

PROFESSIONAL SERVICES BULLETIN 14-1

ADDENDUM 1

ADDENDUM 1 does not change the due date or time.

STATEMENTS OF INTEREST are due by 4:30 p.m. (local time)

Due Date: July 3, 2014

Successful Applicants will be notified.

Overall results will be posted on the Tollway's website.

No. 14-1 Addendum 1

Addendum 1 Published June 19, 2014

ISTHA web site: www.illinoistollway.com



Illinois State Tollway
2700 Ogden Avenue, Downers Grove, IL 60515

**ADDENDUM NO. 1
TO**

PROFESSIONAL SERVICES BULLETIN No. 14-1

June 19, 2014

Addendum No 1 does not change the due date or time.

For which Statements of Interest are due by 4:30 p.m. Central Standard Time to the Illinois State Toll Highway Authority at their offices, 2700 Ogden Avenue, Downers Grove, Illinois 60515, July 3, 2014.

NOTES:

- The following pages have been added to this PSB and are included in this addendum: 36-1 through 45-1
- The following pages are revised and are included in this addendum:
- Table of Contents
- 12R, Statement of Interest - Information
- 13R, Statement of Interest – Guidelines for Submitting Statements of Interest (SOI)
- 14R, Statement of Interest – Guidelines for Submitting Statements of Interest (SOI)
- 48R, Professional Services Bulletin (PSB) Submittal Check List
- A-1R through A-13R, A-15R, A-17R, A-18R, A-19R, A-21R, A-23R, A-25R, and A-27R

CHANGE NO. 1: Replace pages A-1 through A-27 with pages A-1R through A-27R.

The summary of changes to these pages are as follows:

- Veteran Business Participation has been added to Item Numbers 1 through 14 per the table below.

Item No.	Contract No.	VOS/SDVOSBE GOAL	Page
1	I-14-4186	3%	A-1R
2	I-14-4187	3%	A-3R
3	I-14-4188	3%	A-5R
4	I-14-4189	3%	A-7R
5	I-14-4190	3%	A-9R
6	I-14-4191	3%	A-11R
7	I-14-4192	1%	A-13R
8	I-14-4193	1%	A-15R
9	I-14-4194	2%	A-17R
10	RR-13-5660	1%	A-19R
11	RR-13-5661	1%	A-21R
12	RR-13-5662	1%	A-23R
13	I-14-4636	2%	A-25R
14	I-14-4637	1%	A-27R

Item 4 project limits have been changed from Roselle Rd.(MP 65.5) to IL 53 (MP 68.1) to Elgin Toll Plaza (MP 53.8) to the Fox River (MP 55.7).

- Items 1 through 14, "Project Controls Engineer" has been changed to "Office Engineer".

CHANGE NO. 2: Frequently Asked Questions Page 9: Clarification of Mentor/Protégé' requirements to be submitted with the Statement of Interest.

Change to:

Q: We are considering entering into a Mentor/Protégé agreement. Is there a standard agreement available?

A. The Mentor-Protégé program has been updated effective June 2014. The Mentor/Protégé Guidelines, templates and sample document are available on the Tollway website. Also, effective June, 2014: If a firm opts to participate in the Program, Exhibit E, Mentor/Protégé Memorandum of Understanding, is now required with submittal of the SOI in place of the Mentor/Protégé Agreement. The Mentor/Protégé Agreement is now required after selection for a PSB item.

CHANGE NO. 3: Statements of Interest Pages 12R, 13R and 14R: Mentor/Protégé Program clarification of requirement for prequalification by IDOT for Protégé firms and Statement that firm is participating in the Mentor/Protégé Program per Exhibit E .

Page 12R, 13R, Change to:

Paragraph 1: **Any consultant, prime or sub must be prequalified by IDOT in the category of work they are performing**, unless a subconsultant is being mentored in the Mentor/Protégé Program.

B. Subconsultants must be prequalified in the area of work they will be performing unless the subconsultants is being mentored in the Mentor/Protégé Program for that area of work.

Add:

H. Statement that firm is participating in the Mentor/Protégé Program per Exhibit E.

Page 14R, Change to:

D. All subconsultants must be prequalified in the area of work they will be performing unless the subconsultants is being mentored in the Mentor/Protégé Program for that area of work.

Page 48R, Professional Services Bulletin (PSB) Submittal Check List, Change to:

If the SOI identifies a Mentor/Protégé partnership, include Exhibit E, Mentor/Protégé Memorandum of Understanding.

