DATE: April 28, 2014

SUBJECT: Consultant Management Section
Publication 93
Section 2.8, IO Generates Final Ranking
Section 2.9, CMS Publishes Final Ranking
Section 4.3 Construction Inspection Agreements

TO: DISTRICT EXECUTIVES

FROM: R. Scott Christie, P.E./s/
Deputy Secretary for Highway Administration

This Strike-Off Letter revises Publication 93, Policy and Procedures for the Administration of Consultant Agreements.

Strike Off Letter 482-14-05, issued January 10, 2014, is amended to further revise Section 4.3 in order to clarify several issues related to consultant inspection agreements, staff substitutes, and wage rate approvals. These changes have been coordinated with the American Council for Engineering Companies of Pennsylvania (ACEC/PA). Updated pages 4.4 through 4.21 are attached. Pages 4A1-through 4A-3, changed by Strike Off Letter 482-14-05, are also attached.

Additionally, Sections 2.8 and 2.9 have been revised to reflect changes related to consultant selection committees. Pages 2.17 through 2.21 are hereby deleted and replaced with the attached pages.

The new policy and procedures outlined herein are effective on the date of this letter and will be incorporated into the next revision of Publication 93.

Should you require any additional information, please contact J. Michael Long, P.E., Chief of the Contract Management Section, at (717) 787-7894.

Attachment
CC: R. Scott Christie, P.E., 8th Floor, CKB
    Bryan A. Kendro, Policy Director, 8th Floor, CKB
    Assistant District Executive – Construction, District ___-0
    Assistant District Executive – Design, District ___-0
    District Portfolio Managers, District ___-0
    Highway Administration Bureau Directors
    Project Delivery Division Chiefs
    Michael Kline, Office of Chief Counsel
    Municipal Services, 6th Floor, CKB
    Damien Cummings, Office of Comptroller
    Federal Highway Administration
    PA Turnpike Commission
    American Council of Engineering Companies / PA
    Patrice Grace, 8th Floor, CKB
    Wenda Sneeringer, 7th Floor, CKB
    J. Michael Long, P.E., 7th Floor, CKB
    File