

# PROFESSIONAL SERVICES BULLETIN 24-2

## ADDENDUM No. 3

*ADDENDUM No. 3 does not change the due date or time.*

**STATEMENTS OF INTEREST are due by 4:30:00 p.m. (Central Time)  
time)**

**Due Date: July 12, 2024**

**Successful Firm(s) will be notified.**

**Overall results will be posted on the Illinois Chief Procurement Officer's  
eProcurement System at: <https://www.bidbuy.illinois.gov/>.**

---

No. 24-2 Addendum 3

June 26, 2024

ISTHA web site: [www.illinoistollway.com](http://www.illinoistollway.com)



Illinois Tollway  
2700 Ogden Avenue, Downers Grove, IL 60515

**ADDENDUM NO 3**  
**TO**  
**PROFESSIONAL SERVICES BULLETIN No 24-2**

**June 26, 2024**

Addendum No. 3 does not change the due date or time.

Addendum No. 3 makes the following revisions to Professional Services Bulletin (PSB) No. 24-2:

**Revision 1:** Replace page 5R with page 5RR, page A-3 with page A-3R. To add the prequalification category for Special Plans (Lighting: Typical) that may be met through a subconsultant and provide a revised DBE goal.

**Revision 2:** Replace page A-5 with page A-5R to revise the item description.

Included with this Addendum is the Pre-Proposal Presentation and Attendee list.

**QUESTIONS: The Tollway has received the following questions to PSB 24-2 via the e-Builder SOI Mailbox. The Tollway offers the following responses:**

**Question:** The Exhibit E form does not allow the text to flow in the boxes where you are to describe the Protégé's needs and Mentor support (B. and C.). Therefore, it does not show the whole explanation. Will a new form be uploaded to the Tollway site for easier use?

**Answer:** Exhibit E has been updated and is available on the Tollway's website.

**Question:** If two firms have entered into a Teaming Agreement for two different items, with different Prime leads for each item, should they request separate e-Builder logins, or can they use the same team login e-Builder credentials to submit both SOIs? Ex: Firm A leads on one item (w/ Firm B as Non-Leading Prime) and Firm B leads on the other (w/ Firm A as Non-Leading Prime) using the same e-Builder team login.

**Answer:** Reference Section 2.8 Teaming Agreement and Section 3.4 Submittal Instructions. Separate SOI Team Firm Name Codes and logins are required for each unique Team including teams with different team leads.

**Question:** Regarding Item 3, can the third bullet point be clarified? Will the CM be required to provide MOT plans for the construction contract as part of their scope?

**Answer:** The item description has been updated.

**END OF QUESTIONS**

**NEW TO THIS PSB**

**An optional in person Pre-Proposal Meeting will be held on June 24, 2024 at 1:30 p.m. (CDT).**

## TABLE OF CONTENTS

### PART I: THE SCHEDULE

1.1	CONTACT INFORMATION	3
1.2	OFFICIAL NOTICE	3-4
1.3	ACCEPTANCE OF SCANNED SIGNATURES	4
1.4	PSB ITEM INDEX	5RR
1.5	PSB ITEM DETAILS	A-1R- A-8

### PART II: CONTRACT CLAUSES AND REQUIREMENTS

2.1	CONSULTANT/SUBCONSULTANT CONFLICTS OF INTEREST WITHIN TOLLWAY PROJECTS	6
2.2	INSPECTOR GENERAL	7
2.3	FINANCIAL INFORMATION	7-8
2.4	ILLINOIS TOLLWAY'S CONTRACT PAYMENT POLICY	8
2.5	DISADVANTAGED BUSINESS ENTERPRISE (DBE) PARTICIPATION	8-10
2.6	PARTNERING FOR GROWTH PROGRAM GUIDELINES	10
2.7	STATE OF ILLINOIS VETERAN SMALL BUSINESS PARTICIPATION AND UTILIZATION PLAN	10-11
2.8	TEAMING AGREEMENT	11-12
2.9	MANUALS, PROCESSES AND GUIDELINES	12
2.10	PHASE II: DESIGN ENGINEERING SERVICES	12
2.11	PHASE III: CONSTRUCTION ENGINEERING SERVICES	12-13
2.12	CONSTRUCTION AND QUALITY ASSURANCE CONSULTANTS	13
2.13	QUALITY ASSURANCE PREQUALIFICATION CATEGORY	13
2.14	CLARIFICATION OF QUALITY CONTROL/QUALITY ASSURANCE REQUIREMENTS	13-14
2.15	CONSULTANT CONTRACT FORMS	14
2.16	SELF-PERFORMANCE	14

### PART III: REPRESENTATIONS AND INSTRUCTIONS

3.1	SELECTION CRITERIA	15
3.2	SCHEDULE FOR CONSULTANT SELECTION	16
3.3	GUIDELINES FOR SUBMITTING SOI	16-18
3.4	SUBMITTAL INSTRUCTIONS	18-23
3.5	DISCLOSURES AND CERTIFICATIONS	24
3.6	PROTEST PROCEDURE	25
3.7	USEFUL LINKS	26
3.8	ILLINOIS EPROCUREMENT BIDBUY NOTICE	26
3.9	INFORMATION ON ACCESSING THE ILLINOIS TOLLWAY WEBSITE	27
3.10	FUTURE PROFESSIONAL SERVICES BULLETIN NOTIFICATIONS	28
3.11	RESERVED	28
3.12	EXCHANGES WITH FIRMS AFTER SOI SUBMISSION	29

# PART I: THE SCHEDULE

## 1.1 CONTACT INFORMATION

Illinois State Toll Highway Authority (ISTHA)  
2700 Ogden Avenue  
Downers Grove, IL 60515

PSB 24-2 Coordinator: [csstaff@getipass.com](mailto:csstaff@getipass.com)

PSB 24-2 Tech Support: [ebuilder@getipass.com](mailto:ebuilder@getipass.com)

PSB 24-2 eBuilder Training: [ebuilder@getipass.com](mailto:ebuilder@getipass.com)

-

## 1.2 24-2 OFFICIAL NOTICE

This Professional Services Bulletin 24-2 (PSB 24-2) is the official notice of needed professional services for the Illinois State Toll Highway Authority (“Illinois Tollway”, “Tollway”), as authorized by the Architectural, Engineering, and Land Surveying Qualifications Based Selection Act, (30 ILCS 535/1, *et seq.*). This PSB contains information pertaining to the advertisement for Statements of Interest (SOI) and is part of the Chief Procurement Officer eProcurement System for the Illinois State Toll Highway Authority. PSB 24-2, including all Exhibits and forms, is available on the Illinois Tollway’s website at: <https://www.illinoistollway.com/doing-business/construction-engineering/bids-bulletins-awards>. Additional information is also posted on the Illinois Chief Procurement Officer’s eProcurement System at: <https://www.bidbuy.illinois.gov/>. For instructions on accessing the Illinois Tollway website, PSB, and Exhibits please refer to the Table of Contents. Instructions on receiving procurement opportunities are included in the “Illinois eProcurement BidBuy Notice” section of this PSB.

### 1.2.1 PSB 24-2 SUMMARY

Information for the e-Builder process for PSB 24-2 can be found in the Public Folder at: <https://app.e-builder.net/public/PublicFolderView.aspx?FolderID={dc0355ee-4323-458e-91b5-547c6655b5f5}>

You will need the following before you can submit an SOI in e-Builder:

- e-Builder resources, including PSB SOI user manual, FAQ file, and videos (see Public Folder link above)
- Webinar Training (see Section 3.7 Useful Links for training webinar registration link)
- e-Builder Login ID (see Section 3.4 Submittal Instructions)
- Firm Code Name (see Section 3.4 Submittal Instructions)

**An optional Pre-Proposal meeting will be held on Monday, June 24, 2024 at 1:30 p.m. at The Westin Chicago Lombard, 70 Yorktown Ctr, Lombard, IL 60148.**

[Register Here](#)

All questions related to this PSB must be submitted electronically through the e-Builder SOI Mailbox at [PSB\\_24-2.01\\_Questions\\_and\\_RFIs@docs.e-builder.net](mailto:PSB_24-2.01_Questions_and_RFIs@docs.e-builder.net) no later than **June 27, 2024 at 4:30:00 pm (CT)**. The subject line should read: PSB 24-2 Question. Answers will be addressed via an Addendum published on the Tollway website and the Illinois eProcurement site, BidBuy. For e-Builder technical questions, please contact the e-Builder PSB Tech Support: [ebuilder@getipass.com](mailto:ebuilder@getipass.com).

This is not an invitation for bids. Consultants properly prequalified for the projects listed herein may indicate their desire to be considered for selection by submitting an SOI to the Illinois Tollway via the e-Builder PSB 24-2 SOI process.

The Illinois Tollway follows the Qualifications Based Selection (QBS) process mandated by Illinois statute (30 ILCS 535): Architectural, Engineering, and Land Surveying Qualifications Based Selection Act for selecting qualified Consultants under this PSB.

### **1.3 ACCEPTANCE OF SCANNED SIGNATURES**

Unless otherwise specified, the parties agree that proposals, contracts, certifications and disclosures, and other contract related documents to be entered into in connection with the resulting contract will be considered signed when the signature of a party is delivered by scanned image (e.g. .pdf or .tiff file extension name) as an attachment to the e-Builder PSB SOI process. Such scanned signature will be treated in all respects as having the same effect as an original signature.

1.4 PROFESSIONAL SERVICES BULLETIN NO. 24-2 ITEM INDEX

No.	Project No. / County	Description	Page No.
1	I-24-4961 DuPage County	<b>Veterans Memorial Tollway (I-355) at Reagan Memorial Tollway (I-88) Interchange Improvements, Phase I Engineering Services</b>	A-1R thru A-2R
2	I-24-4960 Systemwide	<b>Systemwide, Planning Studies Upon Request</b> On-call, and as-needed Planning Services	A-3R thru A-4
3	RR-24-4957 Winnebago, Boone, McHenry, and Kane Counties	<b>Jane Addams Memorial Tollway (I-90), Pavement and Structural Preservation, Kishwaukee River (MP 18.3) to Randall Road (MP 52.2), Construction Management Services</b>	A-5R
4	I-24-4958 Will, DuPage and Cook Counties	<b>Tri-State Tollway (I-294) Plaza Improvements, Construction Management Services</b>	A-6
5	I-24-4959 Kane and DuPage Counties	<b>Reagan Memorial Tollway (I-88) Plaza Improvements, Construction Management Services</b>	A-7
6	RR-24-9296 Systemwide	<b>Systemwide, Construction Management Services Upon Request.</b> On-call and as-needed Construction Management Services	A-8

## 1.5 PSB ITEM DETAILS

### 1.5.1 Item 1: I-24-4961, Veterans Memorial Tollway (I-355) at Reagan Memorial Tollway (I-88) Interchange Improvements, Phase I Engineering Services

This project has a 21% D/M/WBE participation goal and 3% VOSB participation goal.

Phase I engineering services are required for performing Master Planning studies for interchange improvements. The project limits are anticipated to be as follows:

- Veterans Memorial Tollway (I-355) from 63<sup>rd</sup> Street (Mile Post 17.2) to Butterfield Road/Illinois Route 56 (Mile Post 22.6)
- Reagan Memorial Tollway (I-88) from Naperville Road (Mile Post 127.6) to Highland Avenue (Mile Post 134.3)
- System interchange ramps that connect I-355 and I-88 as well as service interchange ramps that connect with other roadways within the above referenced limits.

The project is located in DuPage County, Illinois.

The Tollway may adjust the project limits and project scope to more accurately reflect field conditions.

The scope of Phase I services generally encompasses system interchange studies and the scope of improvements is anticipated to include, but not be limited to, the following items:

- Widening/rehabilitation of existing mainline and ramp pavements
- Rehabilitation/reconstruction/widening of existing bridges
- Retaining wall and noise abatement wall construction
- New drainage structure installation and modification of existing drainage systems
- Roadway lighting installation
- Signing and pavement marking improvements
- Erosion and sediment control installation
- Maintenance of traffic

The scope of Phase I services is anticipated to include the following:

- Geotechnical services
- Earthwork management plan development at pre-concept (15%) level of completion
- Investigate environmental and stormwater management impacts
- Barrier warrant analysis preparation
- Preparing pre-concept alternative concepts for Maintenance of Traffic for the mainline toll highways and local facilities
- Performing Railroad impact evaluation and associated studies
- Utility conflict and mitigation evaluation
- Coordination and outreach with agencies and area stakeholders
- Evaluation of right-of-way needs based on alternatives
- All other appurtenant and miscellaneous items

The following ramps are located within the project limits and are associated with the Phase I engineering services:

- Northbound I-355 to Eastbound I-88
- Northbound I-355 to Westbound I-88
- Westbound I-88 to Southbound I-355
- Eastbound I-88 to Southbound I-355
- Eastbound I-88 to Ogden Avenue
- Southbound I-355 to Ogden Avenue
- Ogden Avenue to Westbound I-88
- Maple Avenue to Northbound I-355
- Northbound IL 53 to Eastbound I-88



The following structures are located within the project limits and are associated with the Phase I engineering services:

- Multiple retaining walls, including several along Northbound I-355 from Maple Avenue to north of the Burlington Northern Santa Fe (BNSF) Railroad (RR) bridge, along Southbound I-355 from Finley Road to I-88, and along Southbound I-355 from Ogden Avenue to Maple Avenue
- Northbound I-355 to I-88 ramp bridge over Ogden Avenue
- Northbound I-355 to Westbound I-88 ramp bridge over I-355 to Westbound I-88 ramp
- I-88 over the Northbound I-355 to Westbound I-88 ramp bridge
- Eastbound I-88 to Southbound I-355 ramp bridge over the Southbound I-355 to Ogden Avenue ramp
- Northbound and Southbound I-355 bridges over Hitchcock Ave
- Northbound and Southbound I-355 bridges over St Joseph's Creek
- Northbound and Southbound I-355 bridges over BNSF RR
- Additional bridges and retaining walls as needed

Construction Estimate: Category G

The Prime Consultant must be prequalified by IDOT in the following categories:

**Location Design Studies (New Construction/Major Reconstruction)**  
**Highways (Freeways)**  
**Structures (Highway: Complex)**  
**Environmental Reports (Environmental Assessment)**  
**Special Studies (Location Drainage)**  
**Special Services (Surveying)**  
**Special Plans (Lighting: Complex)**

The Tollway will allow a Prime consultant to meet the prequalification category requirements for Environmental Reports (Environmental Assessment), Special Studies (Location Drainage), Special Services (Surveying), and Special Plans (Lighting: Complex) through a subconsultant(s).

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

- Project Manager (must be an Illinois Licensed Professional Engineer).
- Project Engineer, that individual in charge who is directly involved in the development of the contract documents (must be an Illinois Licensed Professional Engineer).
- Roadway designer, who will be responsible for roadway design related issues (must be an Illinois Licensed Professional Engineer).
- Structural designer, who will be responsible for structural design related issues (must be an Illinois Licensed Structural Engineer).
- Drainage designer, who will be responsible for drainage design related issues (must be an Illinois Licensed Professional Engineer).
- The Environmental Lead (EL), who will be responsible with coordinating the DSE team's environmental studies.
- QC/QA reviewer of all milestone submittals, who must be an Illinois Licensed Professional Engineer for roadway elements, or an Illinois Licensed Structural Engineer for structural elements.

Schedule: This project is scheduled to start in 2024. The substantial completion date for this project will be approximately 60 months after authorization to proceed.

The Consultant must have MicroStation capabilities. All final documents shall be submitted in hard copy and electronic format, including a 3-D Model, and follow the CADD Standards Manual. This project will be managed through the Tollway's web-based project management system. The Consultant will be required to participate in these procedures and will receive training on the system. The Tollway will furnish the Consultant with guidelines for the Consultant's Quality Program (CQP). The CQP is due fourteen (14) days after Notice to Proceed. The Consultant who is selected for this project will be notified and scheduled to attend a scope briefing with the Illinois Tollway.

### 1.5.2 Item 2: I-24-4960, Systemwide, Planning Studies Upon Request

This project has a 22% D/M/WBE participation goal and 3% VOSB participation goal.

Planning studies and engineering services are required for various improvements throughout the system including interstate access improvements along the Reagan Memorial Tollway (I-88) from U.S. Route 30/Rock Falls Road (Mile Post 44.2) to Illinois Route 56 (Mile Post 113.3). Task orders under the blanket agreement will be negotiated and authorized by the Tollway on an as-needed basis. Typical tasks will include engineering studies and other engineering services as required and may include, but not be limited to:

- Feasibility Studies, Master Plan Studies and/or Concept Reports for existing interchanges and for potential new interchanges. The work may involve preparing studies related to geometrics, drainage, construction staging, interchange alternatives analyses, and all other appurtenant and miscellaneous items.
- Toll Plaza Studies for potential modification or redevelopment of existing toll plazas or for construction of new toll plazas if necessary to efficiently toll all existing and future vehicle trips.
- Environmental studies and resource analysis of wetlands, biological resources, public lands, stormwater management, ground and surface water, cultural and social resources, noise, air, hazardous/special waste, land use, zoning, etc.
- Topographical survey.
- Evaluation of public utility, fiber, electrical systems for ramp and intersection lighting
- On call and as-needed work related to the Tollway system.

The upper limit of compensation will be set at \$3,000,000.00 to be authorized for use as individual projects are needed.

The Prime Consultant must be prequalified by IDOT in the following categories:

**Location/Design Studies (New Construction/Major Reconstruction)**  
**Highways (Freeways)**  
**Structures (Highway: Typical)**  
**Environmental Reports (Environmental Assessment)**  
**Special Studies (Location Drainage)**  
**Special Services (Surveying)**  
**Special Studies (Traffic Studies)**  
**Special Studies (Feasibility)**  
**Special Plans (Lighting: Typical)**

The Tollway will allow a Prime Consultant to meet the prequalification category requirements for Structures (Highway: Typical), Environmental Reports (Environmental Assessment), Special Studies (Location Drainage), Special Services (Surveying), Special Studies (Traffic Studies), Special Studies (Feasibility), and Special Plans (Lighting: Typical) through a subconsultant(s).