Change No. 4 Page 27R, Item 4, Contract I-14-4189 Cook to Kane and Description changed from Roselle Road (MP 65.5) to IL 53 (MP 68.1) TO Elgin Toll Plaza (M.P. 53.8) to Fox River (M.P. 55.7)

Page A-7R, Change from Roselle Road (MP 65.5) to IL 53 (MP 68.1) TO Elgin Toll Plaza (M.P. 53.8) to Fox River (M.P. 55.7), From Cook to Kane County

Page A-8R Change Category E to Category C

Change No. 5 Insert Page 36-1 through 45-1 Veteran Business Notice and Utilization Plan

Answers to Questions submitted to SOIPSB Mailbox

QUESTIONS: The Tollway has received the following questions to PSB 14-1 via email to the SOIPSB14-1 mail box. The Tollway offers the following responses:

Question 1: Can you please clarify the version of the Standard Consultant Certifications Disclosures to be submitted? The website link for 14-1 has form version 13.4 (dated 2-11-2013), however, the PSB Bulletin is requesting version 13.5:

Response: The website link has been updated. You are *Required to submit new Financial and Conflicts of Interest Disclosures with offer (Certification/Disclosure form revision date: v.13.5).*

Question 2: Please provide clarification of the "Projects Control Engineer" as listed in Items 1-14 because that position is not defined in the Bulletin or the current Construction Managers Manual.

- Define the responsibilities of position.
- Is it a full time or as-needed position?
- Are there any qualifications and if so, what are the qualifications?

Can it be performed by a subconsultant?

Response: The Project Controls Engineer is identified in items 1 through 14. This Addendum will change "Project Controls Engineer" to "Office Engineer" in item 1 through 14. The Office Engineer is as defined in the Tollway's CM Manual, section 5.1.2.2.4, which states that the "Office Engineer shall possess a current certificate indicating passage of IDOT's Specific Task Training for Documentation of Contract Quantities, and should have substantial administrative ability including computer and organizational skills and a working knowledge of applicable terminology. The Office Engineer shall preferably have considerable knowledge of the construction industry to handle the many facets of construction documentation and shall possess the qualifications required in the applicable Professional Services Bulletin." The position can be performed by a subconsultant. The position may share duties with the Documentation Technician position.

Question 3: Is "Exhibit E: Partnership – Mentor/Protégé Program" required to be submitted with the Statements of Interest on July 3rd?

Response: As listed on the PSB check list Page 48, Exhibit E is required to be submitted with the statement of interest.

Question 4: Regarding the Excel SOI Team Spreadsheet. Column I: **Percentage of work to be completed by Sub-Consultant. This column has been locked: "The cell or chart that you are trying to change is protected and therefore read-only" The percentages for work completed by subconsultants cannot be typed in?**

Response: The website link has been updated with new SOITEAM Spreadsheets

IMPORTANT NOTICE REGARDING NIGP CODES

****IMPORTANT NOTE TO ALL CONSULTANTS - PLEASE NOTE: The Illinois Procurement Bulletin (IPB) is converting to NIGP commodity codes effective July 1, 2014. To continue receiving email notifications of solicitations, addendums, and award notices, please make sure your entity updates its IPB user registration by selecting NIGP commodity codes. If there are addendums or award notices published to this solicitation on or after July 1, 2014, the agency will use the following NIGP commodity codes:

031 00 AIR CONDITIONING; HEATING; AND VENTILATING EQUIPMENT; - All
155 00 BUILDINGS AND STRUCTURES: - All
280 00 ELECTRICAL CABLES AND WIRES - All
285 00 ELECTRICAL EQUIPMENT AND SUPPLIES - All
330 00 FENCING - All
906 00 ARCHITECTURAL SERVICES; PROFESSIONAL - All
907 00 ARCHITECTURAL AND ENGINEERING SERVICES; NON-PROFESSIONAL - A...
909 00 BUILDING CONSTRUCTION SERVICES; - All
912 00 CONSTRUCTION SERVICES; GENERAL - All
913 00 CONSTRUCTION SERVICES; HEAVY - All
914 00 CONSTRUCTION SERVICES; - All
918 00 CONSULTING SERVICES - All
925 00 ENGINEERING SERVICES; PROFESSIONAL - All
926 00 ENVIRONMENTAL AND ECOLOGICAL SERVICES - All
929 00 EQUIPMENT MAINTENANCE AND REPAIR SERVICES FOR AGRICULTURAL; ...
940 00 EQUIPMENT MAINTENANCE; REPAIR; CONSTRUCTION; - All
958 00 MANAGEMENT SERVICES - All
961 18 Concrete Resurfacing Services (Swimming Pools; Driveways; Pa...
961 32 Environmental Impact Studies
968 00 PUBLIC WORKS AND RELATED SERVICES - All