## CONSULTANT'S COMMITMENT and SIGNATURE

Attach the Consultant's Commitment and Signature pages in the Required Documents Field. These pages are shown below, and are available on the Illinois Tollway website and through this link: https://www.illinoistollway.com/doing-business/construction-engineering/bids-bulletins-awards

**SOI TO PROVIDE PROFESSIONAL SERVICES**

Consultant should use this form as a final checklist to ensure that all required documents are completed and included with the SOI. Consultant must mark each blank below as appropriate; mark N/A when a section is not applicable to the PSB Item submitted. ***Consultant understands that failure to submit this form or meet all requirements is cause for disqualification.***

1. **PSB Review:** Consultant reviewed the PSB, including all referenced documents and instructions, completed all blanks, provided all required information, correctly labeled / named its SOI files, and demonstrated how it will meet the Illinois Tollway's requirements.
   ☐ Yes ☐ No

2. **Addenda:** Consultant acknowledges receipt of any and all addenda to this PSB, and has taken those into account in making this submittal.
   ☐ Yes – List Addenda numbers here: _____ ☐ No ☐ Not Applicable

3. Consultant has submitted with its SOI any and all documents required in this PSB **26-4.** The most current forms are listed on the Illinois Tollway website: https://www.illinoistollway.com/doing-business/construction-engineering/bids-bulletins-awards (Doing Business: Construction and Engineering – Vendor Resources – Professional Services Bulletin). Exhibits from previous Professional Services Bulletins will not be accepted. ***Consultant understands that incomplete or missing documentation will render the SOI submittal non-responsive.***
   ☐ Yes ☐ No

4. **SOIs:** Consultant is submitting a separate SOI for each PSB item. The SOI is submitted in Adobe PDF format and labeled as described in 3.4 Submittal Instructions, using the SOI FIRM NAME CODE provided by the Illinois Tollway. The Consultant is submitting under its full, legal name, and, if applicable, the full, legal names of the members or firms comprising the team.
   ☐ Yes ☐ No

5. **Exhibit A:** Consultant is submitting with its SOI "key" project personnel specific to each SOI submitted, including Subconsultants, **resumes**, category of work and is attached as a separate document in Trimble Unity Construct.
   ☐ Yes ☐ No

6. **DBE and VOSB Evidence:** Consultant and/or Subconsultant is submitting evidence of certification from acceptable agencies and is attached as a separate document in Trimble Unity Construct.
   ☐ Yes ☐ No ☐ Not Applicable

7. **Exhibit C: Current Obligations**: **Current Obligations**: Consultant is submitting current work obligations in dollars and/or the Teaming Agreement's Team Lead is submitting current work obligations on behalf of each of the Team member firms. Exhibit C is submitted in pdf format and labeled as described in 3.4 Submittal Instructions, using the SOI FIRM NAME CODE provided by the Illinois Tollway and is attached as a separate document in Trimble Unity Construct.
   ☐ Yes ☐ No ☐ Not Applicable

8. **Exhibit D: Availability of Key Project Personnel: Availability of Key Project Personnel:** Consultant is submitting with its SOI Exhibit D, which must include Key personnel as identified in the item detail, for both Prime and Subconsultants and is attached as a separate document in e-builder.
   ☐ Yes ☐ No ☐ Not Applicable

9. **Exhibit E: Partnering for Growth Memorandum of Understanding:** Consultant is submitting Exhibit E with the SOI if the SOI identifies a D/M/WBE Mentor-Protégé partnership and/or a VOSB Mentor- Protégé Partnership. The requirements are described in detail in Exhibit E. Consultant entered the DBE and/or VOSB commitment and percentage breakdowns in the SOITEAM data section and is attached as Exhibit E as a separate document in Trimble Unity Construct.
☐ Yes ☐ No ☐ Not Applicable

**9a. Exhibit E: Reverse DBE/VOSB-Partnering for Growth Memorandum of Understanding:** Consultant is submitting Exhibit E with the SOI if the SOI identifies a mentor-protégé arrangement with the subconsultant mentoring.
☐ Yes ☐ No ☐ Not Applicable

10. **Exhibit F: State of Illinois Veteran Small Business Participation and Utilization Plan and Letter of Intent:** Consultant is submitting with its SOI the State of Illinois Veteran Small Business Participation and Utilization Plan and Letter of Intent for items that include a VOSB and is attached as a separate document in Trimble Unity Construct.
☐ Yes ☐ No ☐ Not Applicable

**10a. Exhibit H: DBE and Utilization Plan and Letter of Intent: Consultant** is submitting with its SOITeam data and Letter of Intent for items that include a DBE goal and is attached as a separate document in Trimble Unity Construct.
☐ Yes ☐ No ☐ Not Applicable

11. **SOITEAM Data:** Consultant has identified the Prime, Subconsultant(s) and DBE and VOSB/SDVOB percentage breakdowns, verified percentage totals of work are equal to 100%, and left no blank cells. Ranges and "TBD" are not acceptable. the prime 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. **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.**
☐ Yes ☐ No ☐ Not Applicable

12. **Vendor Disclosures (formerly Forms A) or IPG Active Registration Vendor Disclosures (formerly Forms B) and Illinois Tollway Standard Business Terms and Conditions:** Consultant is submitting certification and disclosure forms and Illinois Tollway Terms and Conditions for itself and its Team member firms. The Disclosures are submitted in PDF format and labeled as described in 3.4 Submittal Instructions, using the SOI FIRM NAME CODE provided by the Illinois Tollway. Consultant understands that incomplete or missing documentation will render the SOI submittal disqualified (attached as a separate document in Trimble Unity Construct).
☐ Yes ☐ No

13. **Illinois State Board of Elections Registration**: Consultant understands that Primes may be required to be registered with the Illinois State Board of Elections prior to the submittal of the SOI, and has enclosed a copy of the registration certificate with the Certification / Disclosure forms if applicable and is attached as a separate document in Trimble Unity Construct.
☐ Yes ☐ No

**SIGNATURE CERTIFICATION**

By submitting a response to this SOI, each Consultant unequivocally acknowledges that the Consultant has read and fully understands this SOI, and that the Consultant has asked questions and received satisfactory answers from the Illinois Tollway regarding any provisions of this SOI with regard to which the Consultant desired clarification. By signature below, the Principal of the Consultant certifies the information contained in the SOI is true and accurate.

## SIGNATURE CERTIFICATION

I certify that my electronically scanned-in signature appearing in this SOI and associated documents submitted by our firm / team is authorized to be affixed by the person doing so and will be binding on the firm / team.

On behalf of the firm _____ (enter firm full legal name) and its team members, if any (as identified in this SOI), I certify that I am the firm's _____ (enter title), and that I have thoroughly reviewed our existing and pending obligations for services by our Technical Staff **(including work for which selection has been made but negotiations and/or agreements execution have not been finalized)** during the ensuing year(s) to all of our clients on any type of project and have included them on Exhibit C.

If we are selected for this project, we will assign it as a top priority project utilizing the identified Key and Support Personnel as submitted on Exhibit A for the full term of the contract.

I certify that the information contained in this SOI is true and accurate. Any and all discrepancies that are not substantial or relevant to the selection process may be cured during the negotiation process with the selected firm.

Date _____ Signature _____

Print Name _____