PROFESSIONAL SERVICES BULLETIN

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NOTICE TO RECIPIENTS:
Please read carefully and follow all rules and instructions in this document. Also note, this issue contains CDB Standard Form 255 (revised 07/03). Use only this version of the form for submittal.

Posted to website 02/15/06

Board Meeting results can be found on CDB’s website.

Internet address: www.cdb.state.il.us
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• CDB 255 Form (revised 07/03)
The procurement of design services by the Capital Development Board (CDB) is governed by the Illinois Compiled Statutes, 30ILCS 535, Architectural, Engineering, and Land Surveying Qualifications Based Selection Act.

This Bulletin is the advertisement to procure design services whose official notification is made via CDB’s website, www.cdb.state.il.us.

Listed below are important guidelines, instructions and general information. Please read the following information carefully.

Unless otherwise specified, submittal(s) are to be sent to:

Qualifications Based Selection (QBS) Committee
Capital Development Board
3rd Floor, William G. Stratton Building
401 South Spring Street
Springfield, IL 62706

CDB is not responsible for submittal(s) sent to any individual within CDB or to another office.

SPECIAL NOTICE: This bulletin may contain projects that Governor Blagojevich has deemed to be particularly important to the local economy. Because of the impact these projects will have in creating jobs and making the region more attractive to businesses, CDB will rigorously enforce the project schedules. Please keep this in mind when submitting on economic development projects, which are designated in the bulletin descriptions.

SUBMITTAL REQUIREMENTS:

- In accordance with 44 Illinois Administrative Code 980.130:
  
  a) All A/E s submitting statements of qualifications for a project shall be prequalified with CDB prior to the date and time that the submittal(s) are due. Failure to be prequalified will result in rejection of the submittal(s).
  
  b) Consultants that will be performing architectural, engineering or land surveying professional services for the Prime A/E submitting the 255 form shall be prequalified with CDB prior to the date and time that the submittal(s) are due. Failure of the professional consultants to be prequalified shall result in rejection of the Prime A/E’s submittal(s).
PREQUALIFICATION:

- What type of firm needs to be prequalified with CDB?
  
  Any firm providing Architectural, Engineering, Asbestos Abatement design services or Land Surveying.

- To verify that all design firms (Prime and/or Consultants) are currently prequalified with CDB, please access CDB’s website, [http:www.cdb.state.il.us/forms/download/arch.pdf](http:www.cdb.state.il.us/forms/download/arch.pdf).

- To obtain prequalification forms you may access CDB’s website, [http:www.cdb.state.il.us/forms/download/aepreqap.pdf](http:www.cdb.state.il.us/forms/download/aepreqap.pdf) or contact Jim Dautel at 217-782-1383.

- CDB requires within its prequalification process that all firms obtain Illinois Department of Human Rights eligibility number.

- Please notify Jim Dautel within ten (10) days of any significant changes in the information provided in your firm's prequalification application form.

- If selected, CDB prequalification is required until the issuance of the contract. It is the responsibility of all firms to maintain a current CDB prequalification status.

- Corporations, LLPs and LLCs shall be in good standing with the Illinois Secretary of State, Corporation Division, to be granted prequalification and issued a contract.

- Firms must be properly licensed in the respective profession(s) with the Department of Professional Regulation and the Department of Public Health.

SUBMITTAL PROCEDURES:

- **One (1) original AND three (3) copies of the CDB 255 form are necessary per each project submittal.**

- By making a submittal, the firm attests that it has read the certifications and disclosures required by the Professional Services Agreement (PSA) and the A/E Manual.

- The CDB 255 form that appears in this issue must be used for projects contained within this issue.
• In order that all submittal(s) are similar, do not include pictures or other graphics. This form is not to be a marketing brochure. Provide only the information requested. It is not necessary to submit a copy of your CDB prequalification letter.

• Cover/transmittal letters on the CDB 255 form or accordion binders will not be accepted. The CDB 255 form is the only information accepted as the submittal.

• Use staples to bind the CDB 255 form.

• The name of the firm making the submittal must be the legal name associated with the taxpayer's identification number and as provided on that firm's prequalification application.

• The firm making the submittal must be the office location where the work is being performed.

• The original submittal must contain the signature of the firm's president, vice president, partner or sole owner or any other person authorized to execute business for the firm.