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

- Project Manager (must be an Illinois Licensed Professional Engineer)
- Project Engineer, who is directly involved in the development of the contract documents (must be an Illinois Licensed Professional Engineer)
- Roadway designer, who will be responsible for roadway design related issues (must be an Illinois Licensed Professional Engineer)
- Drainage designer, who will be responsible for drainage design related issues (must be an Illinois Licensed Professional Engineer)
- Traffic analyst, who will be responsible for traffic analysis
- External coordinator, who will be responsible for leading external coordination
- Environmental analyst, who will be responsible for environmental analysis
- QC/QA reviewer of all milestone submittals, who must be an Illinois Licensed Professional Engineer for roadway elements, or an Illinois Licensed Structural Engineer for structural elements.

Schedule: This project is scheduled to start in 2024. The substantial completion date for this project will be approximately 60 months after authorization to proceed.

The Consultant must have MicroStation capabilities. All final documents shall be submitted in hard copy and electronic format, including a 3-D Model, and follow the CADD Standards Manual. This project will be managed through the Tollway's web-based project management system. The Consultant will be required to participate in these procedures and will receive training on the system. The Tollway will furnish the Consultant with guidelines for the Consultant's Quality Program (CQP). The CQP is due fourteen (14) days after Notice to Proceed. The Consultant who is selected for this project will be notified and scheduled to attend a scope briefing with the Illinois Tollway.

### 1.5.3 Item 3: RR-24-4957, Jane Addams Memorial Tollway (I-90), Pavement and Structural Preservation, Kishwaukee River (MP 18.3) to Randall Road (MP 52.2), Construction Management Services

This project has a 33% D/M/WBE participation goal and 3% VOSB participation goal.

Phase III engineering services are required for the construction inspection and supervision for proposed roadway and bridge preservation and rehabilitation on the Jane Addams Memorial Tollway (I-90) between Kishwaukee River (MP 18.3) and Randall Road (MP 52.2) in Winnebago, Boone, McHenry, and Kane Counties, Illinois.

The work generally encompasses roadway and bridge repair and rehabilitation from Mile Post 18.3 to Mile Post 52.2, and shall include but not be limited to the following:

- Rehabilitation of existing mainline and ramp pavements
- Preservation of existing bridges
- All other appurtenant and miscellaneous items

Coordination as well as proactive and continuous communication with all project stakeholders will be required.

The Consultant will perform on-site inspection, review layout of contract work, provide geotechnical inspection and testing, prepare records, maintain documentation, submit pay estimates and any other duties requiring the services of an engineer to complete this project on a timely basis and in accordance with Tollway specifications. The Consultant may be required to review pre-final contract documents submitted to the Tollway. The Consultant must complete and submit final measurements, calculations and final contract documents to the Tollway no later than six (6) weeks after completion of punchlist work for the project.

Construction Estimate: Category A

Firms must be prequalified by IDOT in the following categories:

**Special Services (Construction Inspection)  
Structures (Highway: Typical)**

The Tollway will allow a Prime Consultant to meet the prequalification category requirement for Structures (Highway: Typical) through a subconsultant.

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

- Project Manager (must be an Illinois Licensed Professional Engineer).
- Resident Engineer
- Materials Coordinator
- Document Technician (The person actively performing the documentation on the project must possess a current IDOT Construction Document certificate. Include the Documentation Certificate Number for IDOT.)
- Materials QA Technician

For definitions and requirements please see the Illinois Tollway Construction Manager's manual found on the Illinois Tollway website at:

<https://www.illinoistollway.com/documents/20184/238197/C1+Construction+Managers+Manual+Mar2023.pdf/c1d20972-3408-4de3-8e95-236a13698501?version=4.7&t=1677806326768&download=true>

Schedule: This project is scheduled to start in 2025. The substantial completion date for this project will be approximately 18 months after authorization to proceed.

The Consultant must have MicroStation capabilities. All final documents shall be submitted in hard copy and electronic format per Tollway manuals and standards. This project will be managed through the Tollway's web-based project management system. The Consultant will be required to participate in these procedures and will receive training on the system. The Tollway will furnish the Consultant with guidelines for the Consultant's Quality Program (CQP). The CQP is due fourteen (14) days after Notice to Proceed. The Consultant who is selected for this project will be notified and scheduled to attend a scope briefing with the Illinois Tollway.

#### 1.5.4 Item 4: I-24-4958, Tri-State Tollway (I-294) Plaza Improvements, Construction Management Services

This project has a 33% D/M/WBE participation goal and 3% VOSB participation goal.

Phase III engineering services are required for the construction inspection and supervision for plaza improvements on the Tri-State Tollway (I-294) from 159<sup>th</sup> Street (MP 6.3) to Golf Road (MP 45.2) in Will, DuPage and Cook Counties, Illinois.

The improvements include removal of existing toll plaza infrastructure, including barriers and overhead canopies, and replacement with a barrier free toll plaza with all electronic toll collection equipment to improve traffic and tolling operations.

The Consultant will perform on-site inspection, review layout of contract work, provide geotechnical inspection and testing, prepare records, maintain documentation, submit pay estimates and any other duties requiring the services of an engineer to complete this project on a timely basis and in accordance with Tollway specifications. The Consultant may be required to review pre-final contract documents submitted to the Tollway. The Consultant must complete and submit final measurements, calculations and final contract documents to the Tollway no later than six (6) weeks after completion of punchlist work for the project.

The following plazas on I-294 are included in this project:

- Plaza No. 40 at 159<sup>th</sup> Street
- Plaza No. 38 at 95<sup>th</sup> Street
- Plaza No. 34 at 75<sup>th</sup> Street
- Plaza No. 28 at Golf Road

Construction Estimate: Category B

Firms must be prequalified by IDOT in the following category:

- **Special Services (Construction Inspection)**
- **Special Services (Electrical Engineering)**

The Tollway will allow a Prime Consultant to meet the prequalification category requirement for Special Services (Electrical Engineering) through a subconsultant.

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

- Project Manager (must be an Illinois Licensed Professional Engineer)
- Resident Engineer
- Materials Coordinator
- Document Technician (The person actively performing the documentation on the project must possess a current IDOT Construction Document certificate. Include the Documentation Certificate Number for IDOT.)
- Materials QA Technician

For definitions and requirements please see the Illinois Tollway Construction Manager's manual found on the Illinois Tollway website at:

<https://www.illinoistollway.com/documents/20184/238197/C1+Construction+Managers+Manual+Mar2023.pdf/c1d20972-3408-4de3-8e95-236a13698501?version=4.7&t=1677806326768&download=true>

Schedule: This project is scheduled to start in 2025. The substantial completion date for this project will be approximately 24 months after authorization to proceed.

The Consultant must have MicroStation capabilities. All final documents shall be submitted in hard copy and electronic format, including a 3-D Model, and follow the CADD Standards Manual per Tollway manuals and standards. All CADD file documents shall be required to contain all record drawing modifications. This project will be managed through the Tollway's web-based project management system. The Consultant will be required to participate in these procedures and will receive training on the system. The Tollway will furnish the Consultant with guidelines for the Consultant's Quality Program (CQP). The CQP is due fourteen (14) days after Notice to Proceed. The Consultant who is selected for this project will be notified and scheduled to attend a scope briefing with the Illinois Tollway.

### 1.5.5 Item 5: I-24-4959, Reagan Memorial Tollway (I-88) Plaza Improvements, Construction Management Services

This project has a 33% D/M/WBE participation goal and 3% VOSB participation goal.

Phase III engineering services are required for the construction inspection and supervision for plaza improvements on the Reagan Memorial Tollway (I-88) from Orchard Road (MP 114.4) to Highland Road (MP 133.7) in Kane and DuPage Counties, Illinois.

The improvements include removal of existing toll plaza infrastructure, including barriers and overhead canopies, and replacement with a barrier free toll plaza with all electronic toll collection equipment to improve traffic and tolling operations.

The Consultant will perform on-site inspection, review layout of contract work, provide geotechnical inspection and testing, prepare records, maintain documentation, submit pay estimates and any other duties requiring the services of an engineer to complete this project on a timely basis and in accordance with Tollway specifications. The Consultant may be required to review pre-final contract documents submitted to the Tollway. The Consultant must complete and submit final measurements, calculations and final contract documents to the Tollway no later than six (6) weeks after completion of punchlist work for the project.

The following plazas on I-88 are included in this project:

- Plaza No. 64 at Orchard Road
- Plaza No. 63 at U.S. Route 31
- Plaza No. 59 at Farnsworth Avenue
- Plaza No. 58 at Winfield Road
- Plaza No. 57 at Naperville Road
- Plaza No. 56 at Highland Road

Construction Estimate: Category B

Firms must be prequalified by IDOT in the following category:

- **Special Services (Construction Inspection)**
- **Special Services (Electrical Engineering)**

The Tollway will allow a Prime Consultant to meet the prequalification category requirement for Special Services (Electrical Engineering) through a subconsultant.

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

- Project Manager (must be an Illinois Licensed Professional Engineer)
- Resident Engineer
- Materials Coordinator
- Document Technician (The person actively performing the documentation on the project must possess a current IDOT Construction Document certificate. Include the Documentation Certificate Number for IDOT.)
- Materials QA Technician

For definitions and requirements please see the Illinois Tollway Construction Manager's manual found on the Illinois Tollway website at:

<https://www.illinoistollway.com/documents/20184/238197/C1+Construction+Managers+Manual+Mar2023.pdf/c1d20972-3408-4de3-8e95-236a13698501?version=4.7&t=1677806326768&download=true>

Schedule: This project is scheduled to start in 2025. The substantial completion date for this project will be approximately 24 months after authorization to proceed.

The Consultant must have MicroStation capabilities. All final documents shall be submitted in hard copy and electronic format, including a 3-D Model, and follow the CADD Standards Manual per Tollway manuals and standards. All CADD file documents shall be required to contain all record drawing modifications. This project will be managed through the Tollway's web-based project management system. The Consultant will be required to participate in these procedures and will receive training on the system. The Tollway will furnish the Consultant with guidelines for the Consultant's Quality Program (CQP). The CQP is due fourteen (14) days after Notice to Proceed. The Consultant who is selected for this project will be notified and scheduled to attend a scope briefing with the Illinois Tollway.

### 1.5.6 Item 6: RR-24-9296, Systemwide, Construction Management Services Upon Request

This project has a 33% D/M/WBE participation goal and 3% VOSB participation goal.

Phase III engineering services are required for the construction inspection and supervision at selected locations on the Tollway system. Task orders under the blanket agreement will be negotiated and authorized by the Tollway on an as-needed basis. Typical tasks will include projects that are required for the Tollway system, and may include, but not be limited to the following projects:

1. Pavement marking installation
2. Signing improvements
3. Roadway Job Order Contracting
4. Facility Improvements
5. On call and as-needed work related to the Tollway System.

The upper limit of compensation will be set at \$3,000,000.00 to be authorized for use as individual projects are needed.

The Consultant will perform on-site inspection, review layout of contract including design changes, provide geotechnical inspection and testing, prepare records, maintain documentation, submit pay estimates, and change orders and any other duties requiring the services of an engineer to complete this project on a timely basis and in accordance with Tollway specifications. The Consultant may be required to review and make comments on Pre-Final Design Plans submitted to the Tollway for constructability. The Consultant must complete and submit final measurements, calculations, and final contract documents to the Tollway no later than six (6) weeks after completion of Punch List for the project.

The Prime Consultant must be prequalified by IDOT in the following category:

#### **Special Services (Construction Inspection)**

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

- Project Manager (must be an Illinois Licensed Professional Engineer)
- Resident Engineer
- Materials Coordinator
- The Document Technician (The person actively performing the documentation on the project must possess a current IDOT Construction Document certificate. Include the Documentation Certificate Number for IDOT.)
- Materials QA Technician

For definitions and requirements please see the Illinois Tollway Construction Managers manual found on the Illinois Tollway website at:

<https://www.illinoistollway.com/documents/20184/238197/C1+Construction+Managers+Manual+Mar2023.pdf/c1d20972-3408-4de3-8e95-236a13698501?version=4.7&t=1677806326768&download=true>

Schedule: This project is scheduled to start in 2024. The substantial completion date for this project will be approximately 60 months after authorization to proceed.

The Consultant must have MicroStation capabilities. All final documents shall be submitted in hard copy and electronic format, including a 3-D Model, and follow the CADD Standards Manual. This project will be managed through the Tollway's web-based project management system. The Consultant will be required to participate in these procedures and will receive training on the system. The Tollway will furnish the Consultant with guidelines for the Consultant's Quality Program (CQP). The CQP is due fourteen (14) days after Notice to Proceed. The Consultant who is selected for this project will be notified and scheduled to attend a scope briefing with the Illinois Tollway.

## **PART II: CONTRACT CLAUSES AND REQUIREMENTS**

### **2.1 CONSULTANT /SUBCONSULTANT CONFLICTS OF INTEREST WITHIN TOLLWAY PROJECTS**

Professional engineering services performed under contracts with the Illinois Tollway shall be performed in accordance with the highest standards of professional behavior and highest principles of ethical conduct. Such services must be provided with honesty, impartiality, fairness and equity and must be dedicated to the protection of public health, safety and welfare.

Prime Consultants submitting a Statement of Interest (SOI) shall disclose any known or potential conflicts of interest the Prime Consultants may have.

The selected Prime Consultant shall be required to submit a Consultant Quality Program (CQP) to the Illinois Tollway, which shall be subject to approval by the Illinois Tollway. As part of the CQP, Prime Consultants shall identify any known or potential conflicts of interest, including any known or potential conflicts of interest identified by any of their Subconsultants. The CQP also shall outline the plan for monitoring known conflicts and identifying potential conflicts through the duration of the contract, as well as describe, in detail, procedures relative to ethical screens and other procedures for mitigating conflicts. If additional conflicts of interest or potential conflicts of interest are identified during the administration of the contract, the Prime Consultant will be required to submit an updated CQP.

Periodically, the Illinois Tollway solicits Professional Services for foundational contracts, which include the Program Management Office (PMO), Consulting Engineer (CE), and Traffic Engineer (TE) contracts. The overarching engineering services provided pursuant to foundational contracts involve all or the majority of all other Illinois Tollway Professional Services contracts, and the foregoing provisions of this Section 2.1 are fully applicable to the PMO, CE and TE contracts.

Foundational contracts prohibit the PMO, CE and TE from performing new services for the Illinois Tollway during the pendency of the respective PMO, CE, or TE contract (including extensions). "New services" as used herein includes, but is not limited to, work or services awarded to a person or entity not affiliated with the PMO, CE, or TE that, subsequent to the award of the PMO, CE, or TE contract, is acquired, becomes controlled by or otherwise becomes affiliated with the PMO, CE, or TE. The PMO, CE, and TE are required to notify the Illinois Tollway, in advance, of any such acquisition, assumption of control or affiliation.

Notwithstanding the provisions of the CQP or any other provisions of this Section 2.1, the Illinois Tollway reserves the right to assess and require appropriate corrective action, as determined by the Illinois Tollway, relative to any conflict or potential conflict issues involving a professional firm, professional individual, PMO, CE, or TE. Relative to conflicts and potential conflicts, Prime Consultants must be responsive to the Illinois Tollway so that appropriate steps can be taken to mitigate any such circumstances.

Consistent with the foregoing, professional firms should conduct their operations using common sense and professional judgment. Professional firms should not place their firms in inappropriate situations or create any unfair advantage for their firms.

This notice is not intended to address any potential conflicts of interest ruled upon by the Chief Procurement Officer and/or the Procurement Policy Board under the Illinois Procurement Code (30 ILCS 500/1, et seq.). Violations of this Section may result in termination of contracts for cause or the Illinois Tollway declining to award work, projects or contracts.



**2.2 INSPECTOR GENERAL**

The Vendor hereby acknowledges that pursuant to Section 8.5 of the Toll Highway Act (605 ILCS 10/8.5) the Inspector General of the Illinois State Toll Highway Authority (“OIG”) has the authority to conduct investigations into certain matters including but not limited to allegations of fraud, waste and abuse, and to conduct reviews. The Vendor agrees that it will fully cooperate in any OIG investigation or review and shall not bill the Illinois Tollway for such time. Cooperation includes, but is not limited to, providing access to all information and documentation related to the goods/services described in any Agreement entered into in connection with this PSB, and disclosing and making available all personnel involved or connected with these goods/services or having knowledge of these goods/services. All Prime Consultants must inform Subconsultants of this provision and their duty to similarly comply and cooperate with any OIG investigation or review.

**2.3 FINANCIAL INFORMATION**

**2.3.1 DIRECT LABOR MULTIPLIER**

The Direct Labor Multiplier to be used on projects advertised in the PSB is as follows:

Phase I and II (Studies, Design, and Survey)	2.8
Phase III (Construction Management)	2.8
Project Staff at Illinois Tollway Facilities	2.5

- The 2.5 multiplier applies to contracts with personnel permanently assigned to an Illinois Tollway facility, such as the Central Administration Building (CA). The 2.5 multiplier does not pertain to personnel assigned to construction field offices for Phase III (Construction Management).

The Direct Labor Multiplier for specialty engineering services, such as Aerial Mapping and LiDAR, will be based upon the firm’s current overhead determined during initial contract negotiations between Tollway and Consultant.

**2.3.2 OTHER CONTRACTING METHODS**

The Illinois Tollway, in its sole discretion, may consider, when it is in the best interest of the Illinois Tollway, other payment methodologies in lieu of the Direct Labor Multiplier. Other considerations include “flat rate” or “lump sum” methodology that would be further defined at the time of negotiations between Tollway and Consultant. Other payment methodologies could negate or alter section 2.3.1 Direct Labor Multiplier.

