

# PROFESSIONAL SERVICES BULLETIN 24-3

## ADDENDUM No. 1

*ADDENDUM No. 1 does not change the due date or time.*

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

**Due Date: September 27, 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/>.

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No. 24-3 Addendum 1

September 13, 2024

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



Illinois Tollway  
2700 Ogden Avenue, Downers Grove, IL 60515

**ADDENDUM NO 1  
TO  
PROFESSIONAL SERVICES BULLETIN No 24-3**

**Addendum No. 1 does not change the due date or time. Statements of Interest are due via the e- Builder process: <http://www.e-builder.net> to the Illinois State Toll Highway Authority, by 4:30:00 p.m. Central Time, September 27, 2024.**

**The following revisions have been made to this Professional Services Bulletin No. 24-3 and as a result of the revisions the bulletin is being reissued in its entirety with changes noted. If you downloaded the bulletin prior to the noted Addendum/ Revision Date, you should incorporate the revisions, or download and use a new copy of the bulletin.**

**ADDENDUM No. 1 / REVISION DATE: September 13, 2024**

Updated the estimated schedule under Section 3.2.

Pre-Proposal Presentation and Attendee list. An Audio recording of the pre-proposal meeting is available on <https://www.bidbuy.illinois.gov/>

**QUESTIONS: The Tollway has received the following questions to PSB 24-3 via the e-Builder SOI Mailbox. The Tollway offers the following responses:**

**Q1:** For Item 1, can the Project Engineer and the Electrical Designer be the same person?

**Answer:** Yes.

**Q2:** Should geotechnical services and environmental services be included in our proposal for Item 1?

**Answer:** Limited geotechnical services are anticipated to be required for ITS device locations and shall follow the Tollway's Geotechnical Manual. Geotechnical investigation is ongoing for the I-490 corridor. The information available at the time of scoping and negotiations will be provided to the consultant. The consultant for this item will be required to provide supplemental geotechnical services as required to support the design. No environmental services are anticipated.

**Q3:** The "Terms and Conditions" file is currently not available for download on the Tollway website. Is this file required for the PSB?

**Answer:** The Terms and Conditions form is available on the Tollway's website under PSB 24-3 and is required.

**Q4:** The Exhibit H PSB number in the bottom left hand corner reads "PSB XX-X." Will an updated version be uploaded to the Tollway website for download?

**Answer:** Exhibit H has been updated and is available on the Tollway's website under PSB 24-3.

**Q5:** If a firm was the Phase II designer for a project are they precluded from submitting as the PRIME for Construction Management Services for that project?

**Answer:** A firm is not precluded from submitting in such an instance. Reference Section 2.1 CONSULTANT /SUBCONSULTANT CONFLICTS OF INTEREST WITHIN TOLLWAY PROJECTS and 3.3.2.3 Section 4 – Conflicts of Interest.

**Q6:** Instructions for Standard Business Terms and conditions says to submit a separate document for each team member? E-Builder only takes one document for this submittal, please clarify. This also applies to Board of Elections.

**Answer:** If submitting as a Team, then all members of the Team must complete and submit the Illinois Tollway Standard Business Terms and Conditions and Board of Elections registration document individually. A single PDF that combines all Team members forms and documentation for each requirement is acceptable.

**Q7:** ABCDEF\_TM\_WL\_TM Is this an appropriate naming convention for documents if Ebuilder is showing our team code name ABCDEF\_TM?

**Answer:** Refer to Section 3.4.4 INSTRUCTIONS FOR e-Builder SUBMITTAL.

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# PART I: THE SCHEDULE

## 1.1 CONTACT INFORMATION

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

PSB 24-3 Coordinator: [csstaff@getipass.com](mailto:csstaff@getipass.com)

PSB 24-3 Tech Support: [ebuilder@getipass.com](mailto:ebuilder@getipass.com)

PSB 24-3 eBuilder Training: [ebuilder@getipass.com](mailto:ebuilder@getipass.com)

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## 1.2 24-3 OFFICIAL NOTICE

This Professional Services Bulletin 24-3 (PSB 24-3) 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 24-3, 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 24-3 SUMMARY

Information for the e-Builder process for PSB 24-3 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 Thursday, September 12, 2024, at 1:00 p.m. (CT) Via Microsoft Teams**

**Register here:** <https://events.gcc.teams.microsoft.com/event/e263e023-48ad-4181-a60c-f0df19eeaf59@48475f88-04d3-4aa6-ae94-21dcfec788aa>

All questions related to this PSB must be submitted electronically through the e-Builder SOI Mailbox at [PSB 24-3.01 Questions and RFIs@docs.e-builder.net](mailto:PSB_24-3.01_Questions_and_RFIs@docs.e-builder.net) no later than **September 17, 2024 at 4:30:00 pm (CT)**. The subject line should read: PSB 24-3 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 **24-3** 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. 24-3 ITEM INDEX

No.	Project No. / County	Description	Page No.
1	I-24-4763 DuPage and Cook Counties	<b>Elgin O'Hare Western Access Tollway (I-490), I-294 to I-90, Phase II Engineering Services</b>	A-1
2	I-24-4971 Cook and Kane Counties	<b>Jane Addams Memorial Tollway (I-90) Plaza Improvements, Construction Management Services</b>	A-2 thru A3
3	I-24-4972 DuPage and Will Counties	<b>Veterans Memorial Tollway (I-355) Fiber Optic Improvements, I-55 (MP 12.5) to Army Trail Road (MP 29.8), Construction Management Services</b>	A-4
4	RR-24-4973	<b>Systemwide, Construction Management Services Upon Request.</b> On-call and as-needed Construction Management Services	A-5
5	RR-24-4974	<b>Reagan Memorial Tollway (I-88), Central Warehouse and Sign Shop Improvements, MP 127.7, Construction Management Services</b>	A-6

## 1.5 PSB ITEM DETAILS

### 1.5.1 Item 1: I-24-4763, Elgin O'Hare Western Access Tollway (I-490), I-294 to I-90, Phase II Engineering Services

This project has a 29% D/M/WBE participation goal and 3% VOSB participation goal.

Phase II engineering services are required for the preparation of contract drawings, specifications and project related permits for the proposed Elgin O'Hare Western Access Tollway (I-490) from the Tri-State Tollway (I-294) to the Jane Addams Memorial Tollway (I-90) in Cook and DuPage Counties, Illinois. The Tollway may adjust the project limits and project scope to more accurately reflect field conditions.

The work generally encompasses Intelligent Transportation System (ITS) and Toll Plaza design for the Elgin O'Hare Western Access Tollway on I-490 from I-294 to I-90 and IL 390 from IL 83 to I-490. Work tasks shall include but not be limited to the following:

- ITS and Tolling system design, to include ramp and mainline toll plaza electronics, fiber optic systems, ITS devices and ramp queue detection
- Signing design
- Pavement markings
- All other appurtenant and miscellaneous items

Geotechnical testing to complete the work described above will not be provided by others under a separate Tollway contract.

Construction Estimate: Category A

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

#### **Special Services (Electrical Engineering) Highways (Freeways)**

The Tollway will allow a Prime Consultant to meet the prequalification for Highways (Freeways) through a subconsultant.

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)
- Electrical designer, who will be responsible for electrical design related issues (must be an Illinois Licensed Professional Engineer)
- QC/QA reviewer of all milestone submittals, who must be an Illinois Licensed Professional Engineer

Schedule: This project is scheduled to start in 2025. The substantial completion date for this project will be approximately 36 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-24-4971, Jane Addams Memorial Tollway (I-90) 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 Jane Addams Memorial Tollway (I-90) from Illinois Route 31 (MP 54.4) to Arlington Heights Road (MP 70.9) in Cook and Kane 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 I-90 plazas are anticipated to be included in this project:

- Plaza 10 at Barrington Road
- Plaza 11 at Illinois Route 31
- Plaza 12 at Roselle Road
- Plaza 13 at IL Route 25
- Plaza 14 at Illinois Route 59
- Plaza 16A at Illinois Route 59
- Plaza 16B at Beverly Road
- Plaza 18 at Arlington Heights Road

Construction Estimate: Category A

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/doing-business/construction-engineering/manuals-processes-guidelines#Manuals>

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 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.

**1.5.3 Item 3: I-24-4972, Veterans Memorial Tollway (I-355) Fiber Optic Improvements, I-55 (MP 12.5) to Army Trail Road (MP 29.8), 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 fiber optic system improvements on the Veterans Memorial Tollway (I-355) between I-55 (MP 12.5) and Army Trail Road (MP 29.8) in DuPage and Will Counties, Illinois.

The work generally encompasses installation of new conduits, fiber optic cables, and communications handholes.

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)**

**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/doing-business/construction-engineering/manuals-processes-guidelines#Manuals>

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: RR-24-4973, Systemwide, Construction Management Services Upon Request

This project has a 31% 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:

- Bridge repairs
- Drainage improvements
- Pavement repairs
- Stream channel cross-sections of culverts in accordance with IDOT BLRS Circular Letter 2019-14 NBIP Inspection Procedures
- On call and as-needed work related to the Tollway System.

The upper limit of compensation will be set at \$5,000,000 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) Structures (Highways: Typical)**

The Tollway will allow a Prime Consultant to meet the prequalification category requirement for Structures (Highways: 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
- Project Engineer, the person who will be directly involved in the development of the stream channel inspection reports (must be an Illinois Licensed Professional Engineer or Illinois Licensed Structural Engineer).

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

<https://www.illinoistollway.com/doing-business/construction-engineering/manuals-processes-guidelines#Manuals>

Schedule: This project is scheduled to start in 2025. 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 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.

**1.5.5 Item 5: RR-24-4974, Reagan Memorial Tollway (I-88), Central Warehouse and Sign Shop Improvements, MP 127.7, 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 improvements at the Central Warehouse and Sign Shop on the Reagan Memorial Tollway (I-88) at Mile Post 127.7 in DuPage County, Illinois.

The work generally encompasses facility improvements and shall include but not be limited to the following:

- Removal and replacement of existing roofing system
- Demolition and renovation of various rooms at the facility
- Installation of fire suppression system, fire detection system, and alarm system
- Installation of floor drain and plumbing
- Demolition of existing condensing units and air handling units
- Installation of new HVAC equipment
- Installation of a new natural gas generator and associated transfer switch
- Modification of electrical power distribution system
- Construction of a new open-air pre-engineered metal building
- All other appurtenant and miscellaneous items

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)**

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/doing-business/construction-engineering/manuals-processes-guidelines#Manuals>

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 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.

## **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.

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. More information on the Partner for Growth Program can be found at <https://www.illinoistollway.com/doing-business/diversity-development/programs/partnering-for-growth>

## **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: <https://public.powerdms.com/IDOT/documents/2617622/Description%20And%20Minimum%20Requirements%20For%20Prequalification>

## 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	September 4, 2024
Pre-proposal meeting 1:00:00 p.m. Central Time	September 12, 2024
Last Day for Questions no later than 4:30:00 pm Central Time	September 17, 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.	September 27, 2024
<b>Selection Committee Meeting:</b>	November / December, 2024
Estimated Board Approval	December 2024 / January 2025
Estimated Notice to Proceed	February 2024 / March, 2025

**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 24-3 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:

Firm Information Group By Show Filter Select All Row Height: 18 Download Template Import Delete

**In this Grid:** Include ALL team members (e.g., prime, teaming firms, and subconsultants). Total percent at the bottom of the **% of Work to be Completed by Consultant** column must equal 100.

