



## TRANSPORTATION CABINET

Frankfort, Kentucky 40622  
[www.transportation.ky.gov/](http://www.transportation.ky.gov/)

**Steven L. Beshear**  
Governor

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Secretary

### MEMORANDUM

TO: All Prequalified Consultants

FROM: Michael L. Hill, PE *MLH*  
Professional Service Branch Manger  
Division of Program Performance

DATE: February 21, 2008

SUBJECT: Prequalification Procedures

This is to notify you of the revisions to CONSULTING ENGINEER AND ENGINEERING-RELATED SERVICES PREQUALIFICATION APPLICATION TC 40-1 form. Along with the form revisions are amended procedures for updating prequalification which now allow for one (1) hardcopy original of the application and electronic media copies to be substituted for the additional review copies.

Also, the current criteria for prequalification areas has been summarized in a new document. Please note that some areas of prequalification within the Cabinet may have been discontinued.

These new documents can be found on the Division of Program Performance web page at [www.transportation.ky.gov/progperform](http://www.transportation.ky.gov/progperform). With this notice, Consultant firms may begin submitting prequalification requests and updates with this new format and procedure.

MLH/mjr

c: Ray Polly  
Gilbert Newman  
Division Directors