**2.3.3 ESTIMATED CONSTRUCTION COST OF PROJECTS**

The estimated construction cost of each project is presented in the following categories or may be specific to a project detail. This is to assist the Vendor in determining the relative size of the project. The construction cost category will be included in each Item. The categories are:

CATEGORY	ESTIMATED CONSTRUCTION COSTS
A	\$0M - \$ 25M
B	\$ 25M - \$ 50M
C	\$ 50M - \$ 75M
D	\$ 75M - \$ 100M
E	\$ 100M - \$150M
F	\$150M-\$200M
G	>\$200M

### 2.3.4 ALLOWABLE DIRECT COSTS

The Allowable Direct Cost and Allowable Direct Cost –Construction Inspection lists are available on the Illinois Tollway's website at:

<https://www.illinoistollway.com/doing-business/construction-engineering/forms>

**The Illinois Tollway will allow the Vendor to negotiate their Direct costs and bill as a lump sum on the contract.**

### 2.4 ILLINOIS TOLLWAY'S CONTRACT PAYMENT POLICY

The Illinois Tollway will not issue payments under contracts for costs incurred during the preceding calendar year if any invoice for that work is received after February 28th of the subsequent fiscal year. This policy enables the Illinois Tollway to close its financial books both on time and accurately. To meet the requirements of Generally Accepted Accounting Principles and those of the Illinois Auditor General and external auditors, the Illinois Tollway must account for all of its expenditures for a given calendar year before the end of the subsequent February. This policy includes payment of any "re-bill" issues that may arise. The Illinois Tollway is unable to make any payments for work in a given calendar year if it has not been properly invoiced to the Illinois Tollway by February 28th of the following year.

### 2.5 DISADVANTAGED BUSINESS ENTERPRISE (DBE) PARTICIPATION

The Illinois Tollway hereby notifies all respondents that it will affirmatively ensure that in any contract entered into pursuant to this solicitation, disadvantaged, minority, women-owned business and Small Business Administration (SBA) 8(a) enterprises are encouraged to submit a SOI response to this invitation and/or to participate in the advertised Disadvantaged Business Enterprise (DBE) goal of the work to be performed under the contract as a Subconsultant.

**Any agreement between a Prime Consultant and a DBE or other Subconsultant in which the Prime Consultant requires that the Subconsultant not provide professional services proposals to other vendors is prohibited.**

To qualify as an eligible DBE, the firm must be currently certified by one of the following agencies currently participating in either (A) the Illinois Unified Certification Program (IL UCP); (B) the City of Chicago, Illinois; or (C) the County of Cook, Illinois, as a Minority or Women-Owned Business ("M/WBE") pursuant to their M/WBE programs; or (D) it must be currently participating in the Small Business Administration SBA 8(a) Program. A DBE is considered to have current certification if the firm is listed in the directory database of the pertinent certifying agency:

- IL UCP - Illinois Department of Transportation (IDOT)
- IL UCP - Chicago Transit Authority (CTA)
- IL UCP - PACE
- IL UCP - METRA
- IL UCP - City of Chicago
- City of Chicago – M/WBE
- Cook County, Illinois – M/WBE
- Small Business Administration SBA 8(a)

**Each DBE firm utilized must be listed in a certifying agency's database at the time of the expiration of the extended documentation period, if utilized, as described below to be considered acceptable. Please provide proof of certification (example: letter) with your SOITEAM submittal (Certifications are to be included as attachments to Exhibit F – VOSB Letter of Intent and Exhibit H DBE Letter of Intent). Certification letters must be current, and DBE and VOSB vendor's scope(s) of work stated in the SOI and Letter of Intent (LOI) must match the area(s) of specialty specified in the DBE's or VOSB's certification letter. Failure to provide the required DBE/VOSB participation/utilization information in the SOITEAM may result in the SOI being deemed non-responsive.**

You can view/print and download the most current listing of DBE firms at:

- IDOT's web site: <https://webapps1.dot.illinois.gov/UCP/ExternalSearch>
- City of Chicago's web site: <https://chicago.mwdbe.com/>
- County of Cook, Illinois' web site: <https://cookcounty.diversitycompliance.com/>
- Small Business Administration's SBA 8(a) web site: <https://dsbs.sba.gov/>

If a Vendor cannot obtain sufficient DBE commitments to meet the contract goal, the Vendor must document its good faith efforts to meet the goal, including any DBE participation secured, and request a partial or full waiver of the contract goal. Demonstrating good faith efforts means that the Vendor must show that all necessary and reasonable steps were taken to achieve the contract goal, meaning those steps that could be reasonably expected to obtain sufficient DBE participation. Mere pro forma efforts are not good faith efforts, and the documentation must be supported by backup evidencing contact attempts and results made by the Vendor to DBE firms. Vendors should not submit pricing information received from DBE firms with the good faith efforts documentation.

Examples of good faith efforts and the contact log are available in the List of Documents, Exhibit F, Section 7.10 of the State of Illinois Veteran Small Business Participation and Utilization Plan and in Exhibit H, Section 6.5 of the Tollway DBE Participation, Utilization Plan and Letter of Intent for Professional Services.

For "Upon Request" projects: the Illinois Tollway may consider a goal adjustment or waiver request if and when a task order is issued for an upon request project which provides a detailed scope of work and the awarded Vendor requests an adjustment when it submits a proposal to complete the task order.

**Extended Documentation Period for Vendors with a Technical Issue as determined by the Illinois Tollway related to the DBE and VOSB Commitment Made on a SOI:**

**All required DBE/VOSB documentation must be completed to the fullest extent possible and submitted with the SOI, including the signed DBE/VOSB Letters of Intent (LOI) and SOITEAM. The SOITEAM data will take precedence.**

**NOTE: the percentage inserted in the SOITEAM will take precedence over any other percentage inserted in the LOI data in the event of a discrepancy.**

Each Consultant submitting a SOI who has a DBE/VOSB commitment with a technical issue as determined by the Illinois Tollway related to DBE/VOSB participation that is identified during initial review of a SOI by the Illinois Tollway shall be allowed, upon an email notification from the Illinois Tollway, an extended documentation period which will extend until 5:00 pm CT on the second business day after the day the notification is sent (e.g. if a Consultant is notified on Monday, extended documentation period concludes on Wednesday at 5:00 pm).

The extended documentation period allows a Consultant solely to correct their initial SOITEAM data to add or adjust DBE/VOSB participation to:

- Meet or exceed the initial DBE/VOSB commitment stated in the SOI, if that initial commitment was above the advertised DBE/VOSB goal, or
- Meet or exceed the goal, if the initial DBE/VOSB commitment stated in the SOI was below the advertised DBE/VOSB goal.

The Consultant shall submit updated SOITEAM data and LOI if additional or adjusted DBE/VOSB participation is secured by the end of the extended documentation period.

Under no circumstances is a Consultant allowed to remove, replace or reduce the DBE/VOSB participation of a certified DBE/VOSB firm listed in the initial LOI and SOITEAM data without prior written consent of Illinois Tollway. Increases to DBEs/VOSBs listed in the initial LOI and SOITEAM data are allowed. Under no circumstances is the Consultant allowed to change any documentation unrelated to the correction of the technical issue identified. Any adjustment made to the DBE/VOSB portion of the LOI and SOITEAM data during the extended documentation period must include a brief statement describing the revision(s) with resubmittal of the LOI and SOITEAM data. Any other changes to the original SOI will not be accepted.

## **Illinois Tollway Disclaimer Statement: Disadvantaged Business Enterprises (DBE) Directory, City of Chicago or Cook County, Illinois Minority and Women-Owned Business (M/WBE) Directories, or Small Business Administration SBA 8(a) Directory**

Firms listed in either the Illinois Unified Certification Program (IL UCP) Disadvantaged Business Enterprises Directory or the City of Chicago Minority and Women-Owned Business Directory have been certified as a Disadvantaged Business Enterprise (DBE) by one of the IL UCP participating agencies (Illinois Department of Transportation, City of Chicago, Chicago Transit Authority, Metra and Pace) or by the City of Chicago. Firms listed in the County of Cook, Illinois M/WBE Directory have been certified as Minority or Women Owned Business Enterprises by the County of Cook, Illinois. Firms listed in the Small Business Administration SBA 8(a) Directory have been certified as SBA 8(a) business enterprises by the Small Business Administration.

The criteria, standards and procedures by which certification decisions are made can be obtained from any of the certifying agencies. These directories are to be used as an “informational source only” and the following must be considered:

- Certification does not mean that a firm is in any way prequalified to provide the products and/or services the firm claims it can provide. “Certification” means that the certifying agency has determined, on the basis of information provided and the representations therein, that a business is a bona fide DBE. The certifying agency does not, as a result of any listing, make any representation concerning the ability of any listed firm to perform work in the specialty listed;
- The Illinois Tollway does not, through its use of, and referral to, certification lists, make any representation concerning the ability of any listed firm to perform work in the specialty listed.
- The Illinois Tollway, in awarding a contract, has discretion in determining whether a DBE firm’s listed work categories are eligible to be counted toward the fulfillment of DBE contract goals; and
- It is the responsibility of all vendors to:
  - a) Conduct their own investigation to determine the capability and capacity of the DBE firm(s) to satisfactorily perform the proposed work; and
  - b) Ensure the DBE firm(s) is currently certified. A DBE is considered to have current certification if the firm is listed in the directory database of the pertinent certifying agency.

These directories list the most current certified firms. If there are any questions concerning these directories, please contact the certifying agency.

For more details about DBE utilization/participation, good faith efforts and related documentation requirements, refer to Exhibit H.

## **2.6 PARTNERING FOR GROWTH PROGRAM GUIDELINES (formerly Partnership-Mentor/Protégé Program Guidelines)**

The Partnering for Growth Program and Documents have been updated to include the Reverse DBE\_VOSB P4G Exhibit E and the standard DBE\_VOSB P4G Exhibit E. Both are available on the Illinois Tollway’s Website at:

<https://www.illinoistollway.com/doing-business/diversity-development/programs/partnering-for-growth>

The Partnering for Growth Program applies to both Disadvantaged Business Enterprises (DBE) and Veteran-Owned Small Businesses (VOSBs) firms. Separate Exhibit E’s – Partnering for Growth Program and Reverse Partnering for Growth forms are available for use for either a DBE or VOSB. Vendors may have multiple Partnering for Growth agreements in either the DBE and/or VOSB category(ies) and may have partnerships with both.

## **2.7 STATE OF ILLINOIS VETERAN SMALL BUSINESS PARTICIPATION AND UTILIZATION PLAN**

This solicitation includes specific Veteran Small Business participation goal(s) as specified in each Item detail based on the availability of CEI-certified veteran-owned (VOSB) vendors to perform or provide the anticipated services required by this solicitation. The Veteran Small Business participation goal is applicable as specified

in each Item detail. In addition to the other award criteria established for this solicitation, the Illinois Tollway will award contracts under this PSB to a Vendor that meets the goal or makes good faith efforts to meet the goal. Vendor must submit a Utilization Plan and Letter of Intent with its SOI. Refer to PART III, List of Documents, Exhibits, and Other Attachments, for submittal instructions. As stated in Exhibit F, to qualify as an eligible VOSB the firm must be currently certified, at the time of the Professional Services Bulletin due date, by the State of Illinois Commission on Equity and Inclusion. Registration is available at: <https://ceibep.diversitysoftware.com>

## 2.8 TEAMING AGREEMENT

The action of joining forces with another vendor to submit on a Professional Services Bulletin (PSB) is called Teaming. All former policies and procedures referring to Joint Venture still apply, with Teaming as the name of the effort.

Team SOIs shall comply with the same requirements set forth for individual SOIs, including, but not limited to, the submittal (under the Team's SOI code name) of the SOI, SOITEAM data, Exhibits, and Disclosures. A Team SOI represents a unique submittal and shall not be combined with an individual SOI from the Team Lead or submittals from other, unique teams.

Team members and a Team Leader must clearly be identified with the SOI submittal, and Team Lead shall be considered the Prime Consultant upon selection. A Team Lead can only select one D/M/WBE category but may provide evidence of multiple certifications by attaching any supporting documentation in the attachments tab before submitting. The selection criteria for the Team will include the Team members' prequalification categories, and the sum of the individual firm's work capacity and evaluation history.

The Illinois Tollway requires the Team to **self-perform no less than 40%** of the work, meaning the Team cannot subcontract more than 60% of the project work. The scope of work to be performed by each Team member and its Subconsultants must be clearly defined and leave no room for interpretation in the SOI. Each Team member must make a substantial contribution to the performance of the work being completed by the Team. Factors that may be considered by the Illinois Tollway, in its sole discretion, in determining what constitutes a substantial contribution include, but are not limited to, the number of participants in the Team, the professional qualifications of each member, and the nature of the work being performed.

The Illinois Tollway **DOES NOT** have a form for Teaming Agreements. However, the firms submitting as a Team are required to obtain and submit their Teaming Agreement. A Teaming Agreement, signed by all members, **MUST** be submitted within ten (10) business days after contract negotiations and prior to Board award. The Teaming Agreement will clearly identify the Team members, their percentage interest / share, as well as respective rights and responsibilities. The Teaming Agreement shall further designate a Team Lead who will assume responsibility for invoicing. **The Team may have no more than three participants.**

Each Team member shall procure and maintain separate insurance policies that meet the Illinois Tollway's insurance requirements. The Tollway's standard insurance requirements are set forth in the Vendor Agreement boilerplates (See Illinois Tollway website: <https://www.illinoistollway.com/doing-business/construction-engineering/forms> under Doing Business> Construction and Engineering: Vendor Resources under Vendor Forms). Each Team member will procure and maintain policies that meet the Prime Consultant's required level of coverage and shall indemnify the Team and the Tollway against claims arising from their performance under the Team, as well as agreeing to remain joint and severally liable upon termination of the Project and/or the Team. In the event of the termination of the Team, the insurance and indemnification rights of the Team must be assignable to the Illinois Tollway as a matter of law. Proof of compliance with these requirements must be submitted to the Illinois Tollway prior to issuance of the Illinois Tollway's Notice to Proceed.

Team SOI submittal requirement overview:

- Designate a single point of contact who shall serve as the Team's primary contact with the Illinois Tollway.
- Indicate the Team member responsible for each prequalification category.

- The Team Lead shall submit outstanding work obligations, and Vendor Disclosures (formerly Forms A) or IPG Active Registration Vendor Disclosures (formerly Forms B) (as applicable) for each of the Team members.
- Identify the Team member responsible for invoicing.
- For Exhibit A, plus other required documents specified in the PSB, combine the information for all participating Team members.
- Submit the Teaming Agreement within ten (10) days after contract negotiation and prior to Board award.

A firm planning to submit a SOI as a Team is required to contact the Illinois Tollway for a Team SOI Firm Name Code. Contact CS staff via e-mail at [csstaff@getipass.com](mailto:csstaff@getipass.com). The Team SOI Firm Name Code as provided by the Illinois Tollway is required to identify and process the submittal as a Team proposal.

Only the Team Lead is required to fill out the SOITEAM data on behalf of the Team. It is imperative that the other Team members do NOT submit SOITEAM data if they are not the Team Lead. The Team Lead must clearly identify the Team members and Subconsultants doing work for or in conjunction with the Team within the Team SOITEAM data submittal.

Example of a Team (TM) submittal: Companies forming Team are:

- Company A
- Company B
- Company C
- Team Firm Name Code as provided by the Illinois Tollway is: ABC\_TM

Team members naming parameters are:

- ABC\_TM (Company A) “Managing Partner”
- ABC\_TM (Company B)
- ABC\_TM (Company C)
- Subconsultants to the Team Lead: J. Smith Consulting (Company B)
- F.J. Engineering (Company C)
- Subconsultants to the Team members: G. Engineering (Company A)
- Materials Inc. (Company A)
- Surveying Services (Company B) Jersey Consulting (Company B) KL Services (Company C)
- LMN Engineering (Company C)

## **2.9 MANUALS, PROCESSES AND GUIDELINES**

Manuals are available on the Tollway website to provide guidance on contract requirements, procedures and responsibilities.

<https://www.illinoistollway.com/doing-business/construction-engineering/manuals-processes-guidelines#Construction%20and%20Materials>

### **2.10 PHASE II: DESIGN ENGINEERING SERVICES**

The scope of work will generally include certain Phase II engineering services to be provided during construction. Such services may include, but not be limited to, shop drawing review, value engineering proposal review, attending construction phase meetings and responding to requests for information related to design. The scope of such services will be determined after the Consultant is selected as appropriate.

### **2.11 PHASE III: CONSTRUCTION ENGINEERING SERVICES**

The following applies to all Phase III Engineering service items.

After the Consultant has been selected, the Construction Manager (CM) shall provide the following to the Illinois Tollway:

The Consultant selected for the Construction Management (CM) Services shall submit for the Illinois Tollway's review and approval, a management plan for the specific Project(s) for which the Consultant is selected. This management plan shall include an outline of the full-time or part-time plant, on-site inspection services, sampling and laboratory testing the Consultant is providing for Quality Assurance. The selected CM's Consultant's Quality Program (CQP) shall include the identification and pre-qualifications of the Field Inspectors and Laboratory Technicians to be assigned to this project as employees of the Consultant or a qualified Subconsultant. The CQP shall include periodic verification by an independent qualified Subconsultant that the Quality Assurance operations are proceeding as specified using the proper methods of sampling and testing.

The name of any accredited material laboratory(ies) to be utilized for the quality assurance work must be provided with the CQP. The laboratory must be accredited under the AASHTO Accreditation Program (AAP) for all required test procedures specified in IDOT Bureau of Materials Policy Memorandum "Minimum Private Laboratory Requirements for Construction Materials Testing or Mix Design."

## **2.12 CONSTRUCTION AND QUALITY ASSURANCE CONSULTANTS**

Personnel performing materials testing for aggregate, PCC, and HMA shall have completed the appropriate IDOT Quality Management Training Program classes. Personnel performing soils inspection and field tests shall have completed IDOT class S-33, Soils Field Testing and Inspection.

The Field Inspectors assigned to any project under this PSB for on-site Quality Assurance for earthwork quality control and for monitoring the on-site asphalt construction work must be prequalified by having passed the IDOT Nuclear Density training course. The Field Inspectors assigned to the on-site quality control of concrete placement shall be prequalified by having passed the IDOT/ACI Portland Cement Concrete Level I training course. Personnel performing soils field tests shall have completed IDOT class S-33, Soils Field Testing and Inspection.

The Vendor's Quality Assurance responsibilities at the material production plants shall be performed by a Field Inspector having passed IDOT Level I and Level II (HMA and PCC) training courses to perform the specified inspection of approved materials at the concrete and asphalt plants.

## **2.13 QUALITY ASSURANCE PREQUALIFICATION CATEGORY**

The prequalification requirements for Quality Assurance Testing are required and will follow the guidelines set by IDOT in the Prequalification information "Description and Minimum Requirements for Prequalification" SPECIAL SERVICES - Quality Assurance Testing.