**To import SOI Team data:** Click the "Download Template" link to the left of the "Import" button immediately above. Open the downloaded spreadsheet, enter the SOI Team information, and save. Click the "Import" button and choose the template. Click "Import."

#	SOITEAM Firm Name	Team Member Role	% of Work to be Completed by Consultant	Role of consultant	Contact e-mail	D/M/WBE Status	Veteran St
Grand Totals (0 Items)			0.00				

**Add New Item for Firm Information**

- SOITEAM Firm Name
- Team Member Role
- % of Work to be Completed by Consultant
- Role of consultant
- Contact e-mail
- D/M/WBE Status
- Veteran Status
- DBE (Disadvantaged Business Enterprise) Program
- Male or Female
- Ethnicity
- Multiple Owners
- ESOP
- P4Q?
- P4Q Role
- P4Q Partner(s)

Clear Add

### 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/>

Illinois Department of Transportation Manual of Test Procedures for Materials  
<https://public.powerdms.com/IDOT/documents/2732503>

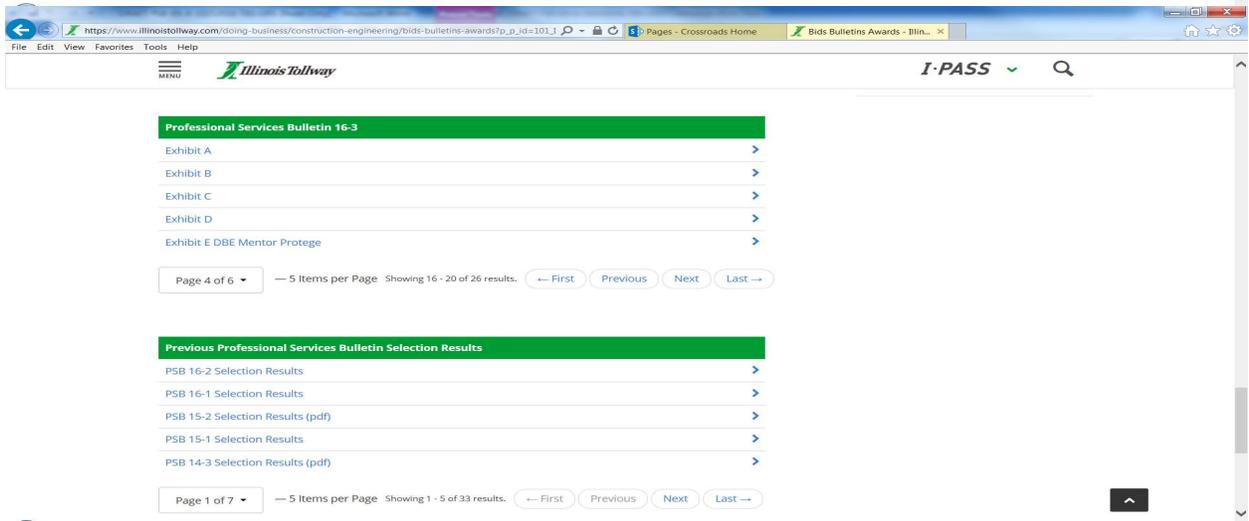
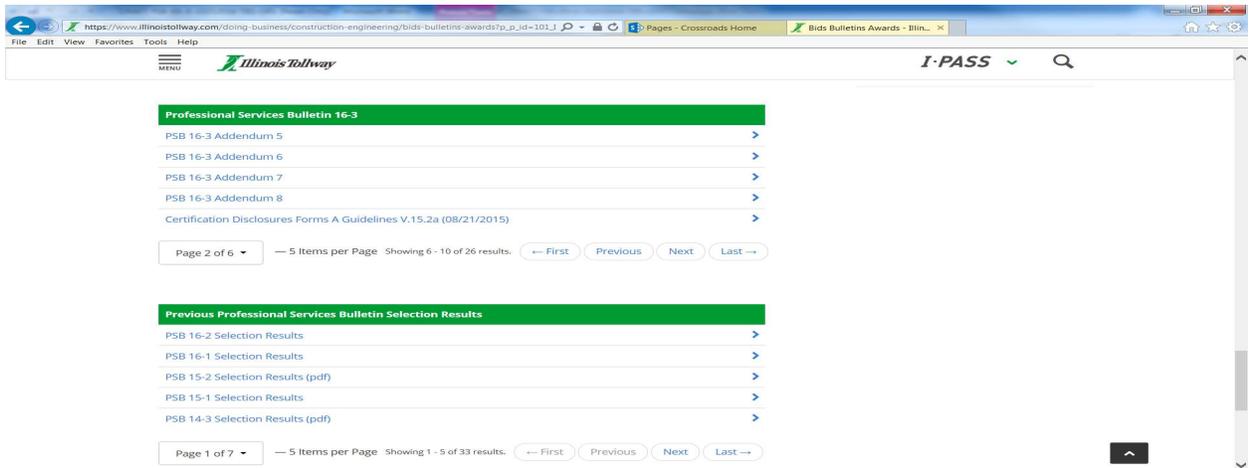
### 3.8 ILLINOIS ePROCUREMENT BidBuy NOTICE

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.

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**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 24-3 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.



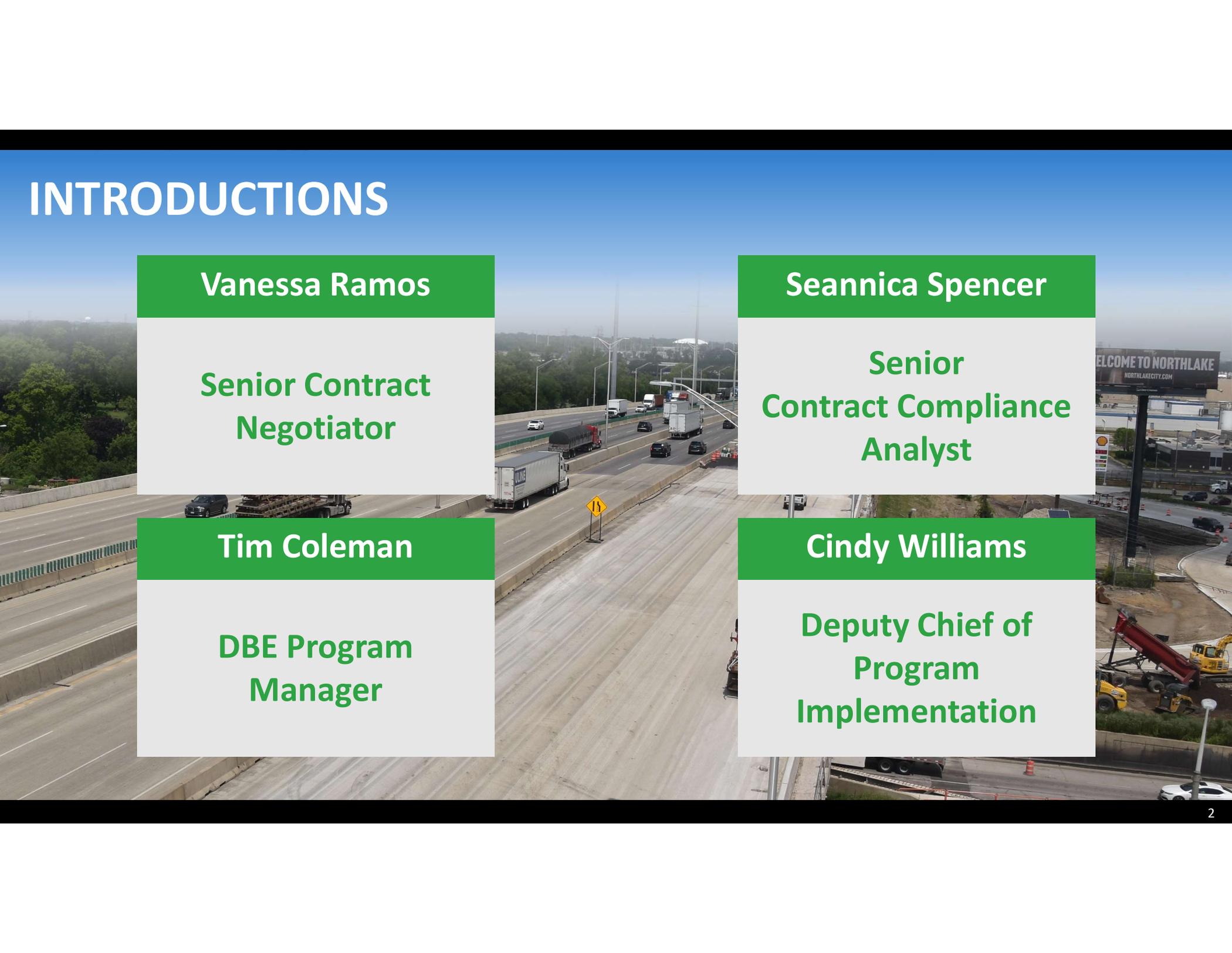
# PROFESSIONAL SERVICES BULLETIN 24-3

## *Pre-Proposal Meeting*

September 12, 2024



# INTRODUCTIONS



**Vanessa Ramos**

**Senior Contract  
Negotiator**

**Tim Coleman**

**DBE Program  
Manager**

**Seannica Spencer**

**Senior  
Contract Compliance  
Analyst**

**Cindy Williams**

**Deputy Chief of  
Program  
Implementation**

# AGENDA

- e-Builder Instructions and Training
- PSB Submission
- PSB Schedule
- PSB Questions Submittal
- Tollway Compliance
- Diversity Requirements
- PSB 24-3 Items



# SUBMISSION VIA E-BUILDER

## Section 1.2.1 PSB 24-3 summary

**Information pertaining to the e-Builder process for PSB 24-3 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 to perform the following before you can submit an SOI in e-Builder:**

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

## Slide 4

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- NM0** First note indicates that "The following exhibits and data shall be submitted..." the things listed don't get submitted..should that be stated differently?  
Nashif, Manar, 2024-09-11T11:36:53.351
- WC0 0** Vanessa - I think you should revise all notes for this slide  
Williams, Cynthia, 2024-09-11T17:00:41.112
- NM1** I modified the second section of the slide to make it action oriented. Can you confirm I stated correctly?  
Nashif, Manar, 2024-09-11T11:41:49.426
- WC1 0** yes and I tweaked a bit further  
Williams, Cynthia, 2024-09-11T15:50:52.365

# E-BUILDER WEBINAR TRAINING OPPORTUNITIES

## Register for Training

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

## Scheduled Virtual Training Sessions

	Location ▾	Date ▾	Available	
e-Builder PSB SOI Webinar		09/13/2024	25	<a href="#">REGISTER</a>
e-Builder PSB SOI Webinar		09/17/2024	25	<a href="#">REGISTER</a>
e-Builder PSB SOI Webinar		09/20/2024	25	<a href="#">REGISTER</a>
e-Builder PSB SOI Webinar		09/24/2024	25	<a href="#">REGISTER</a>
e-Builder PSB SOI Webinar		09/27/2024	25	<a href="#">REGISTER</a>



# SOI SUBMISSION

## SOI

### Illinois Tollway Standard Business Terms and Conditions

- Submit as a separate PDF document
- If proposing as a Team, required for all Team members

### Board of Elections Registration Certification Disclosure Forms

- Vendor disclosure (formerly Form A) or IPG Active Registered Vendor Disclosure (formerly Form B)
- If proposing as a Team, required for all Team members

### Firm's Commitment and Signature Form (checklist)

### SOITEAM Grid Data

- Required – see Section 3.4.3 instructions for submitting
- Prime and all subs to be entered
- % must equal 100%



# SOI SUBMISSION

## Exhibits

- All exhibits submitted for this PSB shall be downloaded from the Tollway's website and submitted in PDF format.
- The most current exhibit forms must be used; use of prior versions of exhibits is not allowed and will not be accepted.
- Do not modify the exhibits.