• Submittal(s) for more than one project may be mailed or packaged together. Separate envelopes are not required.

• The submittal shall include the names of persons who will perform the services, including their project assignment or duties, as well as a resume of their experience and expertise that qualifies them to perform the assignment. This includes the listed Consultant's designated staff.

• The A/E shall clearly indicate the anticipated percentage of the services that will be performed by each listed Consultant.

• The Prime A/E must use the Consultants and staff as submitted in their CDB 255 form. Consultants are considered first tier and shall hold a contract directly with the firm submitting the 255 form.

• Project team changes will not be allowed without prior written approval of the Capital Development Board Executive Director.

• Faxed submittal(s) will not be accepted.

• Submittal(s) received on the designated date at or prior to 11:00 a.m. (local time) deadline will be given consideration.
REJECTIONS WILL OCCUR FOR THE FOLLOWING REASONS:

- Submittals received after the designated due date and time as state on the Professional Services Bulletin.
- Failure of the Prime A/E firm to be prequalified will result in rejection of the submittal(s).
- Failure of the Consultants (providing regulated design services) to be prequalified will result in rejection of the Prime A/E's submittal(s).
- If a firm's or their Consultant's prequalification expires during the selection process, CDB reserves the right to remove the submittal from consideration, recommend another firm for final selection or cease negotiations of a contract and commence negotiations with another firm.
- Any incorrect, incomplete or misleading information given on the CDB 255 form may result in the rejection of a submittal. Please be sure to have the information completed in its entirety.
- Failure to sign the 255 submittal(s).
- Providing 255 submittal(s) on forms other than the 255 form contained within the respective Professional Services Bulletin (PSB).

SELECTION PROCESS:

- Selection of design firms by CDB is not based on competitive bidding but on the firm's professional qualifications. Consideration criteria may include, but not limited to: experience and expertise of professional personnel assigned to the project, relevant project experience, prior performance, willingness to meet time requirements, proximity to site, workload/recent selections, minority/female business enterprise participation.
- CDB strongly encourages MBE/FBE firms to apply for selection as the Prime A/E and to seek participation as a Consultant with Prime A/E firms.
- Subsequent to 255 submittal deadline, members of the A/E Selection Committee are not available to discuss project specifics. CDB procedures ensure that all members of the committee are provided with detailed information concerning prior performance, current projects and all submittal information by the A/E firms.
- For interview level projects, all parties, including ALL CONSULTANTS, shall be available to participate in the interview process.
Results of the Selection process are available on CDB’s website (www.cdb.state.il.us) after the Board Meeting date as designated on the respective Bulletin cover.

**FEE NEGOTIATION:**

- To ensure that the completion of the project is not delayed by extended or long negotiations before the start of the contract work, the CDB representative negotiating the contract will state the length of time the firm will be limited to in preparing its estimate of effort and cost. Should CDB be unable to successfully negotiate a contract with the recommended A/E, CDB will immediately proceed to negotiate with the second ranked firm.

- The determination of compensation for the performance of basic services is through negotiation of fees and services with CDB based on the following criteria:

  1.) The project type classification.
  2.) The scope of basic services required to complete the agreed upon project scope.
  3.) The degree of difficulty of the scope of basic services' tasks as applied to the particular project.
  4.) The proposed project construction budget. (Used primarily as a benchmark reference.)

- Projects shall be classified as either new construction (N) or remodeling (R). Each classification is broken down into three levels of complexity as described below:

  Group I  Generally, the most complex both in design and detail and shall involve complex programs, mechanical systems, code requirements, etc.
  
  Group II  Generally, normal or average complexity, may include a combination of more and less complex elements in the scope.
  
  Group III  Generally, these projects shall be of simple or repetitive construction without any great degree of special finish or design effort. May include projects where equipment purchases comprise a large portion of the construction budget.
The Grandstand is a 69,600 square foot, three story building constructed in 1928. The Swine Pavilion is a 100,570 square foot, three story building constructed in 1912. The Show Horse Barn is a 5,312 square foot, one story building constructed in 1989.

The scope of work provides for replacing the sprinkler systems in the Grandstand, Swine Barn and Show Horse Barn.

The selected firm will be notified of the time and place for the orientation meeting by the contract executive or the project manager. The meeting shall be attended by the firm’s project manager, consultants and a person authorized to make scheduling and financial commitments for the firm.