The information about the Quality Assurance Testing prequalification can be located on IDOT's website at: [DESCRIPTION AND MINIMUM REQUIREMENTS FOR PREQUALIFICATION](#)

## **2.14 CLARIFICATION OF QUALITY CONTROL/QUALITY ASSURANCE REQUIREMENTS**

The Quality Control/Quality Assurance personnel on Exhibit A shall not be the same personnel preparing the design documents. If the Prime Consultant does not have personnel to cover the QC/QA requirements, then a Subconsultant prequalified in the category may be used.

The following highlighted sections have been added to the Guidelines in the Professional Services Bulletin and the solicitations.

Complete **Exhibit A** as follows:

- List the required key personnel to match required prequalification categories and any additional personnel requirements designated in the project solicitation. Include firm name if work is to be completed by a Subconsultant; and
- QC/QA personnel must be different individuals than those preparing the design documents.

## **2.15 CONSULTANT CONTRACT FORMS**

Standard forms exhibits and associated instructions to be used by Construction Management (CM) and Design Services Engineering (DSE) Consultants in preparing proposals and agreements with the Illinois Tollway are located on the Illinois Tollway website. Contracts will be awarded based on the standard Agreement templates. Selected Consultants should be prepared to execute the appropriate Agreement template. Any exceptions shall be noted in the Consultant's SOI.

<https://www.illinoistollway.com/doing-business/construction-engineering/forms>

## **2.16 SELF-PERFORMANCE**

**The Illinois Tollway requires the Prime Consultant (non-team) to self-perform no less than 40% of the work.**



## **PART III: REPRESENTATIONS AND INSTRUCTIONS**

### **3.1 SELECTION CRITERIA**

Members of the Vendor Selection Committee will not be available to discuss specifics of projects listed in this PSB between the date of the submittal and the Selection Committee meeting. Please do not send letters or e-mails expressing interest in specific projects to members of the Vendor Selection Committee.

Selection of professional Vendors by the Illinois Tollway is based on the firm's professional qualifications, related experience, expertise, and availability of key personnel to be assigned to the project, satisfaction of diversity goals and contract compliance and what is best for the Illinois Tollway. SOIs will be evaluated based on the following criteria:

- Specialized experience when required, technical competence of the personnel, and experience of the firms and/or Subconsultants proposed;
- Performance history and expertise of the firm and any proposed Subconsultants with the work described in the Item;
- Particular attention will be given to appropriate cost saving measures and innovative ideas that will benefit the Illinois Tollway;
- Ability to complete the work in the time required and the firm's existing workload;
- Commitment and availability of Key Personnel during the term of the contract;
- Proposed method of accomplishing the project's objectives;
- Demonstrated understanding of an inclusive and substantive DBE/VOSB utilization plan; and
- Contract Compliance will evaluate submitted forms and documents, including but not limited to the SOI, LOI, and DBE/VOSB certification(s) for completeness, accuracy and verification that all requirements of the PSB have been met.

Consideration will also be given to the quality and scope of utilization plan which demonstrates an understanding of an inclusive and substantive DBE and VOSB U-Plan (Reference Section 2.5 and 2.7 for definition of "DBE" and "VOSB"), VOSB and Partnering for Growth (formerly Mentor Protégé proposals).

Consideration will also be given to the completeness and content of the compliance documentation submitted (SOI and LOI), whether the submitted documents show that at least the advertised diversity goal(s) has/have been met, and if the certification letters submitted are current and the area(s) of specialty as certified match with the scopes of work of the respective DBE/VOSB participants.

**3.2 SCHEDULE FOR VENDOR SELECTION**

The Illinois Tollway anticipates selecting Vendors based on the estimated schedule below: Representatives from the Illinois Tollway will contact selected firms to schedule introductory meetings.

TASK	DATE DUE
Publish	June 5, 2024
Pre-proposal meeting 1:30:00 p.m. Central Time	June 24, 2024
Last Day for Questions no later than 4:30:00 pm Central Time	June 27, 2024
Complete SOIs are due no later than 4:30:00 pm Central Time on this date, including all required Attachments/Exhibits as specified in this PSB.	July 12, 2024
<b>Selection Committee Meeting:</b>	August 2024
Estimated Board Approval	October 2024
Estimated Notice to Proceed	December 2024

**3.3 GUIDELINES FOR SUBMITTING STATEMENTS OF INTEREST (SOI)**

The firm acting as the Prime Consultant 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 Prime Consultant or Subconsultant must be prequalified by IDOT in the category of work they are performing or as stated in the item description, unless the Subconsultant is being mentored in the Partnering for Growth Program. **SEE NOTICE BELOW.**

**3.3.1 REQUIRED FORMAT FOR SUBMITTING STATEMENTS OF INTEREST**

**3.3.2.1 THE FOLLOWING EXHIBITS AND DATA SHALL BE SUBMITTED IN ACCORDANCE WITH THE PSB SUBMITTAL INSTRUCTIONS AND SHALL BE DOWNLOADED FROM THE ILLINOIS TOLLWAY WEBSITE. ALL EXHIBITS SUBMITTED FOR THIS PSB MUST BE CURRENT. EXHIBITS FROM PREVIOUS PSBs WILL NOT BE ACCEPTED.**

- Exhibit A: Proposed Staff
  - Required - Submit as a separate pdf document.
  - Must include resumes
- Exhibit C: Instructions for Completing Exhibit C and Current Obligations form
  - Required - Submit as a separate pdf document.
- Exhibit D: Availability of Key Project Personnel
  - Required - Submit as a separate pdf document.
- Exhibit E-DBE/VOSB: Partnering for Growth Program
  - If proposing a mentor-protégé arrangement with a DBE or VOSB firm, this Exhibit is required.
  - Submit as a separate pdf document.
- Exhibit E- Reverse DBE/VOSB: Partnering for Growth Program
  - If proposing a mentor-protégé arrangement with a DBE or VOSB firm where the subconsultant is mentoring, this Exhibit is required.
  - Submit as a separate pdf document.

- Exhibit F: Veteran Small Business Participation and Utilization Plan
  - If the item includes a Veteran Goal, this Exhibit is required.
  - Submit as a separate pdf document.
- Exhibit H: DBE Participation and Utilization Plan
  - If the item includes a DBE Goal, this Exhibit is required.
  - Submit as a separate pdf document.
- Illinois Tollway Standard Business Terms and Conditions
  - Required - Submit as a separate pdf document.
- SOITEAM Data
  - Required, see Section 3.4.3 Instructions for Submitting the SOITEAM Data

**3.3.2.2 PREQUALIFIED FIRMS MAY INDICATE THEIR DESIRE TO BE CONSIDERED FOR SELECTION ON ANY OF THE PROJECTS LISTED WITHIN THIS PSB BY SUBMITTING A SEPARATE SOI FOR EACH PROJECT.**

**3.3.2.3 EACH SOI MUST BE SUBMITTED USING THE FOLLOWING BASIC FORMAT:**

COVER SHEET

Include Full Legal Prime Consultant Name, PSB Number, Item Number, and **all** known Subconsultants (Full Legal Firm Names).

Section 1. Executive Summary (limit of 5 pages)

- A. Legal Name of Prime Consultant, address, telephone number, e-mail address and contact person.
- B. List all known Subconsultants, the work the firm(s) will be performing and a contact person for each. Identify any DBEs (Reference Section 2.5 for definitions) and VOSBs. Include Mentor and Protégé data if applicable.
- C. Name of Project Manager.
- D. Name of Project Engineer/Resident Engineer.
- E. Project Understanding.
- F. Project Approach (include brief statement of firm's unique qualifications and experience, approach to the project's specific challenges such as maintenance of traffic, environmental constraints, budget constraints, schedule constraints, design challenges, etc.).
- G. Statement that firm will meet or exceed the DBE goal and VOSB goal as applicable for the item. Include the proposed percentage of work to be completed by proposed DBE and VOSB firms (Percentages shall match those submitted with the SOITEAM data). For each proposed DBE firm, include a current certification letter that shows that the DBE/VOSB firm is certified in its scope(s) of work stated in the SOI and its LOI. (IDOT Prequalification in the respective scope will meet this requirement.)

Section 2. Organization Chart

Include names and titles for all Key Project Personnel.

Section 3. Relevant Project Experience

Include a minimum of three (3) relevant projects of equal or greater complexity accomplished within the past five (5) years, demonstrating the firm's experience in the type of work required for this project. Color graphics and photographs may be sent with the files.

Include performance ratings for past work done for the Illinois Tollway, IDOT, or any other government agencies or public bodies, if applicable.

Section 4. Conflicts of Interest

Statement acknowledging any known or potential conflicts of interest the Prime Consultant may have.

## **NOTICE**

Pursuant to Illinois Department of Transportation (IDOT) Prequalification rules and procedures, the Illinois Tollway will accept your firm's prequalification the same as IDOT, in that your firm is prequalified until (Fiscal Year + 1 year). As per IDOT, your firm will be given an additional six months from this date to submit the applicable portions of the "Statement of Experience and Financial Condition" (SEFC) to IDOT to remain prequalified.

The firm remains prequalified during this six (6) month grace period. Once the data is submitted to IDOT, either before or on the due date, the firm remains prequalified in the current categories until IDOT reviews a category and decides. If there is not a submittal by the due date, the firm is automatically listed as not approved.

IDOT provides a listing of prequalified consulting firms on the website:

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

This list is typically updated weekly, and is based on the most recently approved SEFC application. Firms are encouraged to monitor their prequalification status in IDOT's EPAS system. This notice also applies when utilizing a Subconsultant to meet prequalification requirements on a project.

### **3.4 SUBMITTAL INSTRUCTIONS**

All submittals for this PSB will be received through the Illinois Tollway's e-Builder PSB SOI process at: <https://app.e-builder.net/>. Contact [ebuilder@getipass.com](mailto:ebuilder@getipass.com) for training and login information.

Firms that are teaming and preparing an SOI must use the code name assigned for the team. When a firm is submitting on behalf of a team, a unique e-Builder account and login ID are required. The team SOI submittal must be created and submitted by the Prime Consultant. (**Important Reminder:** if a Prime Consultant is submitting for themselves, that account and login ID will be different from the account and login ID that they will use to submit for a team).

The preparation of the SOI for submittal in e-Builder must be done in one e-Builder account, i.e., one account login ID. Each account/login has access only to the e-Builder PSB SOI process instance that is being created in that account. Each e-Builder PSB SOI process instance can only be seen from the login that created it.

One SOI is required for each PSB item. The subject line will be created in the eBuilder PSB SOI process when you select the item number your firm will be submitting for from the pull-down menu. Complete e-Builder instructions for the PSB SOI process can be found in the upper right-hand corner of the SOI instance.

This is not an invitation for bids. Firms properly prequalified for the projects listed herein may indicate their desire to be considered for selection by submitting an SOI to the Illinois Tollway via the e-Builder PSB 24-2 SOI process.

The Illinois Tollway follows the Qualifications Based Selection (QBS) process mandated by Illinois statute (30 ILCS 535/1 et seq.): Architectural, Engineering, and Land Surveying Qualifications Based Selection Act for selecting qualified Vendors under this PSB.

SOI e-Builder submittals must be received by the due date and time as noted in this solicitation. Any submittals received after that time will be considered late and the user will receive an e-Builder notification stating that the PSB SOI date and time has expired. Late submittals will not be accepted by the Illinois Tollway. NOTE: You must set the Time Zone field on your e-Builder account profile page to "(UTC-06:00) Central Time (US & Canada)" so that you can submit your SOIs up until the submittal deadline.

Please carefully read the instructions below **BEFORE** submitting your SOIs.

### 3.4.1 GENERAL INSTRUCTIONS

It is CRITICAL that submittal instructions be followed. All Forms must be submitted per the instructions provided. Failure to do so may result in an incomplete submittal resulting in your firm being disqualified. For further information on accessing the Illinois Tollway Website, PSB and Exhibits, please refer to the Table of Contents.

### 3.4.2 NAMING AND LABELING INSTRUCTIONS

- The Illinois Tollway requires electronic submittals for the Professional Services Bulletin's SOIs via the established e-Builder PSB process. All respondents must utilize a unique 2 to 6-character SOI Firm Name Code assigned by the Illinois Tollway.
- To determine the designated SOI Firm Name Code go to the Illinois Tollway's website under Doing Business>Construction and Engineering - see Vendor Resources and click on the link to the Professional Services Bulletin page. The current SOI Firm Name Code List will be posted under the "Required Forms" section. If your firm is not included on the list, or your firm name has changed, please contact PSB Coordinator. [csstaff@getipass.com](mailto:csstaff@getipass.com), for an assigned SOI Firm Name Code.
- When submitting "Team" files please, use the **new** SOI Firm Name Code assigned by the Illinois Tollway to the Team. The SOI Firm Code Name is exclusive to the electronic submittal – meaning it does not establish the name of the Team. Please contact PSB Coordinator, [csstaff@getipass.com](mailto:csstaff@getipass.com), for an assigned SOI Firm Name Code.

### 3.4.3 INSTRUCTIONS FOR SUBMITTING THE SOITEAM DATA

The SOITEAM information is now input into the "SOITEAM data" section in e-Builder. The following still apply to your submittal. Failure to provide the required information in the SOITEAM may result in the SOI being deemed non-responsive.

- Vendors are required to complete the SOITEAM data section for each Item, completing all columns shown for the Prime Consultant, and for every Subconsultant that is being proposed. ***Do not enter "TBD" or enter a range of percentages, and do not leave blank cells. Totals must equal 100%.***

#### **TEAM submittals:**

- NOTE: If a firm is submitting as a Prime Consultant and also as a Team lead for one or more teams, a separate SOI and the SOITEAM data information must be submitted for each. DO NOT combine SOITEAM data information for unique SOI submittals.
- When entering Prime Consultant or Subconsultant information in the SOITEAM data section, please follow the below instructions:
  - Add new item for firm information for each team member
  - Under Team Member Role, select Prime (Lead Teaming Partner) or Prime (Non-Lead Teaming Partner)
  - Teams with three firms may enter an additional firm and select Prime (Non-Lead Teaming Partner)
  - Select Subconsultant for the Firm Role for any additional firms that are included in the SOI.
  - Below is a sample of how the Team members and Subconsultants are to be entered and submitted within the SOITEAM data section:

### 3.4.4 INSTRUCTIONS FOR e-Builder SUBMITTAL

It is important that your e-Builder submittal be prepared according to the following instructions:

**A Statement of Interest file and required exhibit files must be attached to each SOI submission in e-Builder. Files must a) be attached to the SOI process instance and b) be saved in the document folder corresponding to the item number. If a file will be used for more than one submission, a separate, unique file must be saved in the document folder for each item. Do not attach a file already saved in one item folder to an SOI submission for a different item.**

The Word and/or PDF documents available (except for SOIs) on the Illinois Tollway website are labeled as follows:

FORM	FILE NAMING CONVENTION - EXAMPLE -	DIRECTIONS
<p><b>SOI – Statement of Interest</b></p> <p>Includes cover sheet, executive summary, organizational chart and relevant project experience</p> <p>For each Item submittal, use firm's 2-6-character SOI Firm Name Code (this example = ABC immediately followed by underscore SOI plus a 2-digit Item Number (i.e., SOI01 through SOI 99). See Section 3.3.2.3 SOI format Instructions.</p>	ABC_SOI01.pdf	Submit as a separate document on e-Builder
<p><b>Teaming Agreement</b></p>	ABCXYZ_SOI01_TM.pdf	Submit as a separate document on e-Builder

SOI use the team's unique 2-6-character SOI Team Name Code		
<p><b>Illinois Tollway Standard Business Terms and Conditions</b></p> <p><b>Teaming Agreement</b></p> <p><b>Illinois Tollway Standard Business Terms and Conditions.</b></p>	<p>ABC_TC.pdf</p> <p>ABC_TC_TM.pdf DEF_TC_TM.pdf GHI_TC_TM.pdf</p>	<p>Submit as a separate document on e-Builder</p> <p>Submit as a separate document on e-Builder for <b>each Team member</b></p>
<p><b>Illinois Board of Elections Registration document</b></p> <p><b>Teaming Agreement</b></p> <p><b>Illinois Board of Elections Registration document</b></p>	<p>ABC_BOE.pdf</p> <p>ABC_BOE_TM.pdf DEF_BOE_TM.pdf GHI_iBOE_TM.pdf</p>	<p>Submit as a separate document on e-Builder</p> <p>Submit as a separate document on e-Builder for <b>each Team member</b></p>
<p><b>Vendor Disclosure (formerly Forms A) or IPG Active Registered Vendor Disclosure (formerly Forms B) (Disclosures) – are required.</b> To submit use your 2-6-character SOI Firm Name Code followed by DS.</p> <p><b>Teaming Agreement</b></p> <p><b>Vendor Disclosures (formerly Forms A) or IPG Active Registration Vendor Disclosures (formerly Forms B) (Disclosures) – are required.</b> Use the unique 2-6-character SOI Firm Name Code for EACH individual Team firm name followed by _DS_TM</p>	<p>ABC_DS.pdf</p> <p>ABC_DS_TM.pdf DEF_DS_TM.pdf GHI_DS_TM.pdf</p>	<p>Submit as a separate document on e-Builder</p> <p>Submit as a separate document on e-Builder for <b>each Team member</b></p>
<p><b>Exhibit A</b> – Proposed Staff – Key Project Personnel.</p> <p>a. Include resumes for Key Project Personnel proposed for the project (Prime Consultant and Subconsultants for those specific positions identified in the PSB item description). Resumes for each individual should not exceed two (2) pages and should include only relevant experience for the specific Item.</p> <p>b. List the Key Project Personnel to match the required prequalification categories and any additional personnel requirements designated in the Bulletin Items. (Include firm name if work is to be completed by a Subconsultant).</p> <p>c. QC/QA personnel must be different individuals than staff preparing the design documents.</p> <p>Construction Management Services require the names and resumes of Certified Record Documentation Reviewers and Inspectors that will be assigned to the project. Specific requirements are explained in the Phase III Items.</p>	<p>ABC_ExA.pdf</p>	<p>Submit as a separate document on e-Builder</p>





### 3.4.5 COMMON MISTAKES

The following is a list of common mistakes found when submitting a Professional Services SOI. This list is not intended to be exhaustive and Vendors should make every attempt to avoid these common mistakes in their submittals or the submittal may be deemed non-responsive and may not be scored.

