



PROFESSIONAL SERVICES BULLETIN

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Submittals
for projects appearing
in this *Professional
Services Bulletin* are
**due by
11:00 a.m.,
January 19, 2006**

The projects from this
bulletin will be
presented to the
March 14, 2006
Board Meeting

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 01/05/06

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

Internet address:
www.cdb.state.il.us

CDB 255 Form (revised 07/03)

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• **CDB 255 Form (revised 07/03)**

PROFESSIONAL SERVICES BULLETIN GENERAL INFORMATION

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/Es 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>.
- To obtain prequalification forms you may access CDB's website, <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.

CDB PROJECT NO. 102-271-006
Department of Natural Resources
Rehabilitate Dam & Spillway
Snakeden Hollow Fish & Wildlife Area - Knox County

CDB PROJECT MANAGER: Bill Mabie

APPROPRIATED AMOUNT: \$1,215,000
ESTIMATED TOTAL PROJECT COST: \$1,215,000

PROFESSIONAL LIABILITY INSURANCE REQUIRED: \$250,000

PROJECT FEE CLASSIFICATION: Group III R

Snakeden Hollow Fish & Wildlife Area is a 2,740 acre wildlife area near Victoria.

The scope of work provides for replacing the existing corrugated metal pipe primary spillway with a 60" concrete pipe (approximately 100' long), constructing concrete inlet and outlet structures and installing security/safety fencing around such structures, installing a dewatering device, repairing eroded areas on the backside of the main dam embankment and reseeding all disturbed areas. A dam permit will be required.

<p>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.</p>
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<p>ALL SUBMITTING FIRMS SHOULD INCLUDE ON THEIR TEAMS STAFF AND/OR CONSULTANTS WITH THE NECESSARY EXPERTISE TO PERFORM THE SCOPE OF SERVICES.</p>
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CDB PROJECT NO. 104-015-008
Historic Preservation Agency
Renovate Retaining Wall & Two Shelters
Blackhawk Historical Area - Rock Island

CDB PROJECT MANAGER: Tim Dietz

APPROPRIATED AMOUNT: \$528,000
ESTIMATED TOTAL PROJECT COST: \$528,000

PROFESSIONAL LIABILITY INSURANCE REQUIRED: \$250,000

PROJECT FEE CLASSIFICATION: Group III R

The Blackhawk Historical Area is a 40,944 square foot, 12 building complex.

The scope of work provides for repairing the serpentine retaining wall, including replacing approximately 100 lineal feet of sidewalks, rebuilding approximately 80 lineal feet of a stone wall and providing landscaping. The scope of work also provides for upgrading two picnic shelters, including removing windows, replacing the roof on the Sauk Indian Shelter and providing landscaping.

<p>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.</p>
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<p>ALL SUBMITTING FIRMS SHOULD INCLUDE ON THEIR TEAMS STAFF AND/OR CONSULTANTS WITH THE NECESSARY EXPERTISE TO PERFORM THE SCOPE OF SERVICES.</p>
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CDB PROJECT NO. 104-021-017
Historic Preservation Agency
Replace Entry Doors
Cahokia Mounds Historic Site - St. Clair County

CDB PROJECT MANAGER: Steve Sias

APPROPRIATED AMOUNT: \$588,000
ESTIMATED TOTAL PROJECT COST: \$588,000

PROFESSIONAL LIABILITY INSURANCE REQUIRED: \$250,000

PROJECT FEE CLASSIFICATION: Group III R

The Cahokia Mounds Museum is a 33,000 square foot, one story masonry building constructed in 1990.

The scope of work provides for demolishing the existing entry vestibule and constructing a new entry vestibule. The work also includes removing, reconfiguring and reinstalling large bronze art panels. The Historic Preservation Agency should be consulted during every phase of the project.

<p>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.</p>
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<p>ALL SUBMITTING FIRMS SHOULD INCLUDE ON THEIR TEAMS STAFF AND/OR CONSULTANTS WITH THE NECESSARY EXPERTISE TO PERFORM THE SCOPE OF SERVICES.</p>
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CDB PROJECT NO. 120-265-008
Department of Corrections
Upgrade Sewage Treatment Plant
Hardin County Work Camp

CDB PROJECT MANAGER: Erik Lockett

APPROPRIATED AMOUNT: \$350,000
ESTIMATED TOTAL PROJECT COST: \$350,000

PROFESSIONAL LIABILITY INSURANCE REQUIRED: \$100,000

PROJECT FEE CLASSIFICATION: Group III R

The Hardin County Work Camp is a 35,970 square foot, nine building facility constructed in 1959.

The scope of work provides for upgrading the sewer system to meet code.

<p>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.</p>
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<p>ALL SUBMITTING FIRMS SHOULD INCLUDE ON THEIR TEAMS STAFF AND/OR CONSULTANTS WITH THE NECESSARY EXPERTISE TO PERFORM THE SCOPE OF SERVICES.</p>
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CDB PROJECT NO. 250-030-013
Department of Central Management Services
Upgrade HVAC/Replace Roof
Kenneth Hall Regional Office Building - East St. Louis

CDB PROJECT MANAGER: Larry Pettis

APPROPRIATED AMOUNT: \$1,366,000
ESTIMATED TOTAL PROJECT COST: \$1,366,000

PROFESSIONAL LIABILITY INSURANCE REQUIRED: \$500,000

PROJECT FEE CLASSIFICATION: Group II R

The Kenneth Hall Regional Office Building (J0803) is a 46,000 square foot, three story building constructed in 1976.