ALL SUBMITTING FIRMS SHOULD INCLUDE ON THEIR TEAMS STAFF AND/OR CONSULTANTS WITH THE NECESSARY EXPERTISE TO PERFORM THE SCOPE OF SERVICES.
The Quincy Veterans' Home is a 646,960 square foot, 56 building facility constructed in 1855.

The scope of work provides for replacing all fire alarm panels in 20 buildings, including associated wiring.

The selected firm will be notified of the time and place for the orientation meeting by the contract executive or the project manager. The meeting shall be attended by the firm’s project manager, consultants and a person authorized to make scheduling and financial commitments for the firm.

ALL SUBMITTING FIRMS SHOULD INCLUDE ON THEIR TEAMS STAFF AND/OR CONSULTANTS WITH THE NECESSARY EXPERTISE TO PERFORM THE SCOPE OF SERVICES.
The Manteno Veterans' Home is a 404,759 square foot, 22 building intermediate and skilled care nursing facility.

The scope of work provides for replacing the nurse call system and door alarm system in four resident buildings, including replacing door contacts, key over-ride switches and corridor lights.

The selected firm will be notified of the time and place for the orientation meeting by the contract executive or the project manager. The meeting shall be attended by the firm’s project manager, consultants and a person authorized to make scheduling and financial commitments for the firm.

ALL SUBMITTING FIRMS SHOULD INCLUDE ON THEIR TEAMS STAFF AND/OR CONSULTANTS WITH THE NECESSARY EXPERTISE TO PERFORM THE SCOPE OF SERVICES.
Jubilee College State Park is a 3,500 acre recreational area located northwest of Peoria acquired in 1933.

The scope of work provides for replacing the sanitary dump station and waste treatment system to meet IEPA and IDPH standards.

The selected firm will be notified of the time and place for the orientation meeting by the contract executive or the project manager. The meeting shall be attended by the firm’s project manager, consultants and a person authorized to make scheduling and financial commitments for the firm.

ALL SUBMITTING FIRMS SHOULD INCLUDE ON THEIR TEAMS STAFF AND/OR CONSULTANTS WITH THE NECESSARY EXPERTISE TO PERFORM THE SCOPE OF SERVICES.
CDB PROJECT NO. 102-312-047
Department of Natural Resources
I & M Canal and Bridge Repairs
Illinois-Michigan Canal State Park - Grundy County

CDB PROJECT MANAGER: John Nalis

APPROPRIATED AMOUNT: $175,000
ESTIMATED TOTAL PROJECT COST: $175,000

PROFESSIONAL LIABILITY INSURANCE REQUIRED: $100,000

PROJECT FEE CLASSIFICATION: Group II R

The Illinois & Michigan Canal State Trail is a 61 mile trail along the Illinois & Michigan Canal route from Lake Michigan at Chicago to the Illinois River at LaSalle/Peru.

The scope of work provides for repairs and safety modifications, including embankment stabilization; concrete repairs; guard, approach and hand railings; drain extensions and rip rap for pedestrian bridges along the I & M Canal.

The selected firm will be notified of the time and place for the orientation meeting by the contract executive or the project manager. The meeting shall be attended by the firm’s project manager, consultants and a person authorized to make scheduling and financial commitments for the firm.

ALL SUBMITTING FIRMS SHOULD INCLUDE ON THEIR TEAMS STAFF AND/OR CONSULTANTS WITH THE NECESSARY EXPERTISE TO PERFORM THE SCOPE OF SERVICES.
The Crenshaw House is a 6,613 square foot, four story building constructed in 1842. The scope of work provides for planning and beginning the renovation of the Crenshaw House, including a Historic Structures Report which will provide a description and prioritization of the restoration work to be done. The initial work will focus on making the building weather-tight. This may include roof replacement/repair, restoring windows, siding, flashings and weather seals. The scope of work also provides for the abatement of asbestos containing materials and lead.

The selected firm will be notified of the time and place for the orientation meeting by the contract executive or the project manager. The meeting shall be attended by the firm’s project manager, consultants and a person authorized to make scheduling and financial commitments for the firm.

ALL SUBMITTING FIRMS SHOULD INCLUDE ON THEIR TEAMS STAFF AND/OR CONSULTANTS WITH THE NECESSARY EXPERTISE TO PERFORM THE SCOPE OF SERVICES.
The Dixon Correctional Facility is a 107 building, medium security facility constructed in 1920.