- General
  - Failure of minimum 40% self-performance by the Prime Consultant
  - Inconsistent percentages throughout SOI submittals
  - Incorrect PSB #
  - Incorrect Contract #
  - Changing anonymous e-Builder PSB account profile entries
  - Submitting too close to the deadline
  - Failure to save attached document in the correct item folder for that submission.
  - Failure to provide the required DBE/VOSB participation/utilization information in the SOITEAM may result in the SOI being deemed non-responsive.
- SOITEAM Data
  - Leaving blank spaces
  - Percentage does not equal 100% – this percentage should include the Prime Consultant and Subconsultants
  - Failure to include all Firms from the SOI (Prime Consultant, Team, Subconsultants etc.)
- Exhibits
  - Failure to submit Exhibit E when proposing P4G plan in the SOITEAM data
  - Unnecessarily submitting Exhibit E when not proposing P4G in SOITEAM data
  - Failure to submit correct version of Vendor Disclosures (formerly Forms A) or IPG Active Registration Vendor Disclosures (formerly Forms B)
  - Failure to list all required Key Personnel on Exhibit A
  - Change of the title of Key Personnel on Exhibit A
  - Failure to list % on Terms and Conditions FEIN page
  - Percentages different than SOITEAM Grid Data
- Teams
  - Failure to include all Team members on Exhibit C (Workload)
  - Failure to include Terms and Conditions for all Team members
  - Failure to include Vendor Disclosures (formerly Forms A) or IPG Active Registration Vendor Disclosures (formerly Forms B) for all Team members

## 3.5 DISCLOSURES AND CERTIFICATIONS

### 3.5.1 INSTRUCTIONS FOR SUBMITTING DISCLOSURES

The submittal shall contain either Vendor Disclosures (formerly Forms A) or IPG Active Registration Vendor Disclosures (formerly Forms B). SOIs submitted without Vendor Disclosures (formerly Forms A) or IPG Active Registration Vendor Disclosures (formerly Forms B) shall be deemed non-responsive. Vendor Disclosures (formerly Forms A) section shall be returned by Firm(s) that are not registered in the Illinois Procurement Gateway (IPG). Enter the BidBuy number on either Vendor Disclosures (formerly Forms A) or IPG Active Registration Vendor Disclosures (formerly Forms B) when asked to supply an IPB Reference #.

IPG Active Registration Vendor Disclosures (formerly Forms B) shall be returned by Firm(s) that have a current, approved IPG registration.

#### ***Vendor Disclosures (formerly Forms A) Section***

Complete this section if you **are not using** a current, approved Illinois Procurement Gateway (IPG) Registration number.

<https://www.illinoistollway.com/doing-business/construction-engineering/forms>

1. Business and Directory Information
2. Illinois Department of Human Rights Public Contracts Number
3. Authorized to Do Business in Illinois
4. Standard Certifications
5. State Board of Elections
6. Disclosure of Business Operations in Iran
7. Financial Disclosures and Conflicts of Interest
8. Taxpayer Identification Number
9. Signature

#### ***IPG Active Registration Vendor Disclosures (formerly Forms B) Section***

Complete this section only if you are **using** a current, approved IPG Registration number.

<https://www.illinoistollway.com/doing-business/construction-engineering/forms>

1. Certification of Illinois Procurement Gateway Registration #
2. Certification Timely to this Solicitation
3. Disclosures of Lobbyist or Agent
4. Disclosure of Current and Pending Contracts
5. Signature

### 3.5.2 INSTRUCTIONS FOR SUBMITTING ILLINOIS TOLLWAY STANDARD BUSINESS TERMS AND CONDITIONS

Submit the Illinois Tollway Standard Business Terms and Conditions. This document is also available on the Illinois Tollway website and submit as a separate document on e-Builder. Team leads must submit Illinois Tollway Standard Business Terms and Conditions for themselves and team members.

### **3.6 PROTEST PROCEDURE**

Vendors may submit a written protest to the Protest Review Office following the requirements of the IDOT Standard Procurement Rules 44 ILL ADM 6.390 through 6.440. All protests shall be in writing and filed with the CPO within seven (7) calendar days after the protester knows or should have known of the facts giving rise to the protest. Protests filed after the seven (7) calendar day period will not be considered. In addition, protests that raise issues of fraud, corruption or illegal acts affecting specifications, special provisions, supplemental specifications and plans must be received by the CPO no later than fourteen (14) calendar days before the date set for opening of bids. The Protest Review Office information is as follows:

Chief Procurement Office for General Services  
Attn: Protest Review Office  
300 West Jefferson, Suite 128  
Springfield, IL 62702

Email: [cpogs.pro@illinois.gov](mailto:cpogs.pro@illinois.gov)

### 3.7 USEFUL LINKS

The Illinois Tollway website – <https://www.illinoistollway.com/>

Professional Service Bulletin - <https://www.illinoistollway.com/doing-business/construction-engineering/bids-bulletins-awards>

Vendor Contract Forms (required forms for submittal) - <https://www.illinoistollway.com/doing-business/construction-engineering/forms>

Vendor Invoicing Forms - <https://www.illinoistollway.com/doing-business/construction-engineering/forms>

Partnering for Growth Program - <https://www.illinoistollway.com/doing-business/diversity-development/programs/partnering-for-growth>

e-Builder website: <https://app.e-builder.net/>

e-Builder PSB SOI user manual, FAQ file, and training videos:  
<https://app.e-builder.net/public/PublicFolderView.aspx?FolderID=%7bdc0355ee-4323-458e-91b5-547c6655b5f5%7d>

e-Builder PSB SOI training webinar dates and registration information:  
<http://www.onlineregistrationcenter.com/registerlist.asp?m=176&p=134&group=57&tid=222>

Bid Buy - <https://www2.illinois.gov/cpo/general/Pages/BidBuy/BidBuy.aspx>

Chief Procurement Office/Illinois Procurement Gateway (IPG) – Vendor Registration - <https://ipg.vendorreg.com/>

State Board of Elections - <https://www.elections.il.gov/#News>

Illinois Department of Central Management Services – Travel Reimbursement Schedule - <https://www2.illinois.gov/cms/employees/travel/pages/default.aspx>

National Institute of Standards and Technology - <http://www.nist.gov/>

Illinois Department of Transportation - <http://www.idot.illinois.gov/>

City of Chicago Certification of Compliance - <https://chicago.mwdbe.com/FrontEnd/VendorSearchPublic.asp?TN=Chicago>

Illinois Department of Transportation Manual of Test Procedures for Materials - [Manual of Test Procedures for Materials 2023 \(powerdms.com\)](https://www.powerdms.com/ManualofTestProceduresforMaterials2023)

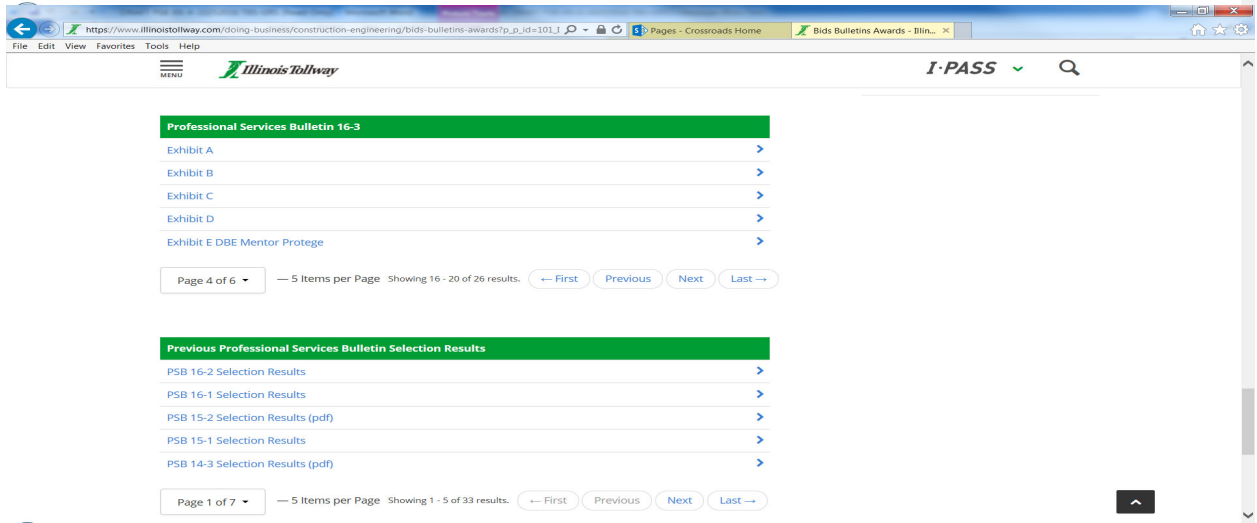
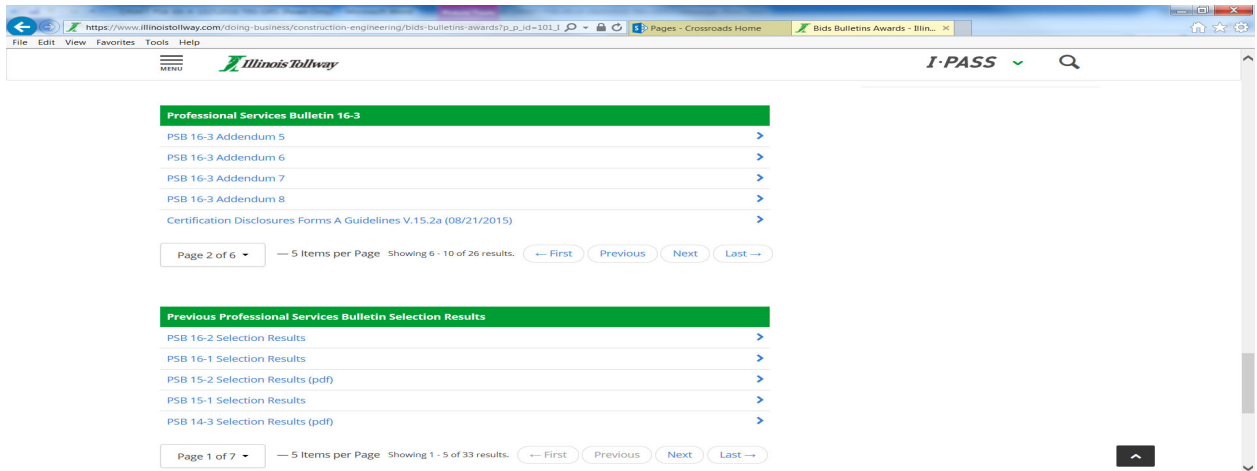
### 3.8 ILLINOIS ePROCUREMENT BidBuy NOTICE

To register in the Illinois eProcurement System, please follow these instructions:

- Go to <https://www.bidbuy.illinois.gov/bsol/>
- Please direct questions regarding the registration process or the use of BidBuy to email address: [stateuser.bidbuy@illinois.gov](mailto:stateuser.bidbuy@illinois.gov) or the Procurement Help desk at 217-557-8992.

### 3.9 INFORMATION ON ACCESSING ILLINOIS TOLLWAY WEBSITE

- Go to [www.illinoistollway.com](http://www.illinoistollway.com)
- Click on “Menu”
- Click “Doing Business”
- Click “Construction and Engineering”
- Middle of page, under “How Can We Help You? / Vendor Resources” click “Professional Services Bulletin”
- \*Helpful Hint: A limited number of items are shown under “Professional Services Bulletin” on each page; click “Next” to view additional items.



### 3.10 FUTURE PROFESSIONAL SERVICES BULLETIN NOTIFICATIONS

To receive notification from the Illinois Tollway that a Professional Services Bulletin has been posted, or to Unsubscribe, please email Catrice Hardwick-Giles [chardwick@getipass.com](mailto:chardwick@getipass.com) or call 630-241-6800 extension 4653.

---

---

**Include the following information:**

Please add this contact to receive notification from the Illinois Tollway that a Professional Services Bulletin has been posted:

Name of firm \_\_\_\_\_

E-mail address \_\_\_\_\_

Contact person (corresponding with e-mail) \_\_\_\_\_

### 3.11 RESERVED

### 3.12 PSB 24-2 EXCHANGES WITH FIRMS AFTER SOI SUBMISSION

#### Discussions may be held with Firms to clarify certain aspects of their SOIs.

- Discussions are limited exchanges between the Tollway and Firms that may occur during the responsiveness determination. For purpose of this PSB, such discussions shall be exchanged only between the Firm and the Designated Procurement Contact for this PSB.
- Please use the e-mail address: [csstaff@getipass.com](mailto:csstaff@getipass.com)
- These exchanges shall not provide an opportunity for the Firm to revise its SOI, but may only address:
  - Deficiencies
  - Errors
  - Omissions
- Responses are due to the Illinois Tollway on the due date established by the Illinois Tollway. Discussions may be initiated by the Illinois Tollway after that time. Firm's responses that are not received timely shall result in the SOI being considered non-responsive.

#### Certain requirements are not open for discussion and, if not met, shall render the SOI non-responsive:

- Late submissions, including omission of any of the five (5) required documents as stated in the PSB:
  - SOI
  - Disclosures (DS)- Vendor Disclosures (formerly Forms A) or IPG Active Registration Vendor Disclosures (formerly Forms B)
- Omission of State of Illinois requirements
- Inability to meet eligibility requirements as stated in 44 Ill. Admin. Code 625.70, Confirmation of Eligibility.



# PROFESSIONAL SERVICES BULLETIN 24-2

*Pre-Proposal Meeting*

June 24, 2024



# INTRODUCTIONS

An aerial photograph of a large-scale construction project. In the foreground, there's a dirt area with some construction equipment and materials. A road with a few vehicles, including a red truck, runs through the middle ground. In the background, a city with many houses and buildings is visible under a clear blue sky.

**Danna Hall**

**Procurement and  
Construction  
Services Manager**

**Tim Coleman**

**DBE Program  
Manager**

**Grace Perez**

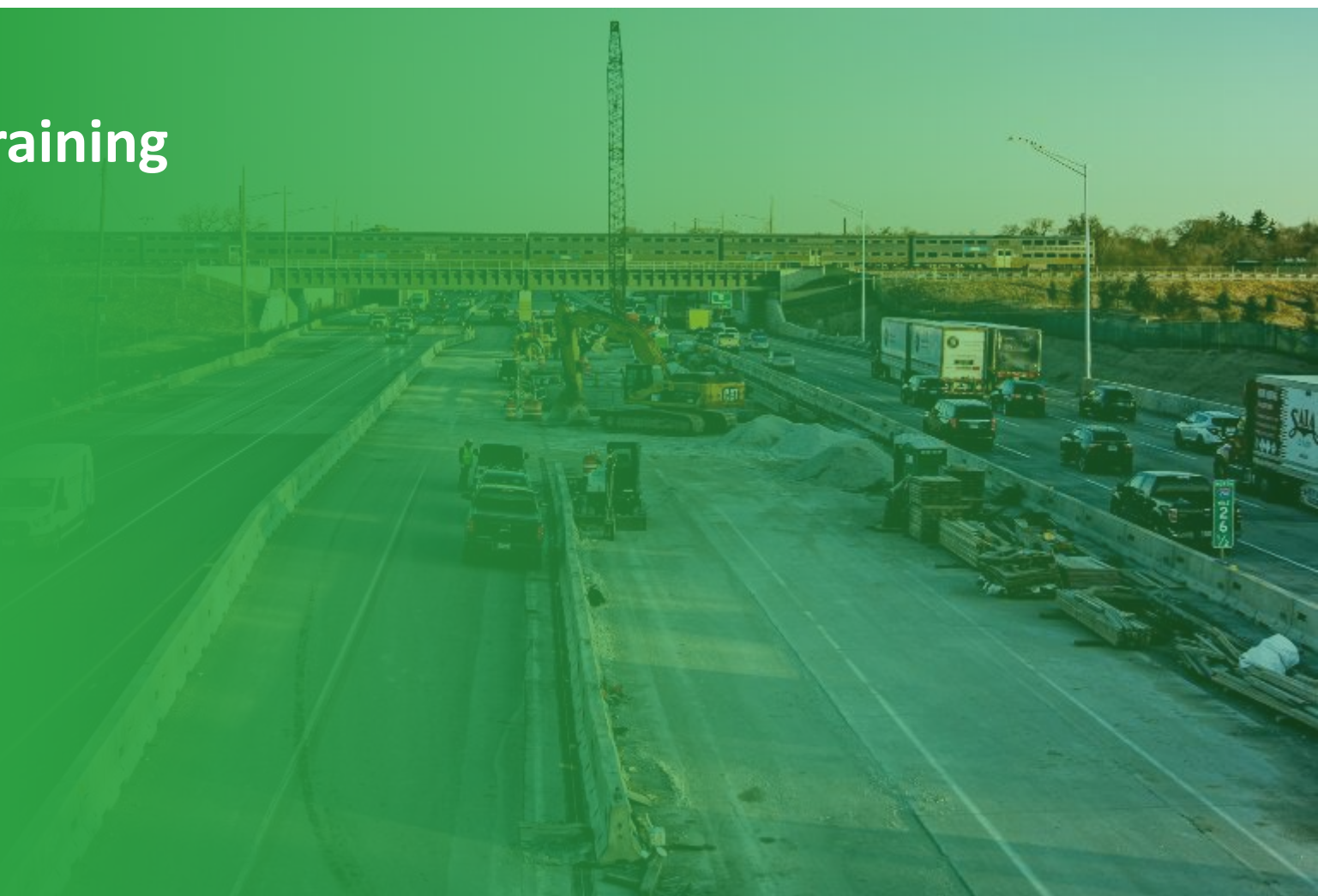
**Contract Compliance  
Manager**

**Cindy Williams**

**Deputy Chief of  
Program  
Implementation**

# AGENDA

- e-Builder Instructions and Training
- PSB Submission Highlights
- PSB Schedule
- PSB Questions Submittal
- Tollway Compliance
- Diversity Requirements
- PSB 24-2 Items



