



Connecticut DOT

Number: CD-2017-4

Office of Construction

Date: February 24, 2017

CONSTRUCTION DIRECTIVE

Construction Administrator

Construction Engineering and Inspection Pamphlet for Consultant Engineers, February 2017 Edition

The *Construction Engineering and Inspection Pamphlet for Consultant Engineers* has been updated. The revised ([February 2017](#)) version shall be used for future projects. The previous ([August 2008](#)) version remains valid for existing agreements and those for which the assignment meeting has already been held. However, use of the “CE&I Proposed Staffing Application” form (reference updated pamphlet, p. 19) should begin immediately for existing projects, as this has been identified as a best practice.

The following are key changes incorporated in the updated pamphlet:

Classifications: Adds and eliminates classifications:

New Classifications

- Assistant Resident Engineer
- Assistant Office Engineer
- Chief Inspector 2
- Chief Inspector 1
- Intern
- Admin Assistant/Clerk/Secretary
- Specialty Inspectors

Eliminated Classifications

- Resident Engineer 3
- Chief Inspector

Project Lead: The District will specify a project lead (Chief 1, Chief 2, RE 1 or RE2) based upon the size and complexity of the Project as part of the solicitation process. The table below is a guideline.

| CLASSIFICATION | PROJECT COMPLEXITY | CONSTRUCTION COST |
|---------------------|--------------------|-------------------|
| Resident Engineer 2 | High | > \$50MM |
| Resident Engineer 1 | Moderate | \$15MM TO \$60MM |
| Chief Inspector 2 | Average | \$10MM TO \$20MM |
| Chief Inspector 1 | Low | <\$10MM |

CE&I Proposed Staffing Application Form: The *Consultant* shall submit a “CE&I Proposed Staffing Application” for every employee, which summarizes an applicant’s experience, credentials and qualifications, in addition to supplying a resume and other documentation.

Qualifications: Information on “Minimum Credentials” for various classifications has been added as follows:

- Certified Construction Manager (CCM) for RE1 and below classifications,
- Engineer-in-Training (EIT) registration for Chief Inspector 2 and below classifications,
- Planning and Scheduling (PSP) certification for Scheduler classification,
- Qualified Compliance Inspector of Stormwater certification or Certified Erosion, Sediment and Stormwater Inspector for projects with a Stormwater Discharge Permit.

Equipment: Unless supplied by the Contractor, or as an allowable direct cost, all equipment for surveying, materials testing and environmental monitoring shall be provided by the Consultant.