The scope of work provides for planning and beginning the replacement of the fire alarms, intercom panels and sensors throughout the facility.

The selected firm will be notified of the time and place for the orientation meeting by the contract executive or the project manager. The meeting shall be attended by the firm’s project manager, consultants and a person authorized to make scheduling and financial commitments for the firm.

ALL SUBMITTING FIRMS SHOULD INCLUDE ON THEIR TEAMS STAFF AND/OR CONSULTANTS WITH THE NECESSARY EXPERTISE TO PERFORM THE SCOPE OF SERVICES.
The Sheridan Correctional Center is a 55 building drug rehabilitation and incarceration center constructed in 1973.

The scope of work provides for replacing the control system for the doors and locks in the C-25 housing unit.

The selected firm will be notified of the time and place for the orientation meeting by the contract executive or the project manager. The meeting shall be attended by the firm’s project manager, consultants and a person authorized to make scheduling and financial commitments for the firm.

**ALL SUBMITTING FIRMS SHOULD INCLUDE ON THEIR TEAMS STAFF AND/OR CONSULTANTS WITH THE NECESSARY EXPERTISE TO PERFORM THE SCOPE OF SERVICES.**
The Vienna Correctional Center is a 544,424 square foot, 63 building facility constructed in 1930.

The scope of work provides for replacing approximately 160,000 square feet of roofing systems on ten buildings. This project includes funding for the abatement of asbestos containing materials.

The selected firm will be notified of the time and place for the orientation meeting by the contract executive or the project manager. The meeting shall be attended by the firm’s project manager, consultants and a person authorized to make scheduling and financial commitments for the firm.

ALL SUBMITTING FIRMS SHOULD INCLUDE ON THEIR TEAMS STAFF AND/OR CONSULTANTS WITH THE NECESSARY EXPERTISE TO PERFORM THE SCOPE OF SERVICES.
The Suburban North Regional Office Building is a 443,865 square foot building constructed in 1969.

The scope of work provides for remodeling vacant or underutilized building space as required to make suitable for occupancy as office space. The work will include remodeling vacant interior space for occupancy, replacing HVAC systems and providing lighting outlets, telecom and fire alarm.

The selected firm will be notified of the time and place for the orientation meeting by the contract executive or the project manager. The meeting shall be attended by the firm’s project manager, consultants and a person authorized to make scheduling and financial commitments for the firm.

ALL SUBMITTING FIRMS SHOULD INCLUDE ON THEIR TEAMS STAFF AND/OR CONSULTANTS WITH THE NECESSARY EXPERTISE TO PERFORM THE SCOPE OF SERVICES.
CDB PROJECT NO. 291-000-013
Department of State Police
Plan & Begin Metro-East Forensic Laboratory
Statewide Program

CDB PROJECT MANAGER: Robert Bauer

APPROPRIATED AMOUNT: $2,500,000
ESTIMATED TOTAL PROJECT COST: $ To Be Determined
INTERVIEW LEVEL

PROFESSIONAL LIABILITY INSURANCE REQUIRED: $500,000

PROJECT FEE CLASSIFICATION: Group I N

The scope of work provides for planning and beginning the construction of an approximately 50,000 square feet Forensic Science Lab, including forensic lab space, offices and general use areas. The scope also provides for assisting with land acquisition and site improvements, including parking, site lighting and utilities. The Illinois State Police Forensic Lab will be located in the Metro-East area.

The selected firm will be notified of the time and place for the orientation meeting by the contract executive or the project manager. The meeting shall be attended by the firm’s project manager, consultants and a person authorized to make scheduling and financial commitments for the firm.

ALL SUBMITTING FIRMS SHOULD INCLUDE ON THEIR TEAMS STAFF AND/OR CONSULTANTS WITH THE NECESSARY EXPERTISE TO PERFORM THE SCOPE OF SERVICES.
CDB PROJECT NO. 291-080-013
Department of State Police
Upgrade Firing Range - Effingham
Effingham District 12 - Effingham County

CDB PROJECT MANAGER: Robert Bauer

APPROPRIATED AMOUNT: $1,995,000
ESTIMATED TOTAL PROJECT COST: $1,995,000

PROFESSIONAL LIABILITY INSURANCE REQUIRED: $500,000

PROJECT FEE CLASSIFICATION: Group III R

The Firing Range Building located at the Effingham District 12 Headquarters is a 280 square foot, one story building constructed in 1974.

