

PROFESSIONAL SERVICES BULLETIN 24-1

ADDENDUM No. 3

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

Due Date: February 2, 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/>

Professional Services Bulletin

No. 24-1

January 23, 2024

ILLINOIS TOLLWAY web site: www.illinoistollway.com



Illinois Tollway
2700 Ogden Avenue, Downers Grove, IL 60515

PSB 24-1

January 23, 2024

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

Addendum No. 3 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, February 2, 2024.

ADDENDUM No. 3 / REVISION DATE: January 23, 2024

QUESTIONS: The Tollway has received the following questions to PSB 24-1 via the e- Builder SOI Mailbox. The Tollway offers the following responses:

Q1: We are considering entering into a P4G with a firm who has just registered to do work with the Tollway that was not previously registered. Can we expect that they will be approved in the timeframe of when the proposals are due/reviewed, otherwise we may enter into a P4G with someone else?

Answer: The Tollway does not have a registered list of firms that are approved to perform work. For mentor and protégé requirements you may view the Partnering for Growth Program Guidelines for Disadvantaged Business Enterprises (DBE) or Veteran Owned Small Businesses (VOSBs) on the Tollway website under the Diversity Section at [Partnering For Growth - Illinois Tollway](#). The [Guidelines](#) may be found under the Templates and Documents for Professional Services.

Q2: We are assuming that a P4G can be entered into with a DBE firm that may or may not already be prequalified with IDOT in a given category. Is that accurate?

Answer: Yes. Please refer to DBE/VOSB Partnering for Growth Guidelines Section III. Link is provided in the question above.

Q3: For Section 3, Relevant Project Experience, can projects completed beyond five (5) years be included in addition to a minimum of three (3) relevant projects of equal or greater complexity accomplished within the past five (5) years?

Answer: No. Refer to 3.3 Guidelines for Submitting Statements of Interest (SOI), 3.3.2.3 (Section 3)

Q4: Please reference Page 17 of the bulletin (Page 33 of the PDF), Section 3 Relevant Project Experience; do you want to see only the submitting firm's experience, or the team/subconsultant's experience?

Answer: As noted in 3.1 Selection Criteria, SOIs will be evaluated upon the experience, performance history and expertise of the firms and/or Subconsultants proposed.

Q5: A requirement for pickup survey is not stated for the items 6, 7 and 8. Should we assume that surveyor is not required for these projects?

Answer: Some survey is anticipated to be required.

Q6: A requirement for geotechnical services is not stated for the items 6, 7 and 8. Should we assume that geotechnical or soil analysis are not required for these projects?

Answer: Geotechnical services are not anticipated to be required.

Q7: Regarding the Construction Estimate Categories A and B, on Items 6, 7 and 8, during the Pre-proposal meeting held on 1/18/24, the scope of work was presented by the Tollway staff for the various Items. Our question pertains to:

Items: 6 (12 bridges) – Category B;

Item 7 (17 bridges) – Category A; and

Item 8 (18 bridges) – Category A.

This indicates that Item 6 has the highest estimated construction cost but has the fewest number of bridges. The Tollway stated that Item 6 bridges are about 25 years old and would probably only require deck overlays and joint repairs. Items 7 and 8 have bridges that are about 50 years old and will require deck replacements or overlays along with joint repairs. Deck replacements typically have higher construction costs than overlays. Please confirm the construction cost category assigned to each of the three Items are correct.

Answer: The cost categories are correct.

Q8: We are working on Exhibit A for several items. On page 21 of Addendum 1, in the Table, row “Exhibit A...”, it states “... 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)...”

For example, Item 3 lists multiple required IDOT prequalification categories including “Environmental Reports (Environmental Assessment)” and “Special studies: Safety”. On Exhibit A available from the Tollway website, it limits the entries to only these categories for Item 3: Project Manager, Project Engineer, Roadway Designer, Structural Designer, Drainage Designer, Traffic Analysis, QA/QC Road, and QA/QC Structures. What is the best way to modify the Exhibit A form to add people needed to demonstrate we have met the requested IDOT prequalification categories? This is just an example. We would need to add more than 2 additional people to ensure we support all the IDOT prequalification categories on Item 3 and other Items.

Answer: Only those Key Personnel identified in the Item’s description and as shown on Exhibit A are required to be provided.

Q9: I am unable to access the “public folder” that was referenced in the presentation for access to the Pre-Proposal PowerPoint Presentation (that’s a lot of Ps). Can you send me the presentation or a link so I am able to access it?

Answer: The Pre-Proposal presentation was included in Addendum No. 2. and is available on BidBuy.

Q10: When submitting the Illinois Tollway Standard Business Terms and Conditions forms as a Team (_TM), page 21: We have two firms that make up our Team (ex: ABCXYZ_TM). Instructions for the form says to “submit as a separate document on e-Builder for each Team member”.

There is only one field in eBuilder to upload the Illinois Tollway Standard Business Terms and Conditions forms, so we cannot upload individual files for each Team member.

Please advise – are we to combine all completed T&Cs into one .pdf and upload as ABCXYZ_TC_TM?

Answer: When submitting a Statement of Interest as a team, include Illinois Tollway Standard Business Terms and Conditions for each team member in one pdf.

Q11: When submitting the Illinois Board of Elections Registration documents as a Team (_TM), page 21: We have two firms that make up our Team (ex: ABCXYZ_TM). Instructions for the form says to “submit as a separate document on e-Builder for each Team member”.

There is only one field in eBuilder to upload the BOE documents, so we cannot upload individual certificates for each Team member.

Please advise – are we to combine all BOE certificates into one .pdf and upload as ABCXYZ_BOE_TM?

Answer: When submitting a Statement of Interest as a team, include Illinois Board of Elections Registration documents for each team member in one pdf.

Q12: When submitting Vendor Disclosures (formerly Forms A) or IPG Active Registration Vendor Disclosures (formerly Forms B) as a Team (_TM), page 21: We have two firms that make up our Team (ex: ABCXYZ_TM). Instructions for the form says to “submit as a separate document on e-Builder for each Team member”.

Based on the additional instructions re. using “...EACH individual Team firm name...” and the examples given, can you confirm the correct way to name each firm’s file?

For example, would we submit ABC_DS_TM for the managing firm and XYZ_DS_TM for the team member?

Answer: When submitting a Statement of Interest as a team, include Vendor Disclosures (formerly Forms A) or IPG Active Registration Vendor Disclosures (formerly Forms B) documents for each team member in one pdf.

Q13: When submitting Ex. A, D, Es, F, and H and Form FCS as a Team (ex. ABCXYZ_TM), pages 21-22: The file name examples for these forms all start with “ABC_” and do not show examples for Team submittals.

As a Team, can we assume that the correct file name should be “ABCXYZ_” (i.e., ABCXYZ_ExA, ABCXYZ_ExD, ABCXYD_ExF, etc.)?

Answer: Yes.