# SUBMISSION VIA E-BUILDER

## Section 1.2.1 PSB 24-2 summary

**Information for the e-Builder process for PSB 24-2 can be found in the Public Folder at:**

- <https://app.e-builder.net/public/PublicFolderView.aspx?FolderID=%7bdc0355ee-4323-458e-91b5-547c6655b5f5%7d>

**You will need the following before you can submit an SOI in e-Builder:**

- e-Builder resources, including PSB SOI user manual, FAQ file, and videos (see Public Folder link above)
- e-Builder Login ID (see Section 3.4 Submittal Instructions)
- Firm Code Name (see Section 3.4 Submittal Instructions)
- Webinar Training (see Section 3.7 Useful Links for training webinar registration link)

# E-BUILDER WEBINAR TRAINING OPPORTUNITIES

## Register for Training

- <http://www.onlineregistrationcenter.com/registerlist.aspx=176&p=134&group=57&tid=222>

## Scheduled Virtual Training Sessions

	Location ▾	Date ▾	Available	
e-Builder PSB SOI Webinar		06/25/2024	24	<a href="#">REGISTER</a>
e-Builder PSB SOI Webinar		06/28/2024	25	<a href="#">REGISTER</a>
e-Builder PSB SOI Webinar		07/01/2024	25	<a href="#">REGISTER</a>
e-Builder PSB SOI Webinar		07/09/2024	25	<a href="#">REGISTER</a>
e-Builder PSB SOI Webinar		07/12/2024	25	<a href="#">REGISTER</a>



# SUBMISSION HIGHLIGHTS

## SOI

### Illinois Tollway Standard Business Terms and Conditions

- Required – submit as a separate PDF document

### Board of Elections Registration Certification Disclosure Forms

- Vendor disclosure (formerly Form A) or IPG Active Registered Vendor Disclosure (formerly Form B)

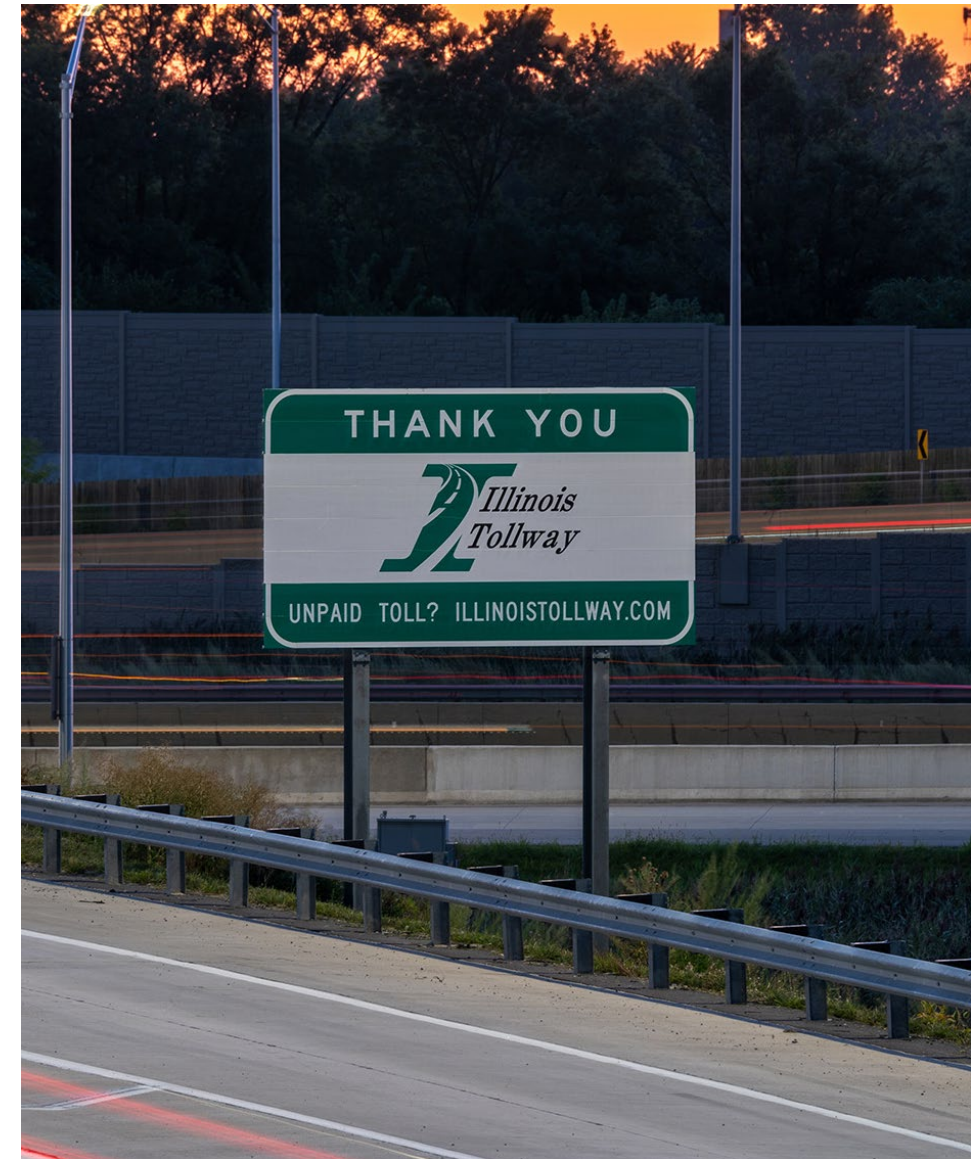
## Exhibits

- All exhibits submitted for this PSB shall be downloaded from the Tollway's website and submitted in PDF format.
- Exhibits must be current, exhibits from previous PSB's will not be accepted.

### Firm's Commitment and Signature Form

## SOITEAM Grid Data

- Required – see Section 3.4.3 instructions for submitting



# AVOIDING DISQUALIFICATIONS

The following instances are non-curable and will lead to a disqualification

- Late submissions
- Failure to submit the Statement of Interest (SOI)
- Failure to submit Disclosures (DS)
  - Vendor Disclosures (formerly Form A)
  - IPG Active Registration Vendor Disclosures (formerly Form B)

***\*Review 3.4.5 COMMON MISTAKES\****



# PSB SCHEDULE

**1** June 27, 2024 - 4:30pm | *Last day for Questions*

**2** July 12, 2024 - 4:30pm | *SOI's due, including all required attachments/exhibits*

*All submittals for this PSB will be received through the Illinois Tollway's e-Builder PSB SOI process at: <https://app.e-builder.net/>.*

**3** August 2024 | *Selection Committee Meeting*

**4** October 2024 | *Estimated Board Approval*

**5** December 2024 | *Estimated Notice to Proceed*

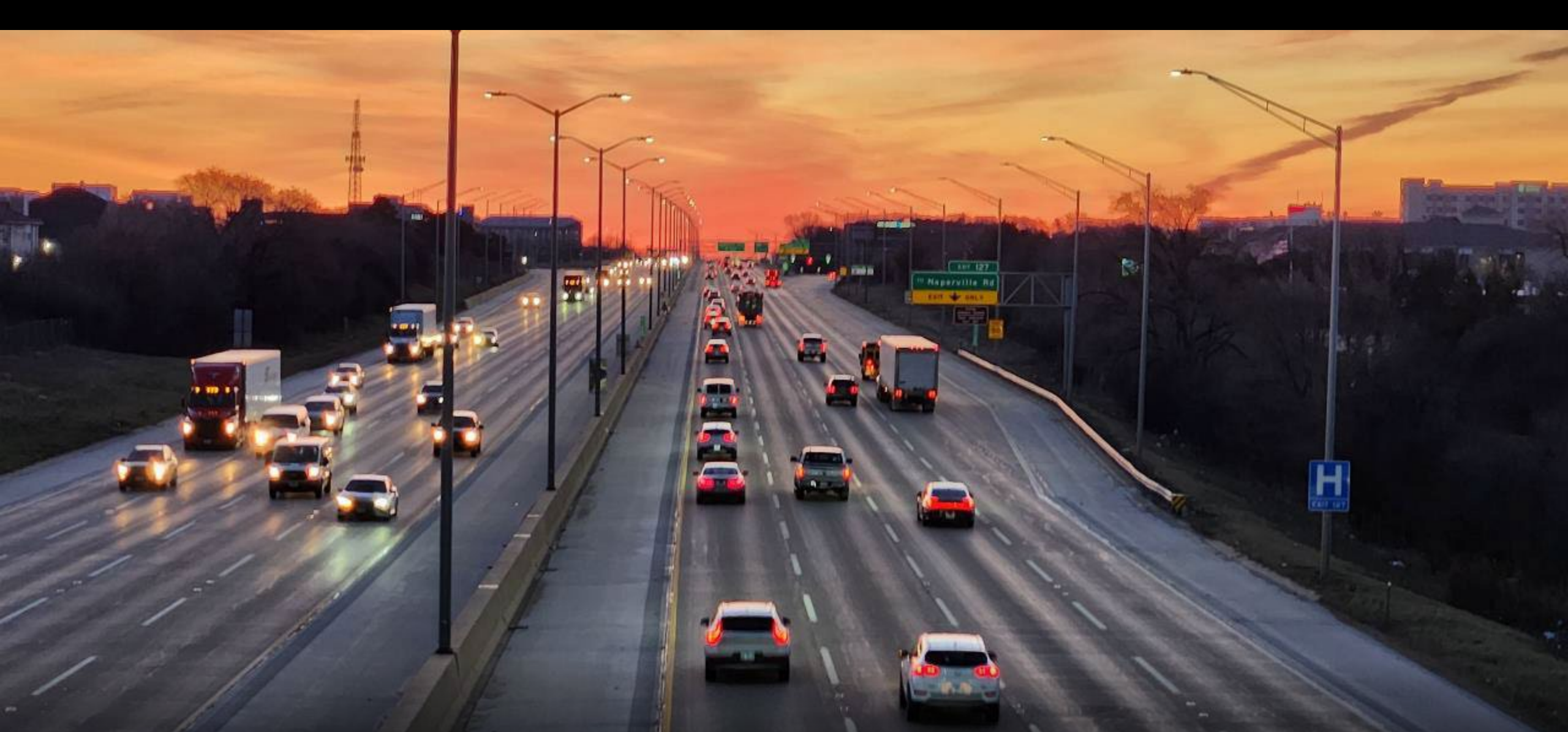
# SUBMITTAL OF QUESTIONS

- No questions will be taken during this pre-proposal meeting.
- All questions related to this PSB must be submitted electronically through e-Builder SOI mailbox at [PSB 24-2.01 Questions and RFIs@docs.e-builder.net](mailto:PSB_24-2.01_Questions_and_RFIs@docs.e-builder.net)
- PSB 24-2 Questions are due June 27, 2024, at 4:30 pm (CT)
- Answers will be addressed via addendum published on the Tollway Website and the Illinois eProcurement site: BidBuy.

***\*NOTE – this presentation will be provided via Addendum.***







# TOLLWAY COMPLIANCE REQUIREMENTS

# TOLLWAY COMPLIANCE REQUIREMENTS

## Required DBE/VOSB Forms

**Exhibit F:** VOSB Utilization Plan and Letter of Intent

**Exhibit H:** DBE Utilization Plan and Letter of Intent

Important information for both Exhibits:

- Prime consultants must submit the Letter of Intent for its DBE and VOSB subconsultants including for a self-performing prime
- Please be specific about the scope(s) of work to be performed and associated NAICS/NIGP codes to demonstrate the performance of a commercially useful function

**M/W/DBE and VOSB: Current Letter of Certification**

## Other Forms

**DBE and VOSB Forms (if applicable):** Good Faith Efforts

# VETERAN OWNED/SMALL BUSINESS PROGRAM CERTIFICATIONS

**Veteran Owned Small Business (VOSB) or Service-Disabled Veteran-Owned Small Business (SDVOSB) Certification**

**State of Illinois Commission on Equity and Inclusion (CEI)**

- Formerly known as Central Management Services (CMS)

**51 percent owned and controlled by a qualified veteran living in Illinois**



# DBE CERTIFICATIONS

## Certification Agencies

### Illinois Unified Certification Program (IL UCP):

- Illinois Department of Transportation (IDOT)
- Chicago Transit Authority (CTA)
- Metra
- Pace
- City of Chicago

### MBE/WBE Certifications

- City of Chicago
- Cook County

### U.S. Small Business Administration, SBA 8(a) Certification



# PSB 24-2 ITEM GOALS

Item	Project Number	Counties	Description	D/M/WBE Goal	VOSB Goal
1	I-24-4961	DuPage	Veterans Memorial Tollway (I-355) at Reagan Memorial Tollway (I-88) Interchange Improvements, Phase I Engineering Services	21%	3%
2	I-24-4960	Systemwide	Systemwide, Planning Studies Upon Request On-call, and as-needed Planning Services	21%	3%
3	RR-24-4957	Winnebago, Boone, McHenry, Kane	Jane Addams Memorial Tollway (I-90), Pavement and Structural Preservation, Kishwaukee River (MP 18.3) to Randall Road (MP 52.2), Construction Management Services	33%	3%
4	I-24-4958	Will, DuPage, Cook	Tri-State Tollway (I-294) Plaza Improvements, Construction Management Services	33%	3%
5	I-24-4959	Kane, DuPage	Reagan Memorial Tollway (I-88) Plaza Improvements, Construction Management Services	33%	3%
6	RR-24-9296	Systemwide	Systemwide, Construction Management Services Upon Request. On-call and as-needed Construction Management Services	33%	3%



# DIVERSITY PROGRAMS

# DIVERSITY DEPARTMENT PROGRAMS

## Resources for emerging businesses

### Partnering for Growth/Reverse Partnering for Growth (P4G) Program

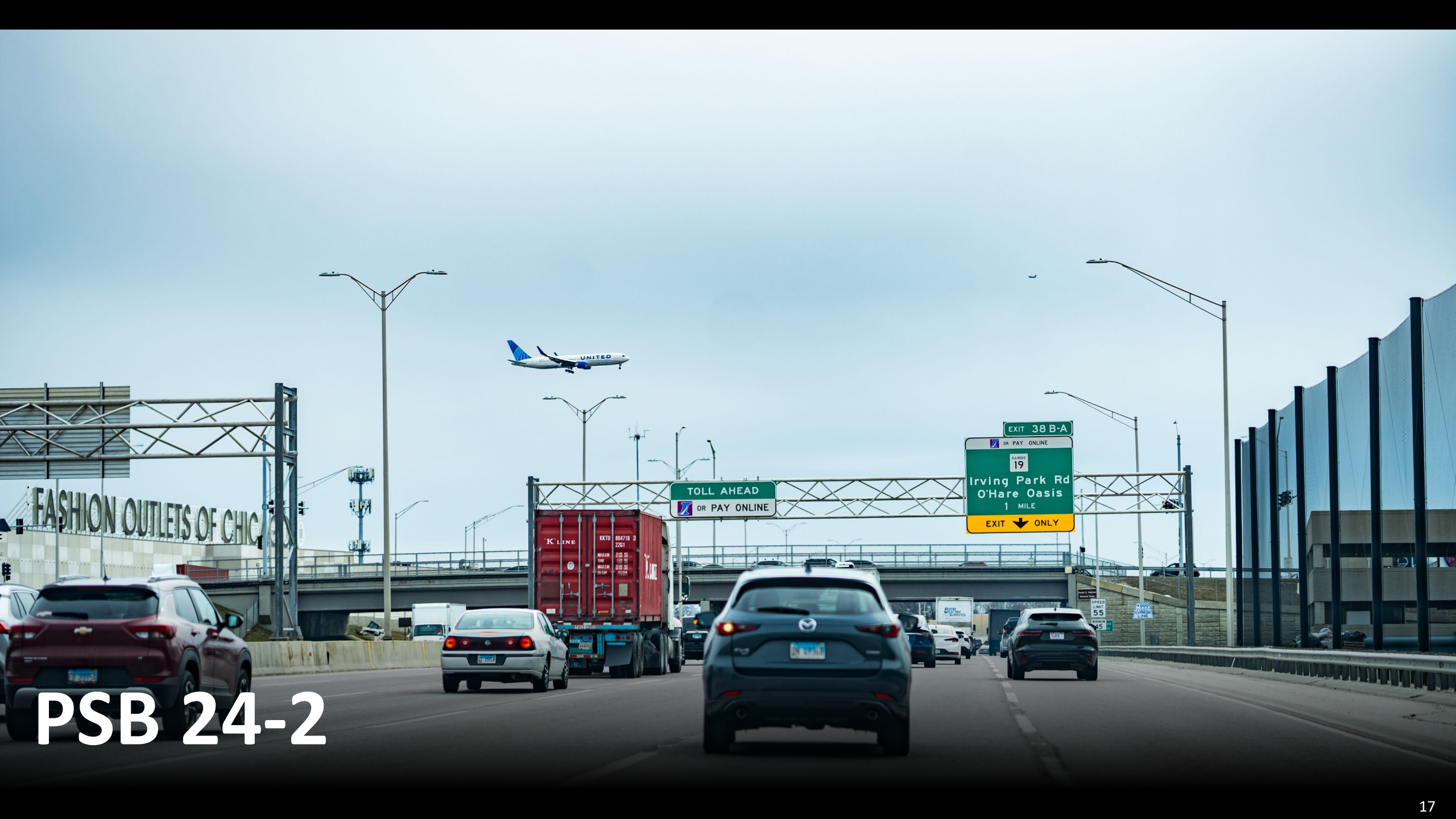
- Encourages prime consultants to assist D/M/WBE firms and veteran-owned small businesses
- Mentor and Protégé work on agreed-upon scope designed to help expand the Protégé's technical capabilities and develop skills needed to work with the Tollway
- Proposed relationships require **Exhibit E** with Statement of Interest

### Technical Assistance Program

- Providers can assist with preparation of capabilities statements and Statements of Interest
- Certification and prequalification application assistance
- Relationship building and matchmaking opportunities



PSB 24-2





# ITEM 1: I-24-4961 - Phase I Engineering Services

## *I-355/I-88 Interchange Improvements*

- Includes preparation of master planning studies for the Veterans Memorial Tollway (I-355) at Reagan Memorial Tollway (I-88) Interchange
- Limits along I-355 between 63<sup>rd</sup> Street and Butterfield and I-88 between Naperville Road and Highland Avenue
- Design deliverables in accordance with Section 4.3 (Master Planning Phase) of the DSE Manual
- Provide recommendation to improve operations at the interchange