The scope of the work provides for rehabilitating the firing range for safety improvements, including demolishing the existing range building and constructing a new range building, range tower and firing range containment structure. Asbestos abatement may be required. Lead removal is required.

The selected firm will be notified of the time and place for the orientation meeting by the contract executive or the project manager. The meeting shall be attended by the firm’s project manager, consultants and a person authorized to make scheduling and financial commitments for the firm.

ALL SUBMITTING FIRMS SHOULD INCLUDE ON THEIR TEAMS STAFF AND/OR CONSULTANTS WITH THE NECESSARY EXPERTISE TO PERFORM THE SCOPE OF SERVICES.
The Clyde L. Choate Mental Health & Developmental Center is a 794,643 square foot, 72 building facility constructed in 1872.

The scope of work provides for replacing the emergency generator, including demolishing the existing generator, replacing the concrete pad, 200 lineal feet of wiring and the transfer switch and providing a weather-proof enclosure.

The selected firm will be notified of the time and place for the orientation meeting by the contract executive or the project manager. The meeting shall be attended by the firm’s project manager, consultants and a person authorized to make scheduling and financial commitments for the firm.

ALL SUBMITTING FIRMS SHOULD INCLUDE ON THEIR TEAMS STAFF AND/OR CONSULTANTS WITH THE NECESSARY EXPERTISE TO PERFORM THE SCOPE OF SERVICES.
The Power Plant is a 35,978 square foot, four story building constructed in 1948.

The scope of work provides for upgrading the coal bunker and 30 foot conveyor system, including replacing the coal belt, idlers, frame, coal hopper and wheels and track, upgrading the ramp lighting and installing a heating system for the coal conveyor's ramp and pit area.

The selected firm will be notified of the time and place for the orientation meeting by the contract executive or the project manager. The meeting shall be attended by the firm’s project manager, consultants and a person authorized to make scheduling and financial commitments for the firm.

ALL SUBMITTING FIRMS SHOULD INCLUDE ON THEIR TEAMS STAFF AND/OR CONSULTANTS WITH THE NECESSARY EXPERTISE TO PERFORM THE SCOPE OF SERVICES.
The Shapiro Developmental Center is a 1,008,648 square foot, 73 building facility constructed in 1879.

The scope of work provides for replacing approximately 34,563 square feet of roofing on Residential Buildings 101, 102, 103, 007 and the Vocational Center.

The selected firm will be notified of the time and place for the orientation meeting by the contract executive or the project manager. The meeting shall be attended by the firm’s project manager, consultants and a person authorized to make scheduling and financial commitments for the firm.

ALL SUBMITTING FIRMS SHOULD INCLUDE ON THEIR TEAMS STAFF AND/OR CONSULTANTS WITH THE NECESSARY EXPERTISE TO PERFORM THE SCOPE OF SERVICES.
The Illinois School for the Deaf is a 535,496 square foot, 26 building facility constructed in 1845.

The scope of work provides for replacing the medium temperature water feeder valves, reestablishing the electrical service to all nine of the campus' underground pits, and installing new sump pumps and other electrical items in the pits.

The selected firm will be notified of the time and place for the orientation meeting by the contract executive or the project manager. The meeting shall be attended by the firm’s project manager, consultants and a person authorized to make scheduling and financial commitments for the firm.

ALL SUBMITTING FIRMS SHOULD INCLUDE ON THEIR TEAMS STAFF AND/OR CONSULTANTS WITH THE NECESSARY EXPERTISE TO PERFORM THE SCOPE OF SERVICES.
CDB PROJECT NO. 546-290-011
Department of Military Affairs
Construct Access Road, Parking Lot & Loading Ramp
Rock Falls Armory - Whiteside County

CDB PROJECT MANAGER: Tim Dietz

APPROPRIATED AMOUNT: $780,157
ESTIMATED TOTAL PROJECT COST: $780,157 (Federal Funds)

PROFESSIONAL LIABILITY INSURANCE REQUIRED: $250,000

PROJECT FEE CLASSIFICATION: Group III R

Rock Falls Armory is a 52,688 square foot, four building military facility constructed in 1950.

