June 4, 2013

MEMORANDUM

TO: Division Engineer

FROM: John R. Cooper
Transportation Director

RE: City and/or County Consultant Selection Requests

Effective July 1, 2013, authority is hereby granted to approve/disapprove the use and selection of consultants by Cities, Counties and/or MPOs and to review and approve man-day and fee proposals on my behalf in your capacity as Division Engineer.

Please note that the authority granted in this memorandum supersedes all previous letters and memorandums of the same topic.

A list of active on-call consultants will be kept up to date by the Design Bureau and will be posted on the Consultant Management intranet site. The site can be found at: http://cpmsweb2.dot.state.al.us/ConsultMgmt/ .

JRC/djw/cds
c: FHWA
  Mr. Ronald L. Baldwin, P.E.
  Mr. John E. Lorentson, P.E.
  Mr. Lamar S. Woodham, Jr., P.E., P.L.S.
  Mr. Don T. Arkle, P.E.
  Mr. Rex Bush, P.E., P.L.S.
  Mr. Ed Austin, P.E.
  Mr. Ed Phillips, P.E.
  Consultant Management/File
Effective July 1, 2013 the authority to approve the use and selection of consultants (design and CE&I) and the authority to negotiate and approve the man-
day/fee for City, County, and MPO agreements will rest with the seven Division Engineers (#1 to #7) and the Southwest Region Administrator. Attached is a
draft example of the letters that will be sent.

All correspondence should still be addressed to Mr. John Cooper, Transportation Director, but should be directed to the attention of the Division / Region
Engineer and sent directly to the Division / Region.

I'm drafting an email to all consultants that we have in our database, but need help with the Cities, Counties, and MPOs.

To that end, Mr. Phillips, will you notify the County Engineers? And Mr. Jilla, will you notify the MPOs and whatever Cities you can? Email notification is
sufficient.

I really appreciate the help with this!

David J. Welch, P.E.
Consultant Management Engineer
ALDOT - Design Bureau
334-242-6842