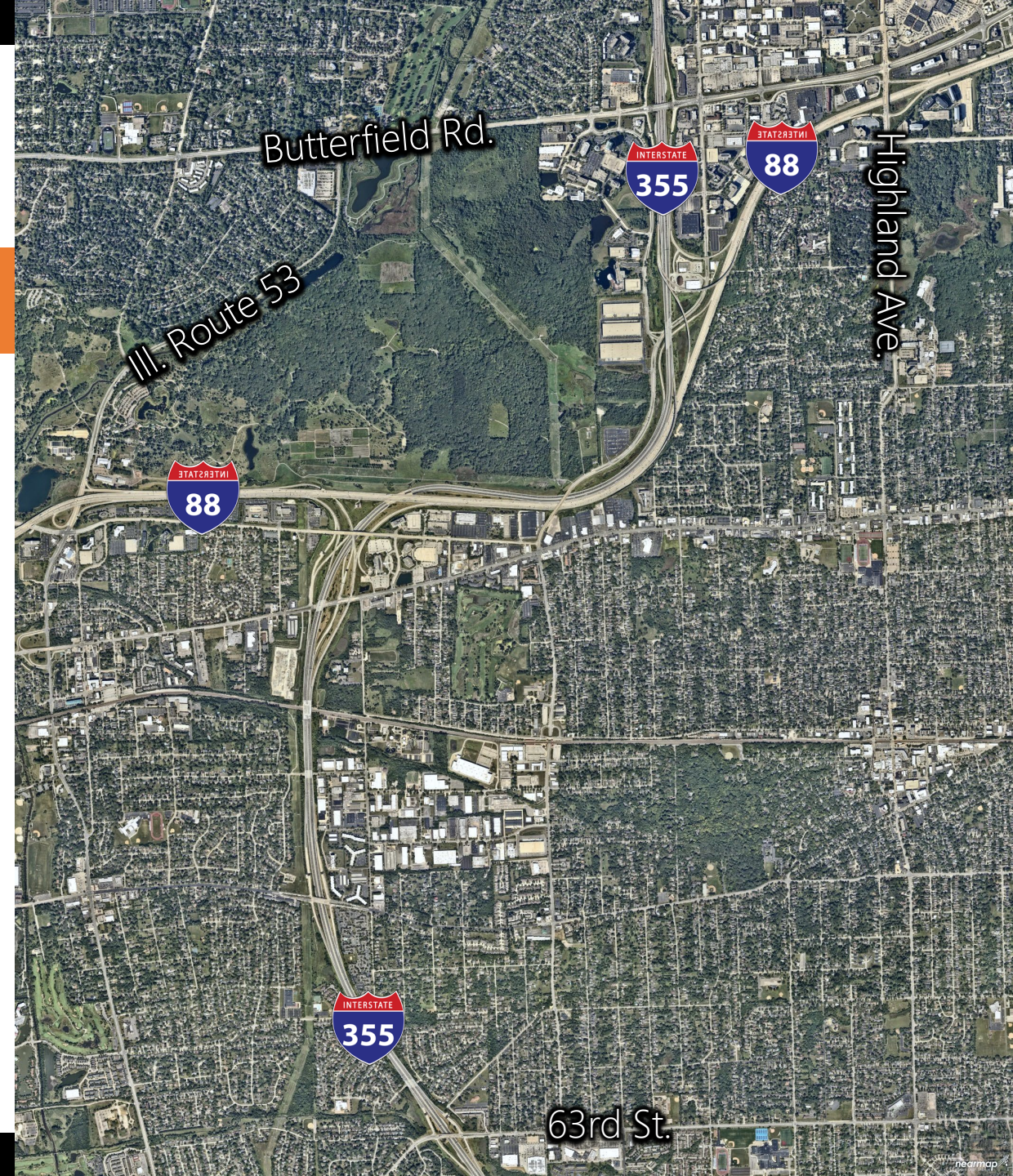


# ITEM 1: I-24-4961

## Phase I Engineering Services

### *I-355/I-88 Interchange Improvements*

- System interchange studies and alternatives analysis
- Pre-Conceptual drawings
- MOT alternatives
- Environmental and stormwater impacts
- Utility coordination
- Agency coordination
- Bridge condition reports
- Previous studies of the EB I-88 to SB I-355 and NB I-355 to WB I-88 movements will be made available for review



# ITEM 2: I-24-4960 - *Planning Studies Upon Request*

## *Systemwide Planning Studies and Engineering Services*

- Focus on access improvements along the Reagan Memorial Tollway (I-88) from U.S. Route 30/Rock Falls Road (Mile Post 44.2) to Illinois Route 56 (Mile Post 113.3)
- Feasibility Studies, Master Plan Studies and/or Concept Reports for new interchanges
- Toll Plaza Studies which may include repurposing or redevelopment
- Public coordination
- Topographical survey
- Evaluation of utilities
- Upper limit of compensation is \$3,000,000



# ITEM 3: RR-24-4957 - *Phase III Construction Management Services*

## *Jane Addams Memorial Tollway (I-90) Pavement and Structural Preservation, Kishwaukee River to Randall Road*

### **Pavement and Structural Preservation from Mile Post 18.3 to Mile Post 52.2:**

- Mainline pavement preservation to include crack and joint sealing and pavement patching
- Shoulder pavement preservation to include cleaning and sealing longitudinal joints; filling, routing and sealing cracks; and sealing asphalt shoulders
- Structural preservation to include various superstructure and substructure repair, joint repair, deck sealing, and culvert clearing
- Also includes drainage and environmental improvements
- Approximately 30 bridge structures and 4 culvert structures
- May include multiple construction contracts
- Anticipate construction substantially complete end of 2025





# PLAZA IMPROVEMENTS

## *Construction Management Services*

# ITEM 4: I-24-4958 - Phase III Construction Management Services

## Tri-State Tollway (I-294) Plaza Improvements

**Construction Management Services for repair or reconstruction of plazas. Improvements include:**

- Removing barrier wall between lanes and constructing barrier free toll zone(s)
- Removing canopy above lanes and constructing monotube(s) as applicable
- Accommodating tolling and traffic while under construction



- Package 1:
  - Plaza 28 at Golf Road. Also includes rehabilitation work at the ramp bridge from eastbound Golf Road to northbound I-294 over Golf Road
- Package 2:
  - Plaza 34 at 75th Street/Willow Springs Road
  - Plaza 38 at 95th Street
  - Plaza 40 at 159th Street
- Anticipated 2025 – 2026 construction
- Must coordinate with Tollway Business Systems during construction. Roadway and tolling knowledge required.

# ITEM 5: I-24-4959 - Phase III Construction Management Services

## Reagan Memorial Tollway (I-88) Plaza Improvements

**Construction Management Services for repair or reconstruction of plazas. Improvements include:**

- Removing barrier wall between lanes and constructing barrier free toll zone(s)
- Removing canopy above lanes and constructing monotube(s) as applicable
- Accommodating tolling and traffic while under construction

**Contracts include the following locations:**

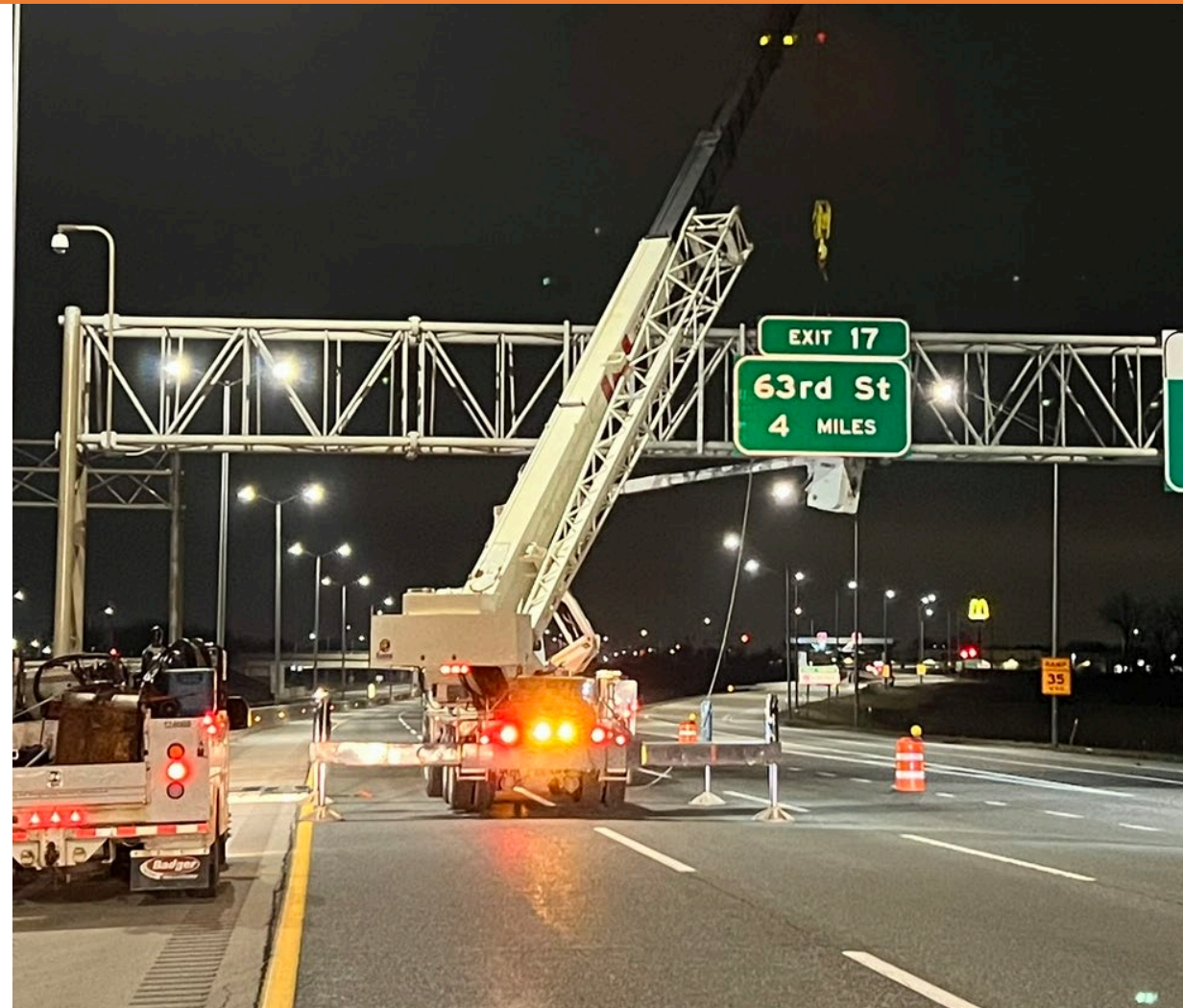
- Plaza 56 at Highland Avenue
- Plaza 57 at Naperville Road
- Plaza 58 at Winfield Road
- Plaza 59 at Farnsworth Avenue
- Plaza 63 at IL 31
- Plaza 64 at Orchard Road
- Anticipated 2025 – 2026 construction
- Must coordinate with Tollway Business Systems during construction. Roadway and tolling knowledge required.



# ITEM 6: RR-24-9296 - *Construction Management Upon Request*

## *Systemwide Construction Management Services*

- Task orders under the blanket agreement will be negotiated and authorized by the Tollway on an as-needed basis
- Anticipated tasks include:
  - Pavement marking installation
  - Sign fabrication, installation and improvements
  - Roadway Job Order Contracting
  - Facility Improvements
  - On call and as-needed work related to the Tollway System
- Upper limit of compensation is \$3,000,000





An aerial photograph of a highway interchange under construction. The image shows multiple lanes of traffic, including cars and large trucks. In the center, there is a large area of dirt and construction equipment, including excavators and trucks. The word "QUESTIONS" is overlaid in large, bold, yellow capital letters.

# QUESTIONS

*Questions may be sent to:  
[PSB\\_24-2.01\\_Questions\\_and\\_RFIs@docs.e-builder.net](mailto:PSB_24-2.01_Questions_and_RFIs@docs.e-builder.net)*

An aerial photograph of a complex highway interchange with multiple overpasses and ramps. The scene includes residential areas with houses and trees, and a construction site with cranes and dirt. The text 'MIQ AND NETWORKING' is overlaid in large, bold, yellow letters across the center of the image.

# MIQ AND NETWORKING



**THANK YOU FOR  
YOUR PARTICIPATION**

<b>Firm/Organization</b>	<b>Last</b>	<b>First</b>	<b>PSB</b>
Morreale Communications	Abrams	Wendy	
WSP	Adams	Tanya	
American Engineering Consultants, Inc.	Ahmed	Sayed	
Illinois Tollway Senior Project Manager	Ajami	Elias	
HNTB - Illinois Tollway PMO	Aladham	Anthony	
Illinois Tollway Deputy Chief of Program Implementation	Allen	Jeff	
4HD, Inc.	Alrousan	Ahmad	
4HD, Inc.	Alrousan	Renad	
WSP	Aragon	Moises	
American Veteran Engineering	Arellano	Patricia	
Illinois Tollway Assistant Project Manager	Arreola	Diana	
ACEC Illinois	Artl	Kevin	
OSEH Inc.	Attawia	Akiwumi	
Bloom Companies, LLC	Austin	Lee	
M Squared Engineering	Bachhuber	David	
BSquared Consulting Group LLC	Bailey	Tracey	
Garza Karhoff Engineering, LLC - Illinois Tollway PMO	Barak	Angela	
S.T.A.T.E. Testing, LLC	Barry	Maxwell	
American Veteran Engineering	Basha	Mujeeb	
V3 Companies	Bauer	Jake	
Singh + Associates Inc.	Beale	Stephanie	
Michael Baker International	Beglier	Patrick	
S.T.A.T.E. Testing, LLC	Behnke	Jay	
Illinois Tollway General Manager of Diversity and Strategic Development	Bennett	Kristen	
Interra	Bentsen	Ross	
TECMA Associates, Inc.	Berube	Ann	
Illinois Tollway Manager of Public Affairs	Bigness	Jon	
K-Five Construction	Bodzioch	Joe	
Bloom Companies, LLC	Borges	Thomas	
Illinois Construction & Environmental Consulting, Inc.	Brangenberg	Michael	
Ames Engineering, Inc.	Brazas	Wesley	
APEX Consulting Engineers	Brazil	Del	
Valdes Architecture and Engineering	Breitenbach	Karen	

Illinois Tollway	Brown	Darius	
DLZ Illinois, Inc.	Brumm	Gregory	
Bravo Company Engineering, Inc.	Bruns	Trenton	
KAD Engineering PLLC	Bui-Walston	Candance	
HNTB - Illinois Tollway PMO	Burnham	Maria	
Holmes Peacekeepers Service Corp	Butler	Patricia	
Behnke Materials Engineering	Calvillo	Fabian	
Curran Contracting	Camarena	Jairus	
Illinois Tollway Deputy Chief of Procurement	Campuzano	Maria	
Patrick Engineering	Carey	Thomas	
Orion Engineers, PLLC	Carlstrom	Shawon	
HR Green, Inc.	Carrasco	Ana	
Alfred Benesch & Company	Carrato	Tommy	
ICC Group Inc.	Carson	Jim	
Accenture	Castillo	David	
d'Escoto, Inc.	Castro	Brian	
Illinois Tollway Chief of Business Systems	Catolico	Michael	
Patrick Engineering	Cebulski	Jarrold	
Mead of Hunt	Chorromaz	Walter	
Peralte-Clark, LLC	Clark	John	
CKL Engineers, LLC	Clay	Kenneth	
Wight & Company	Clinnin	John	
STV, Inc.	Coffey	Ted	
Illinois Tollway DBE Program Manager	Coleman	Timothy	
Garza Karhoff Engineering, LLC	Collins	Elizabeth	
Judlau Contracting, Inc.	Console	Pete	
Cousins Construction & Development DBA Aiona Construction	Cousins	Dave	
HNTB - Illinois Tollway PMO	Crowley	Kaci	
Illinois Tollway Technical Assistance Program (ICU)	Curry	Allen	
Beneson	Cuthertson	Dave	
HNTB - Illinois Tollway PMO	Dainis	John	
GSG Consultants, Inc.	Dajani	Sal	
KAD Engineering PLLC	Dastgir	Lien	
Infrastructure Engineering, Inc.	Dave	Chirag	

ITS Engineering, Ltd.	Dawson	Darryl	
WSP	Decker	Diana	
V3 Companies	Del Medico	Vincent	
Lakeside Engineers	Dembowski	Doug	
Primera Engineers, Ltd.	Deming	Rob	
TECMA Associates, Inc.	Denne	Michael	
d'Escoto, Inc.	d'Escoto	Frederick	
d'Escoto, Inc.	d'Escoto	Federico	
ABNA	Deshpande	Mitesh	
SE3, LLC	Doerrer	Ryan	
Collins Engineers, Inc.	Donahue	Pat	
Illinois Tollway Chief of Facilities and Fleet	Donovan	David	
Interra	Doppalapudi	Rao	
Fehr Graham	Dove	Jason	
Coordinated Construction Project Control Services	Doyle	Jacqueline	
HNTB - Illinois Tollway PMO	Drew	Roderick	
Bowman Consulting Group	Druckman	Jeffrey	
Collins Engineers, Inc.	Duff	Anna	
TranSystems	Duffy	Kyle	
Patrick Engineering	Dumas	Michael	
Terracon Consultants, Inc.	Durante	Cheryl	
Illinois Tollway General Manager of Engineering	Durkin	Laura	
American Surveying & Engineering, P.C.	Duy	Craig	
Ardmore Roderick	Ehrhart	Jeff	
EFK Moen	Eilers	Darrell	
Gasperec Elberts Consulting, LLC	Elberts	Megan	
Transland Engineering Group, LLC	Englert	Wemmei	
Bush Infotech Group	Enty	Quentella	
Dunnet Bay Construction	Faerber	Tod	
Wi-Skies, LLC	Falcone	John	
RME (Rubinos & Mesia Engineers, Inc.)	Farahany	Mohsen	
Illinois Tollway Executive Project Manager	Faraj	Mohamad	
Accurate Group, Inc.	Farhat	Maen	
Illinois Tollway Chief Internal Auditor	Farmer	Shaun	