The scope of work provides for constructing approximately 9,650 square yards of military parking, a loading ramp and 250 square yards of access pavement to the loading ramp. The scope of work also provides for installing storm water retention, security lighting and security fencing with gate access.

The selected firm will be notified of the time and place for the orientation meeting by the contract executive or the project manager. The meeting shall be attended by the firm’s project manager, consultants and a person authorized to make scheduling and financial commitments for the firm.

ALL SUBMITTING FIRMS SHOULD INCLUDE ON THEIR TEAMS STAFF AND/OR CONSULTANTS WITH THE NECESSARY EXPERTISE TO PERFORM THE SCOPE OF SERVICES.
The Fairfield Team Section is a 16,361 square foot, five building facility constructed in 1960. The Vandalia Team Section is a 20,964 square foot, four building facility constructed in 1962.

The scope of work provides for constructing an approximately 3,000 square foot pole building at the Fairfield and Vandalia Team Sections, including electrical overhead doors and concrete floors.

The selected firm will be notified of the time and place for the orientation meeting by the contract executive or the project manager. The meeting shall be attended by the firm’s project manager, consultants and a person authorized to make scheduling and financial commitments for the firm.

ALL SUBMITTING FIRMS SHOULD INCLUDE ON THEIR TEAMS STAFF AND/OR CONSULTANTS WITH THE NECESSARY EXPERTISE TO PERFORM THE SCOPE OF SERVICES.
CDB PROJECT NO.  738-020-020
Office of the Attorney General
Upgrade Snow Melt System
Attorney General - Springfield

CDB PROJECT MANAGER:  Ed James

APPROPRIATED AMOUNT:  $134,000
ESTIMATED TOTAL PROJECT COST:  $134,000

PROFESSIONAL LIABILITY INSURANCE REQUIRED:  $100,000

PROJECT FEE CLASSIFICATION:  Group II N

The Attorney General Building is a 60,500 square foot, four story building constructed in 1968.

The scope of work provides for upgrading the snow melt system, including replacing the circuit piping, landings and stairs.

The selected firm will be notified of the time and place for the orientation meeting by the contract executive or the project manager. The meeting shall be attended by the firm’s project manager, consultants and a person authorized to make scheduling and financial commitments for the firm.

ALL SUBMITTING FIRMS SHOULD INCLUDE ON THEIR TEAMS STAFF AND/OR CONSULTANTS WITH THE NECESSARY EXPERTISE TO PERFORM THE SCOPE OF SERVICES.
CDB PROJECT NO. 738-020-021
Office of the Attorney General
Replacing Roof and Stone Joints
Attorney General - Springfield

CDB PROJECT MANAGER: Ed James

APPROPRIATED AMOUNT: $121,000
ESTIMATED TOTAL PROJECT COST: $121,000

PROFESSIONAL LIABILITY INSURANCE REQUIRED: $100,000

PROJECT FEE CLASSIFICATION: Group III R

The Attorney General Building is a 60,500 square foot, four story building constructed in 1968.

The scope of work provides for removing and replacing all existing stone and window joint sealant.

The selected firm will be notified of the time and place for the orientation meeting by the contract executive or the project manager. The meeting shall be attended by the firm’s project manager, consultants and a person authorized to make scheduling and financial commitments for the firm.

ALL SUBMITTING FIRMS SHOULD INCLUDE ON THEIR TEAMS STAFF AND/OR CONSULTANTS WITH THE NECESSARY EXPERTISE TO PERFORM THE SCOPE OF SERVICES.
The Science Laboratory Building is a 166,528 square foot, five story brick and concrete building constructed in 1966.

The scope of work provides for full commissioning of an approximately 146,000 square foot science laboratory facility and approximately 57,000 square feet of general classroom, faculty and support space, including commissioning the design phase, the construction phase and the building delivery. The scope of work also provides for reporting and documenting requirements for LEED certification.

The selected firm will be notified of the time and place for the orientation meeting by the contract executive or the project manager. The meeting shall be attended by the firm’s project manager, consultants and a person authorized to make scheduling and financial commitments for the firm.

ALL SUBMITTING FIRMS SHOULD INCLUDE ON THEIR TEAMS STAFF AND/OR CONSULTANTS WITH THE NECESSARY EXPERTISE TO PERFORM THE SCOPE OF SERVICES.
The project involves surveys and reinspections of 17 buildings at five sites, including Illinois Youth Centers at Warrenville, Joliet, St. Charles (Juvenile), Illinois Rehabilitation & Education Center – Chicago and Tinley Park Mental Health Center.