## Exhibit A Key Personnel

- Only list those Key Personnel identified in the Item description and include resumes.
- Staff listed must also be shown on Exhibit D.

## Exhibit D Availability of Key Personnel

- Intent is to show the actual % of time anticipated to be spent on proposed project.



[PSB Look Ahead \(update 8/28/2024\)](#)

### Professional Services Bulletin 24-3

[PSB 24-3](#)

[Vendor Disclosure \(Formerly Forms A\)](#)

[IPG Active Registered Vendor Disclosure \(Formerly Forms B\)](#)

[Exhibit A Key Personnel](#)

[Exhibit C Current Obligations](#)

[Exhibit D Availability of Key Project Personnel](#)

[Exhibit E DBE VOSB Partnering for Growth](#)

[Exhibit E REVERSE DBE VOSB Partnering for Growth](#)

[Exhibit F VOSB Participation and Utilization Plan](#)

[Exhibit H DBE Participation and Utilization Plan](#)

[Firms Commitment Statement](#)

[Prime Firm or Teams Name Codes](#)

# 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 Disclosure (DS) **forms** (*Refer to Section 3.5 Disclosures and Certifications*)
  - Vendor Disclosures (formerly Form A)
  - IPG Active Registration Vendor Disclosures (formerly Form B)
  - If proposing as a Team, required for all Team members

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



# PSB SCHEDULE

**1** Sept. 17, 2024 - 4:30pm | *Last day for Questions*

**2** Sept. 27, 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** November / December 2024 | *Selection Committee Meeting*

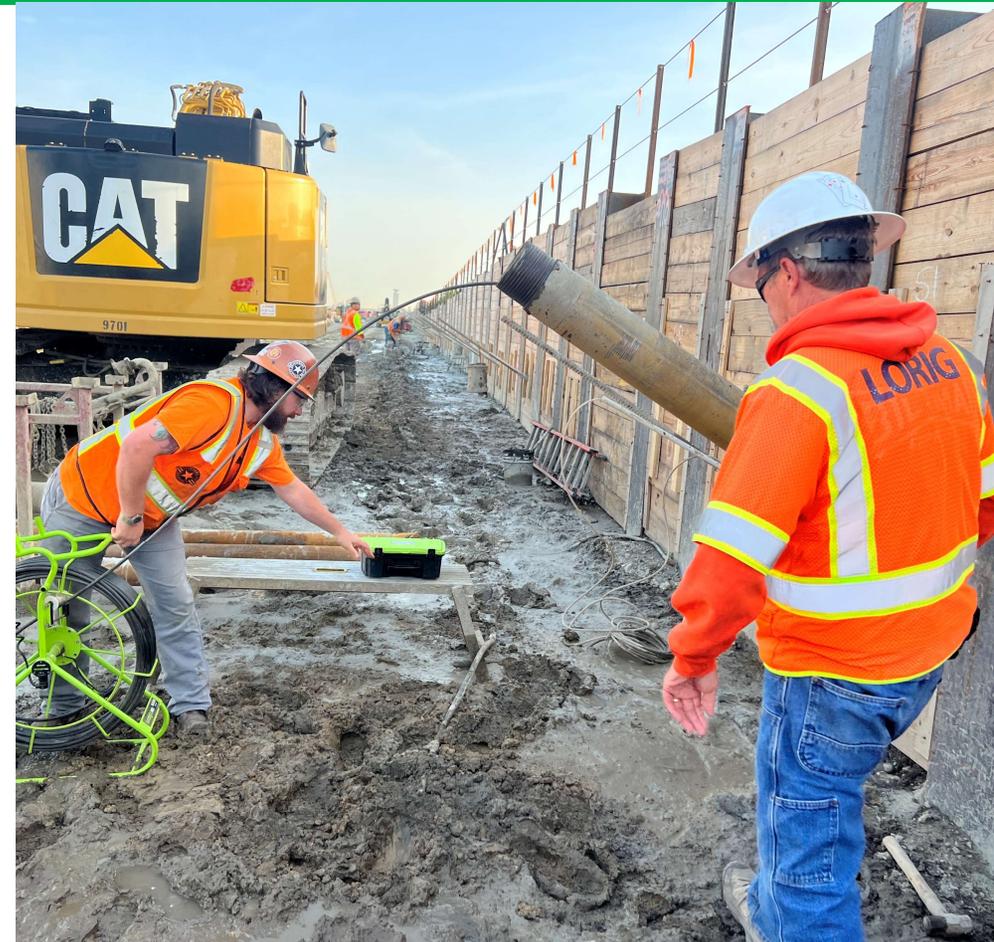
**4** December 2024 / January 2025 | *Estimated Board Approval*

**5** February / March 2025 | *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 24-3.01 Questions and RFIs@docs.e-builder.net](mailto:PSB_24-3.01_Questions_and_RFIs@docs.e-builder.net)
- PSB 24-3 Questions are due September 17, 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 Contractors must submit the Letter of Intent for its DBE and VOSB subcontractors 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





# DIVERSITY PROGRAMS

# DIVERSITY DEPARTMENT PROGRAMS

## Resources for emerging businesses

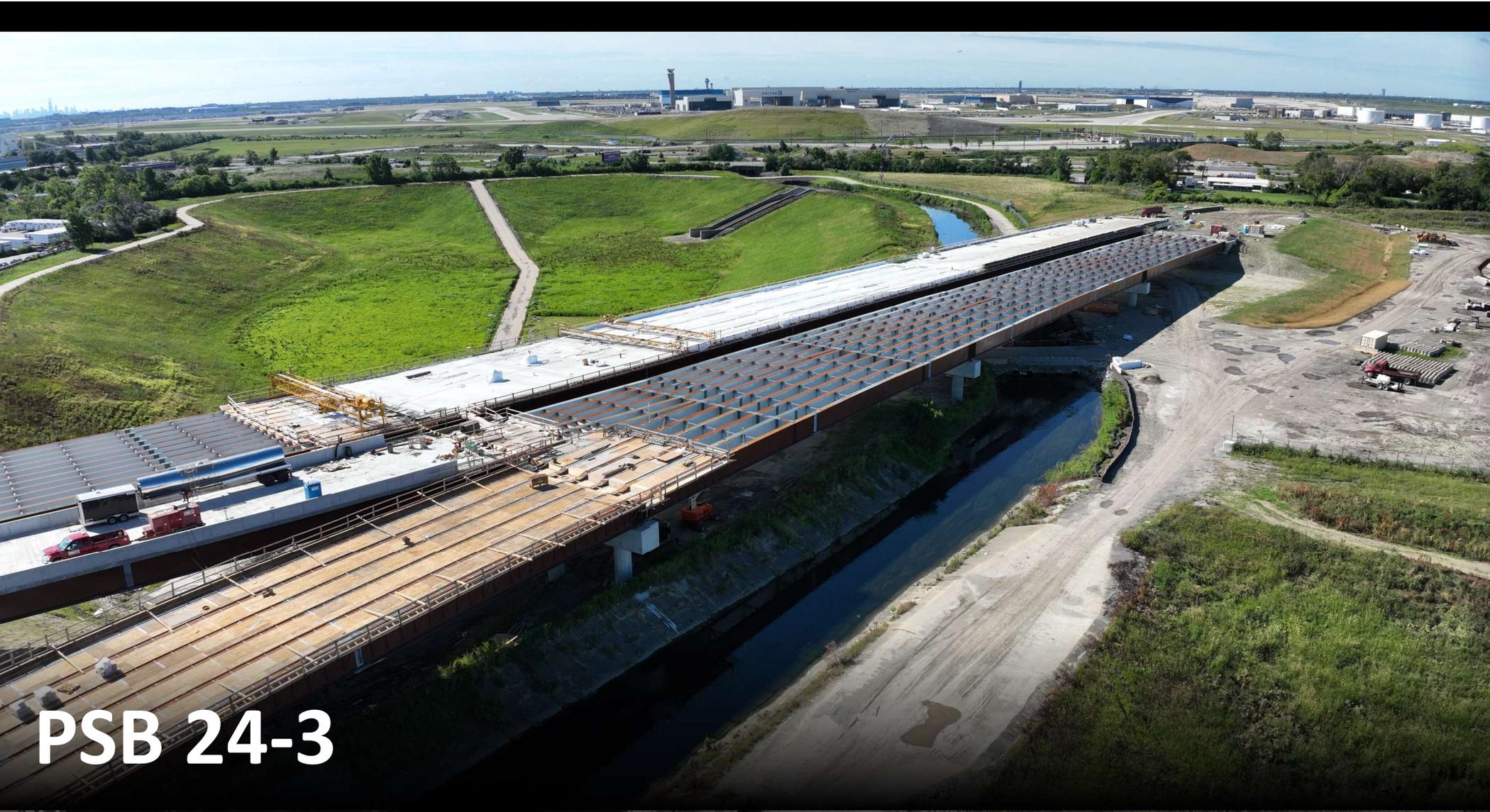
### Partnering for Growth/Reverse Partnering for Growth (P4G) Program

- 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 24-3**

# PART III: REPRESENTATIONS AND INSTRUCTIONS

## 3.1 Selection Criteria

- Specialized experience when required, technical competence of the personnel, and experience of the firms and/or Subconsultants proposed
- Proposed method of accomplishing the project's objectives
- Performance history and expertise of the firm and any proposed Subconsultants with the work described in the Item
- Opportunities cost saving measures and innovative ideas that will benefit the Illinois Tollway
- Commitment and availability of Key Personnel during the term of the contract
- Ability to complete the work in the time required and the firm's existing workload
- Demonstrated understanding of an inclusive and substantive DBE/VOSB utilization plan
- Partnering for Growth proposals