BLA, Inc.	Field	Kerry	
Illinois Tollway Chief of Procurement	Foernssler	Peter	
Aldridge Electric	Foley	Patrick	
Illinois Tollway Chief of Stakeholder Engagement	Ford	Quentin	
ISTHA	Formm	Hudson	
Angelo Construction Services, Inc.	Framarin	Dan	
Thomas Engineering Group, LLC	Gal	Angelica	
Illinois Tollway	Galvan	Marissa	
Ghandi & Associates	Gandhi	Dhvanika	
Illinois Tollway IHCC Technical Assistance Program	Garcia	Gabi	
Valdes Architecture and Engineering	Garcia	Jillian	
DBE Program Manager	Garibay	Julia	
Gasperec Elberts Consulting, LLC	Gasperec	Lisa	
DLZ Illinois, Inc.	Gheewala	Dipak	
AECOM	Gill	Zach	
Thomas Engineering Group, LLC	Gill	Thomas	
HNTB - Illinois Tollway PMO	Gilligan	Ty	
Garza Karhoff Engineering, LLC	Godinez	Elisa	
Tensor: A Division of CMC	Graziani	Nick	
Material Solutions Laboratory Corporation	Greenfield	Lisa	
Valdes Architecture and Engineering	Gregory	Scott	
Illinois Tollway Chief of Security and Safety	Grist	Arthur	
Alfred Benesch & Company	Gross	Dan	
Executive Secretary	Grosso	Cristina	
Illinois Tollway Contract Payment Expediter	Guzman	Leticia	
Illinois Tollway Senior Contract Negotiator	Hacking	Kathi	
M Squared Engineering	Hahm	Minal	
Illinois Tollway Procurement and Construction Services Manager	Hall	Danna	
Parsons	Hall	Jeff	
I.C.E. Consulting, Inc.	Hamano	Clayton	
Collins Engineers, Inc.	Hamelka	James	
Stanley Consultants, Inc.	Hamilton	Jared	
Illinois Tollway Senior Project Manager	Hanba	Rick	
WSP	Hanks	Ryan	

Hanson Professional Services Inc.	Hannemann	Patrick	
INDEP Chicago - IHCC TA	Harder	Dana	
CDM Smith	Hart	Jonathon	
Adesta	Hauck	Nathan	
EFK Moen	Havel	Joe	
Gonzalez Companies, LLC	Hayes	Kevin	
Hanson Professional Services Inc.	Heaton	Mark	
CEP Engineering	Heidari	Najim	
HDR	Hein	Thomas	
Milhouse Engineering and Construction, Inc.	Henao	Christopher	
Judlau Contracting, Inc.	Henneberg	Aaron	
Lakeshore Engineering, LLC	Henriksen	Margaret	
SE3, LLC	Herrera	Rafael	
Illinois Tollway Senior Project Manager	Ho	Michelle	
TranSmart	Hoagland	Chris	
Baxter and Woodman, Inc.	Hogan	Denis	
Illinois Tollway Contract Payment Expediter	Homeyer	Robert	
ISTHA	Homener	Robert	
R.M. Chin & Associates, Inc.	Horton	Kurt	
Lochner	Houston	James	
Cotter Consulting, Inc.	Houton	Megan	
Princeton Technical Services Inc.	Hughes	Timothy	
Illinois Tollway Business Analyst	Hukic-Hamzic	Emina	
PMCS	Hunn	Joseph	
Ardmore Roderick - Illinois Tollway PMO	Hunt	Sara	
Accurate Group, Inc.	Hussaini	Syed	
HBM Engineering Group, LLC	Issa	Moussa	
HBM Engineering Group, LLC	Issa	Hayat	
exp U.S. Services, Inc.	Iyengar	Rajiv	
APEX Consulting Engineers	Javadi	Mohsen	
Material Solutions Laboratory Corporation	Jedrzejak	Daniel	
Illinois Tollway Chief of Administration	Jenkins	Angela	
TranSystems	Jennings	Mandi	
Illinois Tollway Deputy Chief of Contract Compliance	Jobe	Sainey	



SQN Associates, LLC	Johnson	Jason	
GRAEF	Johnston	Peter	
American Veteran Engineering	Jones	Aaron	
DLZ Illinois, Inc.	Jones	Jennifer	
APS Consulting, Inc.	Joshi	Shakti	
Juneau Associates	Juneau	Charles	
Badger Infrastructure Solutions	Kaczmarski	Tom	
Dunnet Bay Construction	Kaftantzis	Katina	
Kaletech, LLC	Kale	Chetan	
Illinois Tollway Business Analyst of Diversity & Strategic Development	Karahalios	Alexander	
Garza Karhoff Engineering, LLC	Karhoff	Brenda Garza	
DAMA Consultants, Inc.	Kasemsarn	Arnold	
ProjectHuddle, LLC	Katwala	Disha	
Terra Engineering	Kavanaugh	Dan	
Delta Engineering Group, LLC	Kazi	S.M.	
GKE	Keefe	Patrick	
HNTB - Illinois Tollway PMO	Keels	Andy	
RS&H, Inc	Kersten	Christopher	
Illinois Tollway Executive Project Manager	Keslinke	Keith	
Atlas Engineering Group, Ltd.	Khaliq	Zia	
CDM Smith	Khilmani	Asmal	
exp U.S. Services, Inc.	Kholakiya	Maulik	
HNTB - Illinois Tollway PMO	Kim	Jordan	
Illinois Tollway Project Manager	Kiswani	Zayed	
Strata Earth Services, LLC	Knight	Sara	
AC Iron	Knueppel	Paul	
Clark Dietz	Kochan	Chester	
Bowman Consulting Group	Kovacs	Paul	
Bravo Company Engineering, Inc	Kozial	Joseph	
BLA, Inc.	Kozik	Fred	
QRSE, LLC	Kraut	Tre	
Illinois Tollway Deputy Chief of Program Implementation	Kukadia	Sarah	
Juneau Associates	Kulick	Brian	
F.H. Paschen	Kusbel	Mike	

Gonzalez Companies, LLC	Lachus	Ted	
Civiltech Engineering, Inc.	Lange	Jeffrey	
HNTB - Illinois Tollway PMO	Lanzo	Paul	
J. A. Watts	Laskero	Jim	
PDF Engineering	Leah	Davila	
Illinois Tollway	Lencioni	Gabriel	
QEI	Levenda	Caroline	
CKL Engineers, LLC	Lewis	Kody	
ISTHA	Linter	Stephanie	
Sandi Llano & Associates	Llano	Sandi	
Ames Engineering, Inc.	Lowery	Brenda	
Luxe Ducts	Luce	Connie	
Illinois Tollway Executive Project Manager	Lussow	John	
Lakeside Engineers	Maas	Joe	
TranSystems	Macander	Ryan	
Bravo Company Engineering, Inc	Magner	Reid	
CKL Engineers, LLC	Mains	Rob	
SQN Associates, LLC	Makhani	Rozie	
Illinois Tollway Technical Assistance Program (IHCC)	Malca	Keren	
Civiltech Engineering, Inc.	Mall	Derek	
Accenture	Malone	Martin	
Design Consulting Engineers	Mannan	Abdul	
DivIHN Integration, Inc.	Marionneaux	Sheila	
Wi-Skies, LLC	Marsh	Joe	
SE3, LLC	Martin	Jason	
SPAAN Tech, Inc.	Martin	Timothy	
Gasperec Elberts	Martin	Mike	
HNTB - Illinois Tollway PMO	Mayer	Jim	
Gordian	Mayfield	Malaika	
McDonagh Demolition Inc	McDonnell	Rob	
Illinois Tollway Intergovernmental Agreements Manager	McDonough	Jim	
Stantec	McGibbon	David	
Illinois Tollway Deputy Chief of Stakeholder Engagement	McGinnis	Joelle	
Atlas Technical Consultants, LLC	McGowan	Brian	

ISTHA	Mennenga	Sophie	
Stanley Consultants, Inc.	McMillan	Dolan	
Walsh Construction Company II, LLC	McNally	Chris	
Onyx Architectural Services	McNulty	Dennis	
Bowman Consulting Group	McPartlin	Brian	
TECMA Associates, Inc.	Meropolski	Roman	
Singh + Associates Inc.	Miller	Colleen	
STV, Inc.	Mittal	Sam	
V3 Companies	Modesto	Marissa	
American Engineering Consultants, Inc.	Mohammed	Hamed	
H K M Engineers, LLC	Mohammed	Abdul Moiz	
OSEH Inc.	Mohammed	Muthayab	
ISTHA	Mohammed	Alma	
Lochner	Moller	Jason	
Quigg Engineering Inc	Monk	Ross	
Cotter Consulting, Inc.	Montesinos	Jose	
2IM Group	Montgomery	Luis	
Illinois Tollway Senior Manager of Diversity Programs	Moore	Shavon	
HNTB - Illinois Tollway PMO	Morcos	Johnny	
V3 Companies	Morillo	Zaida	
Adesta	Mosny	Steven	
Ardmore Roderick - Illinois Tollway PMO	Mrugacz	Jeremy	
Ardmore Roderick - Illinois Tollway PMO	Mueller	Marty	
Mott MacDonald	Mugabe	Kundayi	
Terra Engineering	Munizzo	Rich	
Illinois Tollway	Murich	Kelsey	
Civiltech Engineering, Inc.	Murphy	Nathan	
HNTB - Illinois Tollway PMO	Murtagh	Paul	
Illinois Tollway Chief of Engineering	Nashif	Manar	
Valdes Architecture and Engineering	Naughton	John	
HNTB - Illinois Tollway PMO	Naumes	Courtney	
Crawford Murphy and Tilly, Inc	Nelson	Kevin	
Millennia Professional Services	Ngo	Thomas	
AGANO ZURI	Ngoy	Jean-Pierre	

Illinois Tollway Authority Business Enterprise Program Manager	Ngwayah	Elias	
HeadLight	Nicholson	Mark	
Ardmore Roderick - Illinois Tollway PMO	Noe	Jamie	
STV, Inc.	Nolan	Kevin	
SQN Associates, LLC	Novosel	Trisha	
PMCS	Nutter	Nicole	
Program Management & Control Services	Nutter	Kerry	
PMCS	Nutter	Tom	
Illinois Tollway Chief of Contracts	Occomy	Eric	
Gonzalez Companies, LLC.	O'Holleran	Adam	
SDI Engineering Corporation	Oladeinde	Olufemi	
BLA, Inc.	O'Neill	John	
Accenture	Ousley	Peter	
Transland Engineering Group, LLC	Owusu-Safo	Yvonne	
WBK Engineering, LLC	Oyewole	Yemi	
BLA, Inc.	Page	Frederick	
Dunnet Bay Construction	Paine	Michael	
Illinois Tollway Transportation Planner	Panther	Reed	
Abna of Illinois	Paolicchi	Tom	
Michael Baker International	Parakalla	Naveen	
HNTB - Illinois Tollway PMO	Paschkow	Samantha	
Illinois Tollway Community Relations & Outreach Manager	Passi	Kelsey	
10-4 Engineering, PLLC	Patel	Hemal	
WSP	Patel	Dipak	
Horner & Shifrin	Pawula	Brian	
Farnsworth Group	Pellizzari	David	
Peralte-Clark, LLC	Peralte	Jean-Alix	
Illinois Tollway Compliance Manager	Perez	Grace	
Illinois Tollway Senior Manager of Diversity Outreach	Perez	Lorena	
Stantec	Pieniazek	Dave	
Illinois Tollway Senior Manager of Strategic Planning	Platt	Lauren	
V3 Companies	Poer	Matt	
Coordinated Construction Project Control Services	Pogebum	Natalia	
Cardinal Industrial Development	Pogrebna	Natalia	

Prestige Veteran Builders	Powell	Phil	
Quigg Engineering Inc	Quigg	Sophie	
Illinois Tollway Digital Media Specialist	Quintana	Mario	
d'Escoto, Inc.	Rabinovich	Emily	
AEC Advisors	Rajadhyaksha	Shyam	
Parsons	Rajpurkar	Amar	
TranSmart	Rashed	Mohammed	
Lakeshore Engineering, LLC	Reddivari	Sainath	
AtkinRealis	Reed	Wayne	
Illinois Tollway Senior Contract Compliance Analyst	Reed-McClinton	Tamela	
Illinois Tollway Administrative Manager to the Board of Directors	Regnery	Christi	
Engineering Services Group, Inc.	Rehman	Omer	
Engineering Services Group, Inc.	Rehman	Imtiaz	
Stanley Consultants, Inc.	Reinke	Adam	
American Surveying and Engineering	Reynolds	Ty	
Illinois Tollway Board Chairman	Rivera	Arnie	
HNTB - Illinois Tollway PMO	Rivera Rodriguez	Genesis	
Bush Infotech Group	Roberts	Terrence	
Burns & McDonnell	Robinson	Jimmy	
Illinois Tollway Chief of Planning	Robles	Karyn	
Illinois Tollway Deputy Chief of Roadway Maintenance	Rohan	Gayle	
RME (Rubinos & Mesia Engineers, Inc.)	Romero	Javier	
PMCS	Rose	Nicole	
TranSystems	Ross	Martin	
Illinois Tollway Executive Director	Rouse	Cassaudra	
CEP Engineering	Rubin III	Felix R	
DivIHN Integration, Inc.	Rush	Dr. Reginald F.	
TranSystems	Sadler	John	
BLA, Inc.	Saengvilay	Eddie	
Illinois Tollway Senior Project Manager	Sainvil	Reeve	
Innova Consulting, Inc.	Saleem	Samina	
Sanchez & Associates, P.C.	Sanchez	Gerardo	
AECOM	Sarwar	Naveed	
OSEH Inc.	Sayani	Mohammed	

J. A. Watts	Schilling	Nick	
Ghandi & Associates	Schrader	Michael	
Stantec	Schriks	Dan	
Morreale Communications	Schuch	Michael	
Burns & McDonnell	Schweickert	Shelli	
RME (Rubinos & Mesia Engineers, Inc.)	Shah	Dipak	
RME (Rubinos & Mesia Engineers, Inc.)	Shah	Nihar	
Wight & Company	Shah	Rupen	
ARK Engineering Associates, Ltd.	Shaikh	Kaleem	
Pinpoint Precision, LLC	Shaikh	Arif	
CEP Engineering	Shanklin	Terrence	
Illinois Tollway Chief Information Officer	Shay	Mike	
Ames Engineering, Inc.	Siddiqi	Ahsan	
AECOM	Smith	Brian	
Strand Associates, Inc.	Smith	Ryan	
OSEH Inc.	Soyomi	Mohammed	
Comptroller - Withholding Agent	Spencer	Seannica	
Gasperec Elberts Consulting, LLC	Squitieri	Ashley	
Juneau Associates	Stahl	Bill	
Strand Associates, Inc.	Standish	Anthony	
Innleadair, LLC	Stephenson	Peter	
HNTB - Illinois Tollway PMO	Stevens	John	
Illinois Tollway Senior Manager of Marketing & Communications	Stewart	Diana	
GMA - Illinois Tollway PMO	Stockdale	Anna	
Judlau Contracting, Inc.	Stoklosa	Wally	
Get I-Pass	Strong	Janiee	
Interra	Stueland	Dan	
Bowman Consulting Group	Stukel	Greg	
Illinois Road & Transportation Builders Association	Sturino	Mike	
S.T.A.T.E. Testing, LLC	Sylla	Ryan	
Patrick Engineering	Szczupaj	James	
DB Sterlin Consultants, Inc.	Szelewa	Jaroslaw (Jerry)	
Engage Civil	Ta	Kelsey	
SRF Consulting Group	Tadic	Aleksandra	

Michael Baker International	Tanner	Zachary	
HNTB - Illinois Tollway PMO	Tapia-Lopez	Emily	
R.M. Chin & Associates - Illinois Tollway PMO	Tatro	Beth	
Illinois Tollway Chief of Operations	Taylor	Pat	
The Will Group	Taylor	Stephen	
Illinois Tollway	Thigpen	Micah	
ABNA	Thomas	Crispin	
Illinois Tollway Executive Project Manager	Thompson	Laura	
Material Solutions Laboratory Corporation	Tiltges	Daniel	
Accurate Group, Inc.	Tobergte	Jennifer	
J. A. Watts	Trcka	Christopher	
exp U.S. Services, Inc.	Umbright	Brian	
American Surveying & Engineering, P.C.	Urban	John	
Valdes Architecture and Engineering	Valdes	Robert	
WSP	Valentino	Mike	
K-Five Construction	Vester	Keri	
Illinois Tollway Acting Chief of Diversity and Strategic Development	Vick	Marlene	
Accenture	VM	Chandrashekar	
Cotter Consulting, Inc.	Vujic	Borut	
Jacobs	Weaver	Jake	
SPAAN Tech, Inc.	Weaver	Michael	
Milhouse Engineering and Construction, Inc.	Whitaker	Will	
CKL Engineers, LLC	Whiteside Williams	Mae	
Ardmore Roderick	Widack	Chris	
DB Sterlin Consultants, Inc.	Wiedmann	Anthony	
HR Green, Inc.	Wieser	James	
SWE Solutions	Wilkinson	David	
Illinois Tollway Chief Financial Officer	Williams	Cathy	
Illinois Tollway Deputy Chief of Program Implementation	Williams	Cindy	
American Surveying & Engineering, P.C.	Wilson	David	
Bravo Company Engineering, Inc	Wilson	Karl	
Illinois Tollway Senior Project Manager	Wittmer	Don	
American Surveying and Engineering	Woessner	Dan	
SWE Solutions	Wong	Stephanie	

EFK Moen	Wooten	Bobby	
Illinois Tollway Environmental Planner	Wyss	Amber	
Collins Engineers, Inc.	Yorom	John	
AECOM	Young	Richard	
HDR	Zeman	Benjamin	
Illinois Tollway Senior Project Manager	Ziegler	Jill	
Lochner	Zorn	Michael	
Metro Strategies Group	Zucchero	Rocco	
WBK Engineering, LLC	Zuo	Joanne	