificate upon successful completion of the exam.

Department employees and county engineers who would like to continue doing waiver valuations should take the course by January 1, 2015 (unless they previously attended the classroom training in December 2011). Municipal employees and engineers will now have the ability to do waiver valuations starting January 1, 2015, and should be fully-compliant with all education and experience requirements before preparing any waiver valuations.

As a reminder, the Department's policy does not permit consultants and licensed fee appraisers to prepare waiver valuations. This policy remains in effect, and is not changed by Public Act 098-0933.

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The Department's Bureau of Land Acquisition has also updated their Policies and Procedures Manual to reflect the legislative changes. In particular, Section 1.6.5 was updated to include additional information on who can perform waiver valuations and what requirements they must meet in order to do so. Section 1.6.5 of the Bureau of Land Acquisition Manual is attached for reference, and the entire manual may be accessed at: <http://www.idot.illinois.gov/Assets/uploads/files/Doing-Business/Manuals-Guides-&-Handbooks/Highways/Land-Acq/Land%20Acquisition%20Manual.pdf>

If you have any questions concerning the waiver valuation training course or procedures, please contact Michael Elder, IDOT Bureau of Land Acquisition, at (217) 782 – 3982 or Michael.Elder@illinois.gov

Sincerely,



James K. Klein, P.E., S.E.
Acting Engineer
Local Roads and Streets



Salmon O. Danmole, P.E.
Acting Engineer
Land Acquisition

TW/tp

Attachment

cc: Greg Smothers, Illinois Association of County Engineers
Joe Schatteman, Illinois Municipal League