# ITEM 1: I-24-4763 - Phase II Design Engineering Services

## *Elgin O'Hare Western Access Tollway (I-490) ITS and Toll Plaza Design*

- Preparation of contract drawings, specifications and project related permits for the proposed Elgin O'Hare Western Access Tollway (I-490) from the Tri-State Tollway (I-294) to the Jane Addams Memorial Tollway (I-90). Scope includes:
  - ITS and Tolling system to include ramp and mainline toll plaza electronics, fiber optic systems, ITS devices and ramp queue detection
  - Signing
  - Pavement markings
- Design duration anticipated to be 18 months



# ITEM 2: I-24-4971 - Construction Management Services

## *Jane Addams Memorial Tollway (I-90) 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
- Maintaining tolling and traffic while under construction



**Construction contract packages anticipated to include the following locations:**

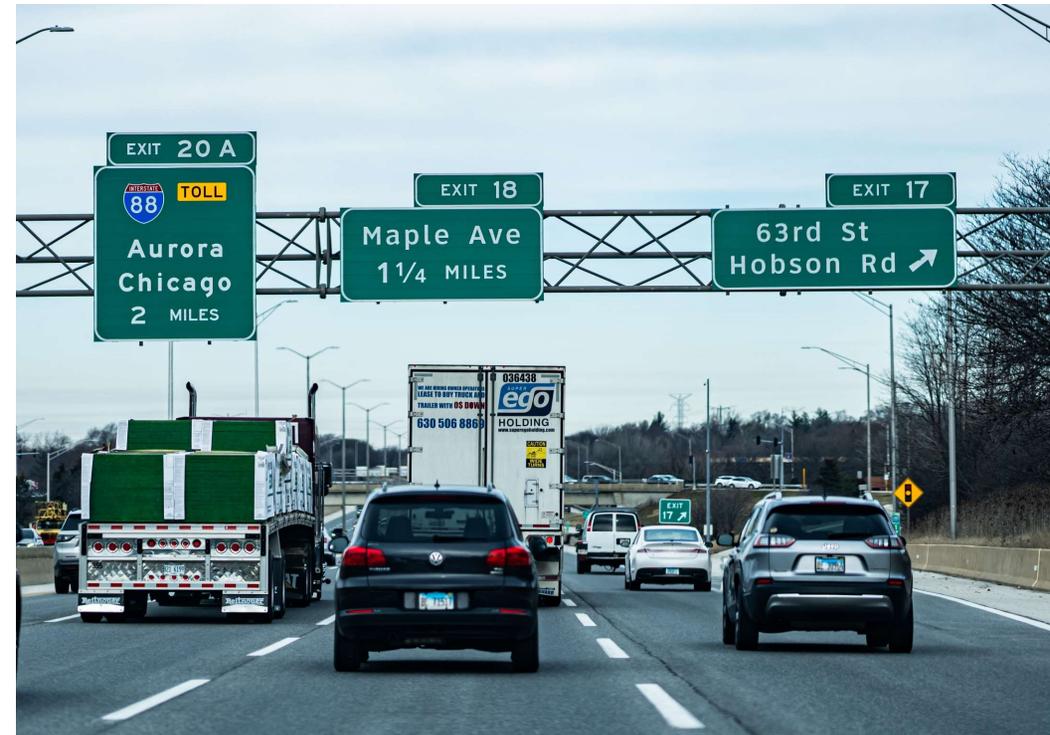
- Package 1:
  - Plaza 10 at Barrington Road
  - Plaza 12 at Roselle Road
  - Plaza 18 at Arlington Heights Road
- Package 2:
  - Plaza 13 at IL Route 25
  - Plaza 11 at IL Route 31
  - Plazas 14 and 16A at IL Route 59
  - Plaza 16B at Beverly Road
- Anticipated 2025 – 2026 construction
- Must coordinate with Tollway IT and Business Systems during construction.
- Infrastructure/tolling systems knowledge required.

# ITEM 3: RR-24-4972 - Construction Management Services

## *Veterans Memorial Tollway (I-355) Fiber Optic Improvements*

### Fiber Optic System Construction from I-55 to Army Trail Road

- Expansion of Tollway fiber optic system from I-55 (Mile Post 12.5) to Army Trail Road (Mile Post 29.8) along I-355
- Improvements include installation of new conduits, fiber optic cables, and communications handholes, as well as site restoration and other associated work
- 1 construction package
- Anticipate construction start in spring 2025 with substantial completion spring of 2026



# ITEM 4: RR-24-4973 - 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:
  - Bridge repairs
  - Drainage improvements
  - Pavement repairs
  - Stream channel cross-sections of culverts in accordance with IDOT BLRS Circular Letter 2019-14 NBIP Inspection Procedures
  - On call and as-needed work related to the Tollway System
- Upper limit of compensation is \$5,000,000



# ITEM 5: RR-24-4974 - Construction Management Services

## *Reagan Memorial Tollway (I-88), MP 127.7, Central Warehouse and Sign Shop*

**Improvements to the Tollway's Central Warehouse and Sign Shop facilities at I-88 and Naperville Road. Improvements will include the following major items:**

- Removal and replacement of existing roofing system
- Demolition and renovation of various rooms at the facility
- Installation of fire suppression system, fire detection system, and alarm system
- Installation of floor drain and plumbing
- Demolition of existing condensing units and air handling units
- Installation of new HVAC equipment
- Installation of a new natural gas generator and associated transfer switch
- Modification of electrical power distribution system
- Construction of a new open-air pre-engineered metal building

Anticipate one construction package with construction starting in Spring 2025 and substantial completion in spring of 2026



# QUESTIONS

*Questions may be sent to:*

*[PSB\\_24-3.01\\_Questions\\_and\\_RFIs@docs.e-builder.net](mailto:PSB_24-3.01_Questions_and_RFIs@docs.e-builder.net)*



