



Professional Engineering Services Selection Process

August 15, 2018

Tollway Relies on Professional Engineering Services

An estimated 330 firms working on Move Illinois

Variety of professional services provided

- Design
- Construction management
- Surveying, geotechnical, materials, etc.

Foundational contracts support operations

- General engineering consultant
- Program management office
- Traffic engineer



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Follow State Laws and Tollway Policy

Qualifications Based Select Act (30 ILCS 535)

- Used by all federal agencies, 46 state governments and many localities throughout the country
- Requires the Tollway to
 - Publicly announce all requirements for architectural, engineering and land surveying services
 - Procure these services on the basis of demonstrated competence and qualifications
 - Form a selection committee to select top three firms in ranking order
 - Negotiate a contract at a fair and reasonable price with most preferred firm

JCAR Administrative Code (Section 625)

- Provides rules for QBS Act
- Specifically written for Illinois Department of Transportation

Tollway's Notice and Selection of Professional Services Procedures (ISO Procedures P3100 and P3100B)

- Refined over time in response to internal and external audits
- Shared with industry for input prior to adoption
- Reviewed by Tollway Legal with respect to form and constitutionality



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Tollway's Comprehensive Selection Process

Administrative review to ensure complete, responsive Statements of Interest and to ensure pre-qualifications are met

Tier 1: Technical Review by Engineering staff

- Detailed evaluation of experience and technical competence, familiarity with the work, appropriate cost saving measures, commitment and availability of key personnel and proposed method of accomplishing the project's objectives
- Ability to complete work in the time required with the firms existing workload
- Review and score all SOIs with respect to criteria

Tier 2: Review by Chief Engineering Officer, Deputy Chiefs and Diversity Representative

- Review of Tier 1 scores by most experienced engineering staff
- Engage diversity to provide input and evaluation
- Identify top firms for consideration

Tier 3: Formal Selection by Selection Committee

- Receives all SOIs, Tier 1 scores and Tier 2 input
- Nominate firms to be considered
- Deliberate on merits of nominated firms
- Vote to narrow selection to top three firms (if necessary)
- Vote for top firms to determine ranked order

Following public posting of selections, the Tollway negotiates fair and reasonable price with most preferred firm before making a recommendation to the Board of Directors



Selection Process Differs for Foundational Consultants

Selection Committee composition is different

- Slate of committee members requires approval from Executive Director, Chief Operating Officer and Board Chairman
- Selection Committee performs the Tier 1 review

More public interaction during the process

- Increase competition with national advertising effort
- Substitute Tier 2 engineering review with a public meeting

Interview with the Selection Committee

- Share their detailed qualifications and potential proprietary information
- Answer questions from the committee

Selection committee deliberates, votes and ranks the top three firms

Selection results

- Announced at a public meeting
- Posted on the Tollway's website



Selection Committee Comparison

Engineering contracts	Foundational contracts
Executive Office	Executive Office
Chief Engineering Officer	Chief Engineering Officer
Engineering Deputy Chief	Chief Financial Officer
Engineering Deputy Chief	Chief of Diversity
Independent industry representative	Independent industry representative
IDOT representative (non-voting)	IDOT representative (non-voting)



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Date	Summary	Details
2.16.2017	Tollway and SPO review and advertise PSB 17-1	<ul style="list-style-type: none"> Publish Look Ahead on Tollway website Send PSB to SPO for review and approval Meet with SPO to discuss PSB Publish PSB on Tollway website, send press release and mailing list and SPO publishes on IPB website on February 16 Addenda published
4.3.2017	Firms submit SOI	
4.3.2017 to 5.11.2017	Initial review by Tollway and SPO	<ul style="list-style-type: none"> Administrative review by Tollway Tier 1: Review by selection committee
5.11.2017	Public meeting and formal selection by Tollway	<ul style="list-style-type: none"> Tier 2: Public meeting Tier 3: Formal Selection by Selection Committee Tollway posts selected firms on tollway website
5.11.2017 to 6.14.2017	Contract negotiation	<ul style="list-style-type: none"> Tollway negotiates and finalizes scope after selection in accordance with QBS Act
6.19.2017 to 6.23.2017	SPO reviews potential conflict and intent to award for prime contract	<ul style="list-style-type: none"> Potential conflicts of interest reviewed by SPO FAO recommends item for Board approval Tollway Board of Directors approves contract SPO reviews and publishes notice of intent to award for prime contract
6.27.2017	PPB grants waiver	<ul style="list-style-type: none"> Procurement Policy Board (PPB) grants waiver of its ability to review and hold a hearing on the procurement
7.10.2017 to 7.12.2017	SPO approves prime contract Tollway issues conditional NTP to prime only	<ul style="list-style-type: none"> SPO gives express approval for prime contract Chief Engineer issues conditional Notice to Proceed to prime
7.13.2017 to 7.17.2017	SPO, CPO and PPB deliberate subcontract	<ul style="list-style-type: none"> SPO requests additional information from Tollway for CPO and PPB SPO, CPO and PPB deliberate on subconsultant conflict of interest PPB finds no conflict of interest sufficient to prohibit subcontract
7.17.2017	Tollway issues full NTP	<ul style="list-style-type: none"> Tollway issues full NTP SPO approves execution of contract Selected firm can begin work



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THANK YOU