The scope of work provides for upgrading the HVAC system, including replacing air handlers, air-cooled condensing units, refrigerant piping, ductwork and installing return air fans, temperature control system and associated wiring, disconnects, breakers and conduit. The scope of work also provides for replacing approximately 12,690 square feet of roofing, including installing coping caps and abating asbestos containing materials.

<p>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.</p>
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<p>ALL SUBMITTING FIRMS SHOULD INCLUDE ON THEIR TEAMS STAFF AND/OR CONSULTANTS WITH THE NECESSARY EXPERTISE TO PERFORM THE SCOPE OF SERVICES.</p>
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CDB PROJECT NO. 250-240-011
Department of Central Management Services
Replace Roof
Marion Regional Office Building - Williamson County

CDB PROJECT MANAGER: Erik Lockett

APPROPRIATED AMOUNT: \$615,000
ESTIMATED TOTAL PROJECT COST: \$615,000

PROFESSIONAL LIABILITY INSURANCE REQUIRED: \$250,000

PROJECT FEE CLASSIFICATION: Group III R

The Marion Regional Office Building (J0500) is a 42,280 square foot, one story building constructed in 1971.

The scope of work provides for removing approximately 42,608 square feet of roofing, including the metal flashings, coping caps, projection flashings and drains.

<p>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.</p>
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<p>ALL SUBMITTING FIRMS SHOULD INCLUDE ON THEIR TEAMS STAFF AND/OR CONSULTANTS WITH THE NECESSARY EXPERTISE TO PERFORM THE SCOPE OF SERVICES.</p>
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CDB PROJECT NO. 250-515-003
Department of Central Management Services
Renovate for Office Space
Medical Center (Edwards Center) - Chicago

CDB PROJECT MANAGER: Mohammad Haq

APPROPRIATED AMOUNT: \$3,149,000
ESTIMATED TOTAL PROJECT COST: \$3,149,000

PROFESSIONAL LIABILITY INSURANCE REQUIRED: \$750,000

PROJECT FEE CLASSIFICATION: Group II R

The Evelyn Edward Center (F0101) is a 34,421 square foot, three story building constructed in 1972.

The scope of work provides for complete remodeling of the second floor, remodeling the first floor as required to separate preschool from non-preschool activities, providing a new elevator, including hoistway and all supporting equipment, remodeling as required to make the building fully code compliant and accessible, removing and replacing existing windows and removing and replacing the roof. The work also includes removing and replacing the HVAC and plumbing systems and second floor lighting, receptacles, branch circuits, panelboards and new telecom outlets. This project contains funding for the abatement of asbestos containing materials. Lead paint removal may be required.

<p>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.</p>
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<p>ALL SUBMITTING FIRMS SHOULD INCLUDE ON THEIR TEAMS STAFF AND/OR CONSULTANTS WITH THE NECESSARY EXPERTISE TO PERFORM THE SCOPE OF SERVICES.</p>
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CDB PROJECT NO. 321-115-066
Department of Human Services
Renovate Residential Pavilions
Madden Mental Health Center - Hines

CDB PROJECT MANAGER: John Price

APPROPRIATED AMOUNT: \$525,000
ESTIMATED TOTAL PROJECT COST: \$525,000

PROFESSIONAL LIABILITY INSURANCE REQUIRED: \$250,000

PROJECT FEE CLASSIFICATION: Group II R

The John J. Madden Mental Health Center is a 304,039 square foot, 32 building facility constructed in 1965.

The scope of work provides for renovating four residential pavilions, including security screens in bedrooms, fencing, panic alarms, bathroom renovations and HVAC repairs.

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. 321-190-045
Department of Human Services
Replace Roofs
Kiley Developmental Center - Waukegan

CDB PROJECT MANAGER: Bruce Locke

APPROPRIATED AMOUNT: \$1,481,000
ESTIMATED TOTAL PROJECT COST: \$1,481,000

PROFESSIONAL LIABILITY INSURANCE REQUIRED: \$500,000

PROJECT FEE CLASSIFICATION: Group III R

The Ann M. Kiley Developmental Center is a 246,542 square foot, 55 building facility constructed in 1974.

The scope of work provides for replacing approximately 93,805 square feet of shingled-roofing system on 20 residential units, five unit administration buildings and the Community Services A1 Building, including replacing plywood decking, installing ventilation under roof deck and removing 29 skylights.