THANK YOU FOR  
YOUR PARTICIPATION

1. Summary														
Meeting title	PSB 24-3 Pre-Proposal Meeting													
Registration date views	176													
Registered participants	140													
Attended registrations	0													
Attended participants	117													
Unidentified participants	2													
Start time	9/12/24, 12:42:10 PM													
End time	9/12/24, 1:24:32 PM													
Meeting duration	42m 22s													
Average attendance time	23m 31s													
2. Participants														
Name	First Join	Last Leave	In-Meeting	Email	Participant ID (UPN)	Role	Registration First Name	Registration Last Name	Registration Email	Registration Time	Registration Status	Job title	Organization	Phone Number
Ramos, Vanessa	9/12/24, 12:51:08 PM	9/12/24, 1:24:32 PM	13m 24s	vramos@getpass.com	vramos@getpass.com	Organizer	Vanessa	Ramos	vramos@getpass.com					
Meyers, Linda	9/12/24, 12:52:36 PM	9/12/24, 1:24:32 PM	2m 28s	lmeyers@getpass.com	lmeyers@getpass.com	Organizer	Linda	Meyers	lmeyers@getpass.com					
Williams, Cynthia	9/12/24, 12:55:25 PM	9/12/24, 1:24:32 PM	2m 6s	cwilliams@getpass.com	cwilliams@getpass.com	Organizer	Cynthia	Williams	cwilliams@getpass.com					
Liu, Miley	9/12/24, 12:58:37 PM	9/12/24, 1:24:32 PM	25m 54s	mliu@getpass.com	mliu@getpass.com	Organizer	Miley	Liu	mliu@getpass.com					
Hall, Dana	9/12/24, 1:09:43 PM	9/12/24, 1:24:29 PM	14m 45s	dhall@getpass.com	dhall@getpass.com	Organizer	Dana	Hall	dhall@getpass.com					
Zia Khalifa (External)	9/12/24, 12:42:12 PM	9/12/24, 1:24:26 PM	31m 25s	zkhalifa@getpass.com	zkhalifa@getpass.com	Attendee	Zia	Khalifa	zkhalifa@getpass.com	9/8/24, 9:04:37 AM	Registered	VP President	Atlas Engineering Group, Ltd.	
Hamed Mohammed (External)	9/12/24, 12:42:56 PM	9/12/24, 1:24:32 PM	40m 6s	hmohammed@americanengineersconsultants.com	hmohammed@americanengineersconsultants.com	Attendee	Hamed	Mohammed	hmohammed@americanengineersconsultants.com	9/8/24, 10:01:14 PM	Registered	President	American Engineering Consultants, Inc.	
Dagmar Cameron (External)	9/12/24, 12:45:48 PM	9/12/24, 1:24:24 PM	18m 40s	dagmar.cameron@peralte-clark.com	dagmar.cameron@peralte-clark.com	Attendee	Dagmar	Cameron	dagmar.cameron@peralte-clark.com	9/8/24, 9:36:08 PM	Registered	Marketing Coordinator	Peralte-Clark, LLC	
Spencer, Seemica	9/12/24, 12:47:38 PM	9/12/24, 1:24:26 PM	31m 19s	spsencer@getpass.com	spsencer@getpass.com	Presenter	Seemica	Spencer	spsencer@getpass.com					
Astas Estee (External)	9/12/24, 12:48:14 PM	9/12/24, 1:24:25 PM	35m 16s	astases@pcc-consultants.com	astases@pcc-consultants.com	Attendee	Anita	Estates	astases@pcc-consultants.com	9/8/24, 12:01:56 PM	Registered	Marketing Coordinator	CGS Consultants	
Greg Stukel	9/12/24, 12:49:09 PM	9/12/24, 1:24:20 PM	35m 10s	gstukel@bowman.com	gstukel_bowman@EMTEK@microsoft.com	Attendee	Greg	Stukel	gstukel@bowman.com	9/8/24, 8:06:06 AM	Registered	Principal	Bowman	
Howe, Ruth	9/12/24, 12:49:58 PM	9/12/24, 1:24:32 PM	34m 34s	rhowe@getpass.com	rhowe@getpass.com	Attendee	Ruth	Howe	rhowe@getpass.com	9/12/24, 12:49:41 PM	Registered	Contract Analyst	GHTA	
1630429737	9/12/24, 12:51:55 PM	9/12/24, 1:24:32 PM	32m 36s			Attendee								
Najim Hedari (External)	9/12/24, 12:52:48 PM	9/12/24, 1:24:21 PM	31m 32s	najim@ecpcompany.com	najim@ecpcompany.com	Attendee	Najim	Hedari	najim@ecpcompany.com	9/8/24, 8:57:35 AM	Registered	CEP Engineering	CEP Engineering	
SD ENGR Corp.	9/12/24, 12:52:49 PM	9/12/24, 1:24:30 PM	31m 40s	daio@sdengr.com	daio@sdengr.com	Attendee	Daniola	Aiao	daio@sdengr.com	9/8/24, 10:00:28 AM	Registered	President	Structure Designs, Inc. d/b/a/ SDENGR CORP.	
Urija Gajger (External)	9/12/24, 12:52:49 PM	9/12/24, 1:24:28 PM	31m 38s	ugajger@ckleng.com	ugajger@ckleng.com	Attendee	Urija	Gajger	ugajger@ckleng.com	9/12/24, 9:49:04 PM	Registered	Registered		
Coleman, Timothy	9/12/24, 12:53:24 PM	9/12/24, 1:24:25 PM	31m	ttcoleman@getpass.com	ttcoleman@getpass.com	Presenter	Timothy	Coleman	ttcoleman@getpass.com					
Hamed Mohammed (Unverified)	9/12/24, 12:54:27 PM	9/12/24, 1:24:51 PM	24s			Attendee	Hamed	Mohammed	hmohammed@americanengineersconsultants.com	9/8/24, 10:01:14 PM	Registered	President	American Engineering Consultants, Inc.	
Kiwan, Zayed	9/12/24, 12:54:36 PM	9/12/24, 1:24:24 PM	29m 48s	zkivan@getpass.com	zkivan@getpass.com	Attendee	Zayed	Kiwan	zkivan@getpass.com	9/8/24, 10:00:28 AM	Registered	Project Manager	Tolway	
Gregory X Brown P.E. (External)	9/12/24, 12:54:36 PM	9/12/24, 1:24:23 PM	29m 50s	gxbrown@dlz.com	gxbrown@dlz.com	Attendee	Gregory	Brown	gxbrown@dlz.com	9/8/24, 8:31:22 AM	Registered	Director of Marketing & Sales	DLZ Illinois, Inc.	
Hacking, Kati	9/12/24, 12:54:51 PM	9/12/24, 1:24:25 PM	29m 34s	khacking@getpass.com	khacking@getpass.com	Attendee	Kathi	Hacking	khacking@getpass.com	9/12/24, 1:36:39 PM	Registered	SCN	Procurement	6302976075
Adenike Fasana-Osajibi (External)	9/12/24, 12:54:57 PM	9/12/24, 1:24:31 PM	29m 34s	afasajiba@abnacorp.com	afasajiba@abnacorp.com	Attendee	Adenike	Fasana-Osajibi	afasajiba@abnacorp.com	9/10/24, 9:42:09 AM	Registered	Business Development Specialist	ABNA Engineering	
16302976075	9/12/24, 12:55:08 PM	9/12/24, 1:24:24 PM	29m 15s			Attendee								
Linda Moon	9/12/24, 12:55:09 PM	9/12/24, 1:24:28 PM	29m 15s	lmoon@efkmoon.com	lmoon@efkmoon.com	Attendee	Linda	Moon	lmoon@efkmoon.com	9/8/24, 8:19:12 AM	Registered	Civil Engineer	EFK Moon LLC	
James Williams (External)	9/12/24, 12:55:29 PM	9/12/24, 1:24:32 PM	29m 13s	jwilliams@abnacorp.com	jwilliams@abnacorp.com	Attendee	James	Williams	jwilliams@abnacorp.com	9/11/24, 10:55:23 AM	Registered	Project Coordinator	ABNA Engineering, Inc.	(314) 464-0222, Ext. 1118
Janet Wackrow (External)	9/12/24, 12:55:37 PM	9/12/24, 1:24:18 PM	28m 41s	jwackrow@rmchin.com	jwackrow@rmchin.com	Attendee	Janet	Wackrow	jwackrow@rmchin.com	9/8/24, 10:09:02 AM	Registered	Marketing Manager	R.M. Chin	
Juan Gonzalez (External)	9/12/24, 12:55:38 PM	9/12/24, 1:24:21 PM	28m 48s	jgonzalez@rgengineering.net	jgonzalez@rgengineering.net	Attendee	Juan	Gonzalez	jgonzalez@rgengineering.net	9/10/24, 8:21:50 AM	Registered	VP Operations	Structure Designs, Inc. d/b/a/ SDENGR CORP.	
Dani SSOI (Unverified)	9/12/24, 12:55:54 PM	9/12/24, 1:24:00 PM	28m 45s	den65	den65	Attendee	Daniola	Ssoi	den65	9/8/24, 12:36:43 AM	Registered	Registered		
Richard Munizo (External)	9/12/24, 12:56:32 PM	9/12/24, 1:24:26 PM	27m 53s	rmunizo@terraengineering.com	rmunizo@terraengineering.com	Attendee	Richard	Munizo	rmunizo@terraengineering.com	9/8/24, 5:33:35 PM	Registered	Senior Project Manager	TERRA Engineering	
Christine Chen (External)	9/12/24, 12:56:55 PM	9/12/24, 1:24:20 PM	27m 34s	christinec@thomas-engineering.com	christinec@thomas-engineering.com	Attendee	Angelica	Gal	angelica@thomas-engineering.com	9/10/24, 1:12:36 PM	Registered	Project Manager	Thomas Engineering Group, LLC	
Kenneth Clay (External)	9/12/24, 12:57:04 PM	9/12/24, 1:24:24 PM	27m 19s	kcclay@tlceng.com	kcclay@tlceng.com	Attendee	Kenneth	Clay	kcclay@tlceng.com	9/8/24, 8:41:58 AM	Registered	VP Operations	CKL Engineers	
Sainath Reddivari (External)	9/12/24, 12:57:07 PM	9/12/24, 1:24:32 PM	27m 25s	sainath@tlseeng.com	sainath@tlseeng.com	Attendee	Sainath	Reddivari	sainath@tlseeng.com	9/8/24, 12:02:59 PM	Registered	Registered		
Dan Wiktorzak (External)	9/12/24, 12:57:30 PM	9/12/24, 1:24:24 PM	27m 25s	dwiktorzak@dlz.com	dwiktorzak@dlz.com	Attendee	Dan	Wiktorzak	dwiktorzak@dlz.com	9/8/24, 11:38:20 AM	Registered	Department Manager	DLZ Illinois, Inc.	
Holly Ryan (External)	9/12/24, 12:57:30 PM	9/12/24, 1:24:23 PM	27m	hryan@torba.com	hryan@torba.com	Attendee	Holly	Ryan	hryan@torba.com	9/8/24, 9:38:44 AM	Registered	Marketing Manager	Florida	
Yon Ben-David (External)	9/12/24, 12:57:33 PM	9/12/24, 1:24:19 PM	26m 41s	yben@tlseeng.com	yben@tlseeng.com	Attendee	Yon	Ben-David	yben@tlseeng.com	9/8/24, 8:06:14 AM	Registered	VP President	Environmental Design International, Inc. (ENDES)	
Darrell Eilers	9/12/24, 12:57:35 PM	9/12/24, 1:24:31 PM	26m 55s	dieleers@efkmoon.com	dieleers@efkmoon.com	Attendee	Darrell	Eilers	dieleers@efkmoon.com	9/8/24, 8:14:44 AM	Registered	Registered	EFK MOEN	
Ashthon Howarth (External)	9/12/24, 12:57:41 PM	9/12/24, 1:24:24 PM	26m 43s	ahowarth@blomcom.com	ahowarth@blomcom.com	Attendee	Ashthon	Howarth	ahowarth@blomcom.com	9/8/24, 10:36:08 AM	Registered	Marketing Manager	Work Companies, LLC	
Yon Ben-David (External)	9/12/24, 12:57:41 PM	9/12/24, 1:24:24 PM	26m 41s	yben@tlseeng.com	yben@tlseeng.com	Attendee	Yon	Ben-David	yben@tlseeng.com	9/8/24, 8:06:14 AM	Registered	Director of Marketing & Strategic Planning	WKB Engineering, Ltd.	
Yemi Oyewole	9/12/24, 12:57:56 PM	9/12/24, 1:24:33 PM	26m 43s	yoyewole@bodwogroup.com	yoyewole@bodwogroup.com	Attendee	Yemi	Oyewole	yoyewole@bodwogroup.com	9/8/24, 12:56:47 AM	Registered	Transportation Practice Lead	WKB Engineering, LLC	
Michael Witte (External)	9/12/24, 12:57:59 PM	9/12/24, 1:24:14 PM	26m 15s	mwwitte@rmchin.com	mwwitte@rmchin.com	Attendee	Michael	Witte	mwwitte@rmchin.com	9/11/24, 2:30:47 PM	Registered	Senior Vice President	R.M. Chin & Associates, Inc.	3126174934
Lisa Greenfield (External)	9/12/24, 12:57:59 PM	9/12/24, 1:24:23 PM	26m 13s	greenfield@materialabsolutionslaboratory.com	greenfield@materialabsolutionslaboratory.com	Attendee	Lisa	Greenfield	greenfield@materialabsolutionslaboratory.com	9/12/24, 2:22:16 PM	Registered	Marketing Coordinator	Material Solutions Laboratory Corp.	
John Bradshaw (External)	9/12/24, 12:58:11 PM	9/12/24, 1:24:24 PM	26m 13s	johnb@redhawconsultants.com	johnb@redhawconsultants.com	Attendee	John	Bradshaw	johnb@redhawconsultants.com	9/8/24, 12:29:59 PM	Registered	President	Redshaw Consultants	312-493-0050
Mondel, Jim	9/12/24, 12:58:15 PM	9/12/24, 1:24:21 PM	26m 45s	jmondell@getpass.com	jmondell@getpass.com	Attendee	Jim	Mondel	jmondell@getpass.com	9/8/24, 12:57:17 PM	Registered	Contract Negotiator	Illinois Tollway CA	3316310562
Merrill, Tiffany	9/12/24, 12:58:16 PM	9/12/24, 1:24:24 PM	26m 46s	tmerrill@getpass.com	tmerrill@getpass.com	Attendee	Tiffany	Merrill	tmerrill@getpass.com	9/12/24, 12:01:15 PM	Registered	Contract Analyst	Illinois Tollway CA	
Janine Stewart	9/12/24, 12:58:23 PM	9/12/24, 1:24:24 PM	26m 52s			Attendee	Janine	Stewart						
Disha Katwala (External)	9/12/24, 12:58:34 PM	9/12/24, 1:24:19 PM	25m 44s	dkatwala@projecthuddlellc.com	dkatwala@projecthuddlellc.com	Attendee	Disha	Katwala	dkatwala@projecthuddlellc.com	9/8/24, 10:17:38 AM	Registered	CEO	Projecthuddle LLC	
Reilly, Greg (External)	9/12/24, 12:58:35 PM	9/12/24, 1:24:24 PM	25m 48s	greg.reilly@aecom.com	greg.reilly@aecom.com	Attendee	Greg	Reilly	greg.reilly@aecom.com	9/8/24, 3:10:38 PM	Registered	Registered	AECOM	
Maria Issa (External)	9/12/24, 12:58:57 PM	9/12/24, 1:24:26 PM	25m 50s	maria.issa@hbmeng.com	maria.issa@hbmeng.com	Attendee	Maria	Issa	maria.issa@hbmeng.com	9/10/24, 2:24:24 PM	Registered	Registered		
Peter Stephenson (External)	9/12/24, 12:58:57 PM	9/12/24, 1:24:24 PM	25m 27s	peter.stephenson@pmcscn.com	peter.stephenson@pmcscn.com	Attendee	Peter	Stephenson	peter.stephenson@pmcscn.com	9/8/24, 11:11:18 AM	Registered	Admin. Asst.	WIS-SIES, LLC	
Nicole	9/12/24, 12:58:59 PM	9/12/24, 1:24:24 PM	25m 29s	nicole.pmcscnconsulting.com	nicole.pmcscnconsulting.com	Attendee	Nicole	Rose	nicole.pmcscnconsulting.com	9/8/24, 10:24:22 AM	Registered	Registered	PMCS	
AJ Jimenez (External)	9/12/24, 12:59:00 PM	9/12/24, 1:24:32 PM	25m 32s	ajjimenez@meadhunt.com	ajjimenez@meadhunt.com	Attendee	AJ	Jimenez	ajjimenez@meadhunt.com	9/8/24, 7:28:01 AM	Registered	Senior Marketing Coordinator	Mead & Hunt	
Mahmad Almadani (External)	9/12/24, 12:59:05 PM	9/12/24, 1:24:21 PM	25m 16s	mahmad@blomcom.com	mahmad@blomcom.com	Attendee	Mahmad	Almadani	mahmad@blomcom.com	9/12/24, 10:17:53 AM	Registered	President	HMM Engineering Group, LLC	
Hayat A. Issa (External)	9/12/24, 12:59:05 PM	9/12/24, 1:24:21 PM	25m 15s	hayat.issa@hbmeng.com	hayat.issa@hbmeng.com	Attendee	Hayat	Issa	hayat.issa@hbmeng.com	9/8/24, 1:07:53 AM	Registered	President	HMM Engineering Group, LLC	
Harrington, Jennifer (External)	9/12/24, 12:59:06 PM	9/12/24, 1:24:20 PM	25m 14s	jharrington@f-w.com	jharrington@f-w.com	Attendee	Jennifer	Harrington	jharrington@f-w.com	9/8/24, 3:34:19 PM	Registered	Senior Marketing Specialist	Farnsworth Group, Inc.	
Ahmad Issa (External)	9/12/24, 12:59:11 PM	9/12/24, 1:24:27 PM	25m 15s	ahmad.issa@hbmeng.com	ahmad.issa@hbmeng.com	Attendee	Ahmad	Issa	ahmad.issa@hbmeng.com	9/12/24, 8:40:05 PM	Registered	Registered	HMM Engineering Group	7082369090
Emma Foley (External)	9/12/24, 12:59:14 PM	9/12/24, 1:24:24 PM	25m 13s	efoley@escotinc.com	efoley@escotinc.com	Attendee	Emma	Foley	efoley@escotinc.com	9/8/24, 9:42:12 AM	Registered	Proposal Specialist	ESCOT, Inc.	
Naughton, John (External)	9/12/24, 12:59:15 PM	9/12/24, 1:24:18 PM	25m 3s	jnaughton@valdeseng.com	jnaughton@valdeseng.com	Attendee	John	Naughton	jnaughton@valdeseng.com	9/8/24, 8:43:28 AM	Registered	Director of Transportation	Valdes Architecture and Engineering	
Jennifer Tobacette	9/12/24, 12:59:16 PM	9/12/24, 1:24:20 PM	25m 3s	jent@accgi.com	jent@accgi.com	Attendee	Jennifer	Tobacette	jent@accgi.com	9/8/24, 7:58:18 AM	Registered	Transportation Manager	Accurate Group, Inc.	
Kelly, Sheria	9/12/24, 12:59:17 PM	9/12/24, 1:24:20 PM	25m 3s	skelly@getpass.com	skelly@getpass.com	Attendee	Sheria	Kelly	skelly@getpass.com	9/12/24, 12:58:58 PM	Registered	Registered	ABNA Engineering Inc	3144540222
LuWanda Jones (External)	9/12/24, 12:59:31 PM	9/12/24, 1:24:23 PM	25m 11s	ljones@abnacorp.com	ljones@abnacorp.com	Attendee	LuWanda	Jones	ljones@abnacorp.com	9/12/24, 4:57:02 PM	Registered	Corporate Marketing Manager	ABNA Engineering Inc	
Mohammed Rashed (External)	9/12/24, 12:59:38 PM	9/12/24, 1:24:21 PM	24m 43s	mrashed@transmartinc.com	mrashed@transmartinc.com	Attendee	Mohammed	Rashed	mrashed@transmartinc.com	9/10/24, 9:58:38 AM	Registered	VP/Electrical	TransMart	
Ryan Macander (External)	9/12/24, 12:59:38 PM	9/12/24, 1:24:20 PM	24m 42s	rmacander@transystems.com	rmacander@transystems.com	Attendee	Ryan	Macander	rmacander@transystems.com	9/8/24, 8:43:27 AM	Registered	VP President	TRANSYSTEMS	
Spencer, Takeisha	9/12/24, 12:59:40 PM</													