The scope of work provides for performing AHERA reinspections at 17 buildings containing 470,538 square feet following the CDB A/E Manual of Procedures for Asbestos Inspections and Management Plans dated April 1998.

The selected firm will be notified of the time and place for the orientation meeting by the contract executive or the project manager. The meeting shall be attended by the firm’s project manager, consultants and a person authorized to make scheduling and financial commitments for the firm.

ALL SUBMITTING FIRMS SHOULD INCLUDE ON THEIR TEAMS STAFF AND/OR CONSULTANTS WITH THE NECESSARY EXPERTISE TO PERFORM THE SCOPE OF SERVICES.
PROFESSIONAL SERVICES QUALIFICATIONS
CDB 255 Form

1. Firm name, address, phone & fax numbers:

1.a. Contact Person: ____________________________

2. CDB Bulletin Number: ____________ Project Number: _________________ Project Description:

3. Approximate distance to project location: ______ Miles (Enter n/a if location has not been determined.)

4. List percentage of work to be completed by:
Prime ______ Consultants ______ % of Consultants that are MBE/FBE firms ______

5. Team personnel, by discipline, to be designated for this project including all consultants. Indicate personnel licensed in Illinois. Submit a resume for each individual listed in item 9. (DO NOT include clerical and support staff.)

<table>
<thead>
<tr>
<th>Personnel Type</th>
<th># Assigned to this Project</th>
<th># Licensed in Illinois</th>
<th># Assigned to this Project</th>
<th># Licensed in Illinois</th>
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<tbody>
<tr>
<td>Architects</td>
<td>_____</td>
<td>_____</td>
<td>Mechanical Engineers</td>
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<td>Asbestos Project Designers</td>
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<td>Civil Engineers</td>
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<td>Surveyors</td>
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<td>Electrical Engineers</td>
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<td>Construction Observers</td>
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<td>Others</td>
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<td>Totals</td>
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6. Form must be signed by the Firm's President, Vice President, Partner or Sole Owner or any other person authorized to execute business for the firm.

Signature: ____________________________ Date: ____________________________

Typed:
7. CONSULTANTS: Please list the consultants that will be performing any portion of basic design services for this project. Consultants that will be performing professional services regulated by Dept. of Professional Regulation (DPR) or Dept. of Public Health (DPH) must be prequalified with CDB. Consultants that will provide basic design services but are not DPR or DPH regulated do not have to be prequalified with CDB. These may include cost consultants, food service consultants, etc. The firms listed below are considered first tier consultants and shall hold a contract directly with the firm submitting this 255 form.

<table>
<thead>
<tr>
<th>Firm Name &amp; Address</th>
<th>Percentage*</th>
<th>Detailed scope of services</th>
<th>MBE or FBE*</th>
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* Please ensure the total percentage listed equals that on Page 1, Item 4.
8. RELEVANT PROJECT EXPERIENCE: (within past 10 years, limit to 8 projects for the submitting firm and 4 for each consultant)

Firm Name:

<table>
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<tr>
<th>Project Description &amp; Location</th>
<th>Level of Responsibility and Detailed Description of Services</th>
<th>Owners Name &amp; Address (Consultants, identify the Prime A/E)</th>
<th>Completion Date MM/YY (actual or estimated)</th>
<th>Total Project Cost</th>
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9. **TEAM PERSONNEL:** Any contract awarded in response to this submittal is conditioned on the qualifications of the firm and the project team individuals as stated below. Therefore, the team listed below shall be assigned to this project if a contract is awarded to the submitting firm.

<table>
<thead>
<tr>
<th>Name</th>
<th>Project Assignment</th>
<th>Firm Associated with</th>
<th>Individual Professional License(s) or Certification(s)</th>
<th>Licensed or Certified In Illinois?</th>
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10. TEAM PERSONNEL RESUMES:

(a) Name and Title

(b) Project Assignment

(c) Complete Office Address for this Individual

(d) Years of Experience
   With this Firm
   With Other Firms

(e) Education: Institution/Field of Study/Degree/Year Obtained

(f) Active Licenses/Certifications
   Type/Year

(g) Specific Relevant Project Experience including Individual's Level of Responsibility