**Section 625.90 Consultant Selection Committee**

a) Chairperson

The Deputy Secretary of Transportation, or his/her designee, shall serve as member and chairperson of a seven-member Consultant Selection Committee ("Selection Committee" or "Committee").

b) Department Members

1) Three of the remaining six members of the Committee shall be from the Department. Specifically, they shall be:

A) the Director of the requesting Division or Office, or his/her designee;

B) the Regional Engineer (or his/her designee) or the Bureau Chief (or his/her designee) from the same Division or Office, as designated by the Director;

C) the Director of the Office of Planning and Programming, or his/her designee.

2) In the event that the Office requesting the services is the Office of Planning and Programming, the Committee shall meet and operate as normal except that, for purposes of the affected services the Director of Planning and Programming shall have only one vote and the Committee shall have only six members and six votes.

c) Public Members

The other three members of the Committee shall be from the public and shall have professional experience in transportation or engineering. One shall be appointed by the Secretary of Transportation and the other two by the Illinois Society of Professional Engineers (ISPE). Each public member shall be appointed for a term of two years. If a public member does not complete the term, another member shall be appointed by the Secretary or the ISPE (in accordance with the original appointment) to serve the remainder of the uncompleted term. Public members may not be employed by, associated with or have an ownership interest in any firm holding or seeking to hold a contract with the Department while serving as a public member of the Committee.

d) It is the goal of the Department that the membership of the Committee reflect the ethnic and cultural diversity of the population of Illinois. In furtherance of this goal, the Department has a goal that two or more members of the Committee be females or minorities. Additionally, the Department has a goal that the Committee's membership reflect the geographic diversity of the population of Illinois.

e) Committee Secretary

The Chief of the Consultant Services Unit shall serve as Secretary of the Committee but shall not have the power to vote.

f) Meetings; Quorum

The Selection Committee shall meet when called by its Chairperson. In order to conduct business the Selection Committee must have a quorum. A quorum shall consist of at least four members, at least one of whom must be a public member.

g) Participation of Other Governmental Bodies

Where another governmental body or bodies is or are contributing to the funding of a particular contract, the Department may, in its discretion, take either of the following two actions:

1) Permit the governmental body or bodies to provide one or more representatives who will serve as a member or members of the Selection Committee with a total of one vote (or a fractional vote, as may be prescribed by the Department). In some instances, this option may result in a total Selection Committee membership of more than seven and a total number of votes in excess of seven, with respect to the affected services.

2) Select a number of consultants (normally 3) in the normal manner, except the selection shall be in no order of preference; the Department may then permit the governmental body or bodies to select one consultant from that group selected by the Selection Committee.

(Source: Amended at 33 Ill. Reg. 15878, effective October 30, 2009)