

MEMORANDUM

DEPARTMENT OF TRANSPORTATION
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DATE: September 9, 2004 *THP*
TO: Tim Harris, Director of Staff Services
FROM: Gary Self, Contracts and Market Analysis Branch Manager *GRS*
SUBJECT: Consultant Utilization for Design and Construction Engineering
Policy Memo 23

This memo sets forth the new protocols for use of consultant services for design and construction, as discussed with ACEC and at the Chief Engineer's meeting.

- ❖ All Design Agreements that include the preparation of final plans, specifications, and estimates must include work scope for design support during construction. If needed, a task order will be written to provide for these services
- ❖ Construction Engineering services on a project must be secured from a consultant other than the consultant that was under contract with CDOT for final design services through either Non-Project Specific Construction Engineering contracts or a new Project Specific agreement
- ❖ Advertisements for project final design agreements (NPS or PS) must include a statement that indicates to the proposers (and their sub-consultants with more than a 20% share in the contract) that they will not be able to compete for construction engineering services on the same job that they will design
- ❖ Consultants who perform preliminary design and environmental review may continue with, or compete for, final design services.

concur

Craig Swanson
Chief Engineer

10/12/04
Date