<p>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.</p>
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<p>ALL SUBMITTING FIRMS SHOULD INCLUDE ON THEIR TEAMS STAFF AND/OR CONSULTANTS WITH THE NECESSARY EXPERTISE TO PERFORM THE SCOPE OF SERVICES.</p>
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**CDB PROJECT NO. 699-030-017
Medical District Commission
Code Compliance & Site Re-Development
Illinois Medical District Commission - Chicago**

CDB PROJECT MANAGER: Abdulgaffar Shedbalkar

**APPROPRIATED AMOUNT: \$1,000,000
ESTIMATED TOTAL PROJECT COST: \$1,000,000**

PROFESSIONAL LIABILITY INSURANCE REQUIRED: \$250,000

PROJECT FEE CLASSIFICATION: Group III N

The Illinois Medical District Commission's south district development area has recently acquired property located south of Roosevelt Road from Ashland to Oakley.

The scope of work provides for complying with local codes for development sites including site lighting, fencing, stabilization, security and utility relocation.

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. 750-045-022
Office of the Secretary of State
Renovate Tunnels
Capitol Complex

CDB PROJECT MANAGER: Gary Kitchen

APPROPRIATED AMOUNT: \$3,902,000
ESTIMATED TOTAL PROJECT COST: \$3,902,000

PROFESSIONAL LIABILITY INSURANCE REQUIRED: \$1,000,000

PROJECT FEE CLASSIFICATION: Group III R

The Tunnel (M0140) is a 1,500 square foot tunnel constructed in 1950. The Tunnel (M0141) is a 4,000 square foot tunnel constructed in 1956. The tunnels are a combination of pedestrian and utility tunnels located between the Stratton Office Building and the Capitol Building.

The scope of work provides for rehabilitating and waterproofing of the entire tunnels, including repairing the pipe supports inside the utility tunnels. This project has funding for the abatement of asbestos containing materials.

<p>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.</p>
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<p>ALL SUBMITTING FIRMS SHOULD INCLUDE ON THEIR TEAMS STAFF AND/OR CONSULTANTS WITH THE NECESSARY EXPERTISE TO PERFORM THE SCOPE OF SERVICES.</p>
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CDB PROJECT NO. 750-115-001
Office of the Secretary of State
Repair the Water Infiltration Problems
Herndon Building, 421 East Capitol

CDB PROJECT MANAGER: Gary Kitchen

APPROPRIATED AMOUNT: \$897,000
ESTIMATED TOTAL PROJECT COST: \$897,000

PROFESSIONAL LIABILITY INSURANCE REQUIRED: \$250,000

PROJECT FEE CLASSIFICATION: Group III R

The Herndon Building (J0150) is a 48,984 square foot, four story building constructed in 1945.

The scope of work provides for removing and replacing the parking lot and pedestrian ramp, installing foundation drains, applying foundation waterproofing, removing and replacing windows, removing and re-installing exterior steel fire escapes, installing new brick veneer with concrete foundation, tuckpointing, installing new flashings, and minor interior remodeling. The work also includes minor ventilating and electrical work. This request includes funding for the abatement of asbestos containing materials.

<p>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.</p>
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<p>ALL SUBMITTING FIRMS SHOULD INCLUDE ON THEIR TEAMS STAFF AND/OR CONSULTANTS WITH THE NECESSARY EXPERTISE TO PERFORM THE SCOPE OF SERVICES.</p>
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**CDB PROJECT NO. 910-010-121
Asbestos Abatement Authority
Statewide Asbestos Surveys**

CDB PROJECT MANAGER: Chima Uwanamodo

**APPROPRIATED AMOUNT: \$148,000
ESTIMATED TOTAL PROJECT COST: \$148,000**

PROFESSIONAL LIABILITY INSURANCE REQUIRED: N/A

PROJECT FEE CLASSIFICATION: Group N/A

The University of Illinois - Chicago East Campus (Circle) is a 6,026,186 square foot, 48 building facility constructed in 1856. The Northern Illinois University - DeKalb is a 6,452,344 square foot, 95 building facility constructed in 1897.

This survey includes five buildings at the University of Illinois – Chicago East Campus and one building at the Northern Illinois University – DeKalb. The total area of all the buildings is 1,036,760 square feet. The scope of work provides for a survey of the buildings for the presence of asbestos containing materials and to provide reports as specified in the CDB’s A/E Manual of Procedures for Asbestos Inspections and Management Plans dated June 1998.

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

255 Form

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

ID No _____ CDB use only)

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.)

	# Assigned to this Project	# Licensed in Illinois		# Assigned to this Project	# Licensed in Illinois
Architects	_____	_____	Mechanical Engineers	_____	_____
Asbestos Project Designers	_____	_____	Structural Engineers	_____	_____
Civil Engineers	_____	_____	Surveyors	_____	_____
Electrical Engineers	_____	_____	Construction Observers	_____	_____
Others _____	_____	_____	Totals	_____	_____

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.

Firm Name & Address Worked with Prime	Percentage*	Detailed scope of services	MBE or FBE* (Certified by CMS or IDOT)	(Yes or No)
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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:

Project Description & Location	Level of Responsibility and Detailed Description of Services	Owners Name & Address Prime Contact - Phone & Fax No. (Consultants, identify the Prime A/E)	Completion Date MM/YY (actual or estimated)	Total Project Cost
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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.

Name	Project Assignment	Firm Associated with	Individual Professional License(s) or Certification(s)	Licensed or Certified In Illinois?
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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