Rajpurkar, Amar (US-US)	9/12/24, 1:05:10 PM	9/12/24, 1:24:12 PM	18m 25s	Amar.Rajpurkar@parsons.com	Amar.Rajpurkar@parsons.com	Attendee	Amar Rajpurkar	amar.rajpurkar@parsons.com	9/12/24, 10:44:29 AM	Registered	VP President	Parsons Transportation Group	8478582466
Trisha Novosel (External)	9/12/24, 1:06:46 PM	9/12/24, 1:24:29 PM	17m 22s	tnovosel@igna.com	tnovosel@igna.com	Attendee	Trisha Novosel	tnovosel@igna.com	9/12/24, 1:46:59 PM	Registered	Sr. Marketing Coordinator	SON Associates, LLC	
Oscar Coronado (External)	9/12/24, 1:08:58 PM	9/12/24, 1:24:23 PM	17m 14s	ocoronado@terrasolutions.com	ocoronado@terrasolutions.com	Attendee	Oscar Coronado	ocoronado@terrasolutions.com	9/12/24, 4:46:12 PM	Registered	Director of Operations	CEBA Solutions	
Shyam Raj (External)	9/12/24, 1:07:44 PM	9/12/24, 1:24:32 PM	16m 47s	sraj@accadvisors.ai	sraj@accadvisors.ai	Attendee	Sean Rogers	sraj@accadvisors.ai	9/12/24, 9:49:12 AM	Registered	Business Development	AEC Advisors AI	
Michael Martin (External)	9/12/24, 1:07:48 PM	9/12/24, 1:24:32 PM	16m 44s	mmartin@geconsultllc.com	mmartin@geconsultllc.com	Attendee	Mike Martin (he/him)	mmartin@geconsultllc.com	9/10/24, 11:39:49 AM	Registered	Civil Engineering Design Lead	Gasperic Elberts Consulting	
Colleen Miller (External)	9/12/24, 1:08:56 PM	9/12/24, 1:24:29 PM	15m 24s	cmiller@banghinc.com	cmiller@banghinc.com	Attendee	Colleen Miller	cmiller@banghinc.com	9/10/24, 1:59:34 PM	Registered	Chief Business Development Officer	SINGH & Associates, Inc.	
Donovan Batts (External)	9/12/24, 1:09:02 PM	9/12/24, 1:24:29 PM	15m 20s	donovan.batts@peralte-clark.com	donovan.batts@peralte-clark.com	Attendee	Donovan Batts	donovan.batts@peralte-clark.com	9/12/24, 1:08:11 PM	Registered	Design Engineer Intern	Peralte Clark	8437434611
Joe (W-Skies) (Unverified)	9/12/24, 1:09:29 PM	9/12/24, 1:24:21 PM	14m 57s	joe@w-skies.com	joe@w-skies.com	Attendee	Joseph Marsh	joe@w-skies.com	9/12/24, 10:09:15 AM	Registered	President	W-Skies, LLC	
Rao Doppalapudi (Unverified)	9/12/24, 1:10:37 PM	9/12/24, 1:24:21 PM	13m 43s	drao@interarservices.com	drao@interarservices.com	Attendee	Rao Doppalapudi	drao@interarservices.com	9/11/24, 3:30:57 PM	Registered	President	Interira, Inc.	630-794-8700
Gibbons, Dylan (External)	9/12/24, 1:11:21 PM	9/12/24, 1:24:21 PM	13m 10s	dylan.gibbons@terracom.com	dylan.gibbons@terracom.com	Attendee	Dylan Gibbons	dylan.gibbons@terracom.com	9/12/24, 1:10:32 PM	Registered	Resident Engineer	TERACON CONSULTANTS, INC.	7274094191
Durante, Cheryl (External)	9/12/24, 1:16:52 PM	9/12/24, 1:24:25 PM	7m 32s	cdurante@terracom.com	cdurante@terracom.com	Attendee	Cheryl Durante	cheryl.durante@terracom.com	9/11/24, 9:57:07 AM	Registered	Senior Client Development Specialist	TERRACON CONSULTANTS, INC.	630-814-9597
Alia Halliovic (External)	9/12/24, 1:17:06 PM	9/12/24, 1:24:27 PM	7m 21s	ahalliovic@tdmengineering.com	ahalliovic@tdmengineering.com	Attendee	Alia Halliovic	ahalliovic@tdmengineering.com	9/10/24, 1:33:12 PM	Registered	VP	TDI ENGINEERING	
Anna Duff (External)	9/12/24, 1:18:53 PM	9/12/24, 1:24:24 PM	5m 30s	aduff@collinsengr.com	aduff@collinsengr.com	Attendee	Anna Duff	aduff@collinsengr.com	9/10/24, 12:58:51 PM	Registered	Marketing Proposal Coordinator II	Collins Engineers, Inc.	
Donald, William	9/12/24, 1:21:18 PM	9/12/24, 1:24:10 PM	1m 13s	wdonald@hrgreen.com	wdonald_hrgreen@CTF@transystems.com	Attendee	william donald	wdonald@hrgreen.com	9/10/24, 12:30:52 PM	Registered	Construction Engineer	HR GREEN	
							Meiyu Liu	mliu@getipass.com	9/10/24, 9:55:26 AM	Registered	Contracts Manager	ISTHA	
							Krista Thoenes	kthoenes@infrastructure-entg.com	9/10/24, 2:08:26 PM	Registered	Marketing Manager	Infrastructure Engineering, Inc.	
							Shuja Kati, PE, SE	shuja.kati@de-america.com	9/10/24, 7:58:12 AM	Registered	Chief Executive Officer	Delta Engineering Group, LLC	
							Wayne Reed	wayne.reed@akinsrealis.com	9/10/24, 12:10:54 PM	Registered	Division Manager	AkinsRealis	
							Mae Whiteside Wilk	mwhiteside@ckleng.com	9/10/24, 12:25:33 PM	Registered	CEO	CKL Engineers	
							Rosa Rountree	rosa.rountree@akinsrealis.com	9/10/24, 12:13:20 PM	Registered	National Operations Director Tolling	AkinsRealis	
							Rand Klager	rklager@avocore.com	9/10/24, 1:36:32 PM	Registered	Director of Design Services	Bravo Company Engineering	
							Tom Delaney	tom.delaney@akinsrealis.com	9/10/24, 3:10:23 PM	Registered	VP President	AkinsRealis	
							Jake Bauer	jbauer@v3co.com	9/10/24, 4:10:40 PM	Registered	VP3 Companies	V3 Companies	
							Becca Coan	ccoan@rfconsulting.com	9/10/24, 11:36:43 AM	Registered	Project Manager	S&P Consultants, Inc.	
							Haleema Beum	hbeum@americangeoconsultants.com	9/10/24, 10:03:53 PM	Registered	VP President of Administration	American Engineering Consultants, Inc.	
							David McGibbon	david.mcgibbon@stantec.com	9/10/24, 8:06:46 AM	Registered	Senior Principal, Transportation Business Lead	Stantec	
							KARL WILSON	kwilson@avocore.com	9/10/24, 8:22:25 AM	Registered	VP	BRAVO	
							Wally Hewlin	whewlin@collinsengr.com	9/10/24, 8:54:59 AM	Registered	CM Group Manager/RE	Collins Engineers	
							Terrence Shankin	terry@cepcompany.com	9/10/24, 8:58:10 AM	Registered	Project Manager	CEP Engineering	
							Tom Kaczmarski	tkaczmarski@badgerinc.com	9/10/24, 9:11:45 AM	Registered	OSR	Badger Infrastructure Solutions	
							Muhsen Jawadi	mjawadi@gepsconsultants.com	9/10/24, 9:33:04 AM	Registered	Director	Apece consulting Engineering Inc	
							Jason Dove	jason.dove@hrgham.com	9/10/24, 9:34:00 AM	Registered	Lead Transportation Engineer	HRV Graham	
							William Whitaker	whitaker@mlhouseinc.com	9/10/24, 9:41:02 AM	Registered	Chief Growth Officer	MLhouse Engineering and Construction, Inc.	
							Stephanie Wong	swong@paw-solutions.com	9/10/24, 10:03:42 AM	Registered	President	SW Solutions	
							Manar Nabil	mnabil@getipass.com	9/10/24, 10:10:40 AM	Registered	VP	Illinois Tollway	
							Trenton Bruns	tbruns@bravocomp.com	9/10/24, 10:20:24 AM	Registered	Chief Engineering Officer	Bravo Company Engineering	
							Masood Ahmad	mahmad@bloomsco.com	9/10/24, 10:25:21 AM	Registered	VP President	Bloom Companies, LLC	
							Timothy Martin	tmartin@spaanitech.com	9/10/24, 10:24:32 AM	Registered	Chief Engineer	Spaanitech	
							Kristen Klein	kklein@gepscorp.com	9/10/24, 12:54:04 PM	Registered	VP	Owens & Corning	
							Grace Perez	gperez@getipass.com	9/10/24, 1:13:28 PM	Registered	Contract Compliance Manager	ISTHA	
							Bachel King	rkking@ckleng.com	9/10/24, 1:40:34 PM	Registered	Environmental Specialist/Project Engineer	CKL Engineers, LLC	
							Tim Kunzman	mkunzman@bravocomp.com	9/10/24, 1:44:55 PM	Registered	General Manager	Bravo Company Engineering	
							Ramon Dela Cruz	rdelacruz@millenia.pro	9/10/24, 2:38:46 PM	Registered	VP President	Millenia Professional Services of, L.L.C.	
							carole Zardani	cz@scaleconstruction.com	9/10/24, 3:32:34 PM	Registered	VP	Scale Construction and Engineering	
							James Williams	jwilliams@abnacorp.com	9/10/24, 4:08:25 PM	Registered	Proposal Coordinator	ABNA Engineering, Inc.	
							Laura Finley	lfinley@cepcompany.com	9/10/24, 11:31:31 AM	Registered	Construction Group Manager	Owens & Corning	
							Wesley Bratas	wes.bratas@amesengineering.com	9/10/24, 3:09:03 PM	Registered	Senior Project Manager	AMES Engineering, Inc.	
							Humberto Rabadan	service@appliancemechanical.com	9/10/24, 3:20:01 PM	Registered	Manager	Rabadan H Inc	
							Chris Trcka	ctrcka@bravocomp.com	9/10/24, 3:20:15 PM	Registered	Manager/Director of Construction Engineering	J. A. Worth, Inc.	
							Alexander Karhalios	akarhalios@getipass.com	9/11/24, 1:59:08 PM	Registered	Business Analyst of Diversity and Strategic Development	Illinois Tollway	6302416800
							Dhivankar Gandhi	dgandhi@paganthi.com	9/11/24, 5:21:42 PM	Registered	VP	Gandhi & Associates, Inc.	773-774-5910
							Michael Schraeder	mhs@paganthi.com	9/11/24, 5:23:03 PM	Registered	Lead Civil Engineer	Gandhi & Associates, Inc.	773-774-5910
							Clufern Cladende	cladende@tdfeng.com	9/12/24, 12:27:06 PM	Registered	CEO	TDI ENGR Corp.	3125519780
							Christine C	christinec@thomas-engineering.com	9/12/24, 12:56:31 PM	Registered	Marketing Graphic Designer	TEG	3124795433
							Shelly Jones	sjones@getipass.com	9/12/24, 12:59:03 PM	Registered	Senior Manager of Program Development	Illinois Tollway Authority	6307284669

### 3. In-Meeting Activities

Name	Join Time	Leave Time	Duration	Email	Role
Ramos, Vanessa	9/12/24, 12:51:08 PM	9/12/24, 1:24:32 PM	33m 24s	V Ramos@getipass.com	Organizer
Myers, Linda	9/12/24, 12:52:04 PM	9/12/24, 1:24:32 PM	32m 28s	LMyers@getipass.com	Organizer
Williams, Cynthia	9/12/24, 12:55:25 PM	9/12/24, 1:24:32 PM	29m 6s	CMWilliams@getipass.com	Organizer
Liu, Meiyu	9/12/24, 12:58:37 PM	9/12/24, 1:24:32 PM	25m 54s	mliu@getipass.com	Organizer
Hall, Dana	9/12/24, 1:09:43 PM	9/12/24, 1:24:29 PM	14m 45s	DHall@getipass.com	Organizer
Zia Khaliq (External)	9/12/24, 12:42:11 PM	9/12/24, 12:43:11 PM	1m	zkhaliq@aegeoutbd.com	Attendee
Zia Khaliq (External)	9/12/24, 12:53:32 PM	9/12/24, 1:24:26 PM	30m 53s	zkhaliq@aegeoutbd.com	Attendee
Hamed Mohammed (External)	9/12/24, 12:42:56 PM	9/12/24, 12:53:33 PM	10m 37s	hmohammed@americangeoconsultants.com	Attendee
Hamed Mohammed (External)	9/12/24, 12:55:03 PM	9/12/24, 1:24:32 PM	29m 29s	hmohammed@americangeoconsultants.com	Attendee
Dagmar Cameron (External)	9/12/24, 12:45:48 PM	9/12/24, 1:24:24 PM	38m 35s	dagmar.cameron@peralte-clark.com	Attendee
Spencer, Seannica	9/12/24, 12:47:36 PM	9/12/24, 12:50:17 PM	2m 41s	S.Spencer@getipass.com	Presenter
Spencer, Seannica	9/12/24, 12:55:47 PM	9/12/24, 1:24:26 PM	28m 38s	S.Spencer@getipass.com	Presenter
Anita States (External)	9/12/24, 12:48:41 PM	9/12/24, 12:49:40 PM	1m	astates@gep-consultants.com	Attendee
Anita States (External)	9/12/24, 12:53:07 PM	9/12/24, 1:24:25 PM	31m 17s	astates@gep-consultants.com	Attendee
Greg Stukel	9/12/24, 12:49:08 PM	9/12/24, 1:24:20 PM	35m 10s	gstukel@bowman.com	Attendee
Howe, Ruth	9/12/24, 12:48:54 PM	9/12/24, 1:24:32 PM	33m 34s	RHowe@getipass.com	Attendee
1630433737	9/12/24, 12:51:55 PM	9/12/24, 1:24:32 PM	31m 36s	najim@cepcompany.com	Attendee
Najim Heidari (External)	9/12/24, 12:52:48 PM	9/12/24, 1:24:21 PM	31m 32s	najim@cepcompany.com	Attendee
SDI ENGR Corp.	9/12/24, 12:52:49 PM	9/12/24, 1:24:30 PM	31m 40s		Attendee
Liza Gates (External)	9/12/24, 12:53:49 PM	9/12/24, 1:24:29 PM	31m 38s	lgates@ckleng.com	Attendee
Coleman, Timothy	9/12/24, 12:53:24 PM	9/12/24, 1:24:25 PM	31m	TColeman@getipass.com	Presenter
Hamed Mohammed (Unverified)	9/12/24, 12:54:27 PM	9/12/24, 12:54:51 PM	24s		Attendee
Riswan, Zayed	9/12/24, 12:54:36 PM	9/12/24, 1:24:24 PM	29m 48s	ZRiswan@getipass.com	Attendee
Gregory B. Brumm P.E. (External)	9/12/24, 12:54:42 PM	9/12/24, 1:24:32 PM	29m 50s	gbrumm@br.com	Attendee
Hacking, Kathi	9/12/24, 12:54:51 PM	9/12/24, 1:24:25 PM	29m 34s	KHacking@getipass.com	Attendee
Athenie Feanay-Osajia (External)	9/12/24, 12:54:57 PM	9/12/24, 1:24:31 PM	29m 33s	AfOsajia@abnacorp.com	Attendee
1630079075	9/12/24, 12:55:08 PM	9/12/24, 1:24:21 PM	29m 15s		Attendee
Linda Moen	9/12/24, 12:55:20 PM	9/12/24, 1:24:21 PM	29m 15s	lmpen@efkmoen.com	Attendee
James Williams (External)	9/12/24, 12:55:29 PM	9/12/24, 1:24:32 PM	29m 3s	jwilliams@abnacorp.com	Attendee
Janet Wackrow (External)	9/12/24, 12:55:37 PM	9/12/24, 1:24:18 PM	28m 41s	jackrow@rjcmh.com	Attendee
Juan Gonzalez (External)	9/12/24, 12:55:38 PM	9/12/24, 1:24:21 PM	28m 48s	jgonzalez@terracom.com	Attendee
Dani (SDI) (Unverified)	9/12/24, 12:55:54 PM	9/12/24, 1:00:00 PM	4m 6s		Attendee
Richard Muniz (External)	9/12/24, 12:56:59 PM	9/12/24, 1:24:26 PM	27m 53s	rmuniz@terracom.com	Attendee
Christine Chen (External)	9/12/24, 12:56:55 PM	9/12/24, 1:24:30 PM	27m 34s	christinec@thomas-engineering.com	Attendee
Kenneth Clay (External)	9/12/24, 12:57:04 PM	9/12/24, 1:24:24 PM	27m 19s	kcclay@ckleng.com	Attendee
sainath Reddivari (External)	9/12/24, 12:57:07 PM	9/12/24, 1:24:32 PM	27m 25s	sainath@iseeng.onimicrosoft.com	Attendee
Daniel Whitorenk (External)	9/12/24, 12:57:30 PM	9/12/24, 1:20:20 PM	22m 54s	dwhitorenk@br.com	Attendee
Holly Ryan (External)	9/12/24, 12:57:31 PM	9/12/24, 1:24:24 PM	27m	hryan@br.com	Attendee
Gary Flentze (External)	9/12/24, 12:57:33 PM	9/12/24, 1:24:15 PM	26m 41s	gflentze@bendesign.com	Attendee
Darrell Eilers	9/12/24, 12:57:35 PM	9/12/24, 1:24:31 PM	26m 55s	deilers@efkmoen.com	Attendee
Ashon Howarth (External)	9/12/24, 12:57:41 PM	9/12/24, 1:24:26 PM	26m 43s	ahowarth@bloomsco.com	Attendee
Lyndi Kessen (External)	9/12/24, 12:57:45 PM	9/12/24, 1:24:24 PM	26m 38s	lkessen@terracom.com	Attendee
Yemi Oyejole	9/12/24, 12:57:56 PM	9/12/24, 1:24:32 PM	26m 36s	YOyejole@bodwegroup.com	Attendee
Michael Witte (External)	9/12/24, 12:57:59 PM	9/12/24, 1:24:14 PM	26m 15s	mwitte@rjcmh.com	Attendee
Lisa Greenfield (External)	9/12/24, 12:57:59 PM	9/12/24, 1:24:32 PM	26m 33s	lgreenfield@waterresourceslaboratory.omicron.com	Attendee

Ahmad Issa (External)	9/12/24, 12:59:11 PM	9/12/24, 1:24:27 PM	25m 15s	ahmad.issa@hbmeng.com	Attendee
Emma Foley (External)	9/12/24, 12:59:14 PM	9/12/24, 1:24:19 PM	25m 4s	efoley@descotoinc.com	Attendee
Naughton, John (External)	9/12/24, 12:59:15 PM	9/12/24, 1:24:18 PM	25m 3s	jnaughton@valdeseng.com	Attendee
Jennifer Tobergte	9/12/24, 12:59:16 PM	9/12/24, 1:24:20 PM	25m 3s	jent@accgi.com	Attendee
Kelly, Sheria	9/12/24, 12:59:17 PM	9/12/24, 1:24:20 PM	25m 3s	skelly@getpass.com	Attendee
LaWanda Jones (External)	9/12/24, 12:59:28 PM	9/12/24, 1:24:29 PM	25m 1s	LJones@dnacorp.com	Attendee
Mohammed Rashid (External)	9/12/24, 12:59:38 PM	9/12/24, 1:24:29 PM	24m 43s	mrasheed@transmatic.com	Attendee
Ryan Macander (External)	9/12/24, 12:59:38 PM	9/12/24, 1:24:20 PM	24m 42s	rmacander@transsystems.com	Attendee
Spencer, Takeha	9/12/24, 12:59:44 PM	9/12/24, 1:24:21 PM	24m 36s	TSpencer@getpass.com	Attendee
Erin Minger (External)	9/12/24, 12:59:47 PM	9/12/24, 1:24:29 PM	24m 45s	eminger@formulating.com	Attendee
Nick Schilling (External)	9/12/24, 12:59:47 PM	9/12/24, 1:24:17 PM	24m 29s	NSchilling@jaincorporated.com	Attendee
Pozzessere, Kari (External)	9/12/24, 12:59:53 PM	9/12/24, 1:24:25 PM	24m 32s	Kari.Pozzessere@aecom.com	Attendee
Jason Martin	9/12/24, 1:00:01 PM	9/12/24, 1:24:18 PM	24m 16s	jmartin@se3.us	Attendee
Randich, Russel (External)	9/12/24, 1:00:10 PM	9/12/24, 1:24:29 PM	24m 27s	Russel.Randich@arcadis.com	Attendee
Tina Ballin (External)	9/12/24, 1:00:10 PM	9/12/24, 1:24:18 PM	24m 7s	tballin@gocos.net	Attendee
Andrew Schlichting (External)	9/12/24, 1:00:13 PM	9/12/24, 1:18:10 PM	17m 56s	aschlichting@cmtengr.com	Attendee
Shawn Carlsson (External)	9/12/24, 1:00:14 PM	9/12/24, 1:24:32 PM	24m 18s	scarlsson@brillianceengineering.com	Attendee
Helander, Erin (External)	9/12/24, 1:00:15 PM	9/12/24, 1:24:29 PM	24m 13s	ehelander@burnsmod.com	Attendee
Brian Umbright	9/12/24, 1:00:16 PM	9/12/24, 1:24:32 PM	24m 16s	Brian.Umbright@exp.com	Attendee
Dani (SD) (Unverified)	9/12/24, 1:00:23 PM	9/12/24, 1:00:27 PM	14s		Attendee
Julie (Unverified)	9/12/24, 1:00:23 PM	9/12/24, 1:24:24 PM	24m		Attendee
Brad Fotsch (External)	9/12/24, 1:00:25 PM	9/12/24, 1:18:15 PM	17m 49s	bfotsch@cmtengr.com	Attendee
Brad Fotsch (External)	9/12/24, 1:00:25 PM	9/12/24, 1:22:53 PM	34s	bfotsch@cmtengr.com	Attendee
Christos Achilides	9/12/24, 1:00:29 PM	9/12/24, 1:24:39 PM	24m 2s	CAchilides@teris.com	Attendee
Keith Hoepfner (External)	9/12/24, 1:00:29 PM	9/12/24, 1:24:15 PM	23m 45s	khoepfner@donacorp.com	Attendee
Shah, Rupen (External)	9/12/24, 1:00:40 PM	9/12/24, 1:24:19 PM	23m 39s	rshah@wightco.com	Attendee
Terry Shanklin CEP (Unverified)	9/12/24, 1:00:45 PM	9/12/24, 1:24:16 PM	23m 30s		Attendee
Madden, Mark (External)	9/12/24, 1:00:50 PM	9/12/24, 1:24:39 PM	23m 41s	Mark.Madden@arcadis.com	Attendee
Cassie Durch (External)	9/12/24, 1:00:51 PM	9/12/24, 1:24:19 PM	23m 27s	cdurch@srfconsulting.com	Attendee
Dani Alao (Unverified)	9/12/24, 1:00:54 PM	9/12/24, 1:24:32 PM	23m 38s		Attendee
Kai Porter (External)	9/12/24, 1:00:54 PM	9/12/24, 1:24:20 PM	23m 25s	kporter@dtg-america.com	Attendee
Brettenbach, Karen (External)	9/12/24, 1:00:56 PM	9/12/24, 1:24:29 PM	23m 26s	kbrettenbach@valdeseng.com	Attendee
khayes@gocos.net (External)	9/12/24, 1:00:57 PM	9/12/24, 1:24:25 PM	23m 27s	khayes@gocos.net	Attendee
Margaret Henriksen (Unverified)	9/12/24, 1:01:04 PM	9/12/24, 1:01:57 PM	53s		Attendee
Chalekan Quedenbe (SD) (Unverified)	9/12/24, 1:01:05 PM	9/12/24, 1:24:32 PM	23m 27s		Attendee
Christopher Widlak (External)	9/12/24, 1:01:23 PM	9/12/24, 1:24:24 PM	23m	cwidlak@ardmorederick.com	Attendee
Frederick d'Escoto (External)	9/12/24, 1:01:46 PM	9/12/24, 1:20:47 PM	19m 1s	fdescoto@descotoinc.com	Attendee
Anand Sampath (External)	9/12/24, 1:01:49 PM	9/12/24, 1:24:32 PM	22m 43s	asampath@baxterwoodman.com	Attendee
Press, Stephanie (External)	9/12/24, 1:01:59 PM	9/12/24, 1:24:19 PM	22m 13s	Stephanie.Press@sandh.com	Attendee
Chirag Dave (External)	9/12/24, 1:02:21 PM	9/12/24, 1:24:32 PM	22m 11s	cdave@infrastructure-eng.com	Attendee
Design Consulting (External)	9/12/24, 1:02:24 PM	9/12/24, 1:24:30 PM	22m 6s	chicago@dcemt.com	Attendee
Scott VanDerKam (External)	9/12/24, 1:02:58 PM	9/12/24, 1:24:29 PM	21m 30s	SVanDerKam@cerasolutions.com	Attendee
Felix Rubin (External)	9/12/24, 1:03:02 PM	9/12/24, 1:24:32 PM	21m 30s	felix@ecpcompany.com	Attendee
Pipkin, Gregory	9/12/24, 1:03:07 PM	9/12/24, 1:24:32 PM	21m 25s	GPipkin@getpass.com	Attendee
Aaron Jones (External)	9/12/24, 1:03:49 PM	9/12/24, 1:24:22 PM	20m 33s	aaron@aviveterans.com	Attendee
Moussa A. Issa (External)	9/12/24, 1:04:03 PM	9/12/24, 1:24:19 PM	20m 16s	moussa.issa@hbmeng.com	Attendee
Bennett, Kristen	9/12/24, 1:04:29 PM	9/12/24, 1:24:22 PM	19m 52s	kbennett@getpass.com	Attendee
Vick, Marlene	9/12/24, 1:04:47 PM	9/12/24, 1:15:26 PM	10m 38s	mvick@getpass.com	Attendee
Rajpurkar, Amar (US-USA)	9/12/24, 1:05:10 PM	9/12/24, 1:24:12 PM	19m 25s	Amar.Rajpurkar@parsons.com	Attendee
Trisha Nouzeil (External)	9/12/24, 1:06:46 PM	9/12/24, 1:24:09 PM	17m 25s	trnouzeil@epa.com	Attendee
Oscar Coronado (External)	9/12/24, 1:06:58 PM	9/12/24, 1:24:12 PM	17m 14s	ocoronado@cerasolutions.com	Attendee
Shyam Raj (External)	9/12/24, 1:07:44 PM	9/12/24, 1:24:32 PM	16m 47s	sraj@aeacadvisors.ai	Attendee
Michael Martin (External)	9/12/24, 1:07:48 PM	9/12/24, 1:24:32 PM	16m 44s	mmartin@ecconsulting.com	Attendee
Colleen Miller (External)	9/12/24, 1:08:56 PM	9/12/24, 1:24:20 PM	15m 24s	cmiller@singhinc.com	Attendee
Donovan Batts (External)	9/12/24, 1:09:02 PM	9/12/24, 1:24:23 PM	15m 20s	donovan.batts@peralte-clark.com	Attendee
Joe (W-Sales) (Unverified)	9/12/24, 1:09:29 PM	9/12/24, 1:24:27 PM	14m 57s		Attendee
Rao Doopalekudi (Unverified)	9/12/24, 1:10:37 PM	9/12/24, 1:24:29 PM	13m 48s		Attendee
Gibbons, Dylan (External)	9/12/24, 1:11:21 PM	9/12/24, 1:24:32 PM	13m 10s	Dylan.Gibbons@rsandh.com	Attendee
Durante, Cheryl (External)	9/12/24, 1:16:52 PM	9/12/24, 1:24:25 PM	7m 32s	Cheryl.Durante@terracon.com	Attendee
Alia Halliwell (External)	9/12/24, 1:17:06 PM	9/12/24, 1:24:29 PM	7m 21s	ahalliwell@brillianceengineering.com	Attendee
Anna Duff (External)	9/12/24, 1:18:53 PM	9/12/24, 1:24:24 PM	5m 30s	aduff@collinseng.com	Attendee
Donald, William	9/12/24, 1:23:18 PM	9/12/24, 1:24:32 PM	1m 13s	wdonald@hrscreen.com	Attendee