



INDIANA DEPARTMENT OF TRANSPORTATION  
*Driving Indiana's Economic Growth*

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**Mitchell E. Daniels, Jr.,  
Governor**  
**Michael W. Reed, Commissioner**

Prequalification Section, Room N855  
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**MEMORANDUM** Date: May 12, 2009 To: All

Consultants Re: Consultant Prequalification Submissions – REVISED

Memorandum

Beginning October 1, 2007, the web-based Consultant prequalification package submitted through the Professional Services Contracting System (PSCS) became the only prequalification application accepted by INDOT's Contract Administration, Prequalification Section. This information was directed to consultants in a memorandum dated September 5, 2007. The information in that memo is still valid and is listed below, along with an added link to the INDOT Web Portal (IWP) User Guide.

A Consultant wishing to submit a prequalification package needs to log on to the system at the following address:

<http://itap.indot.in.gov>

Currently prequalified Consultants may use their existing account or will need to apply for a new account. Consultants not currently prequalified will need to Enroll as a New Business. Consultants will be assigned a PIN in the process to be used whenever a signature is required.

Instructions for completing the web-based prequalification package are available at:

<http://pscapp.indot.in.gov/prequal/Instructions%20Prequalification%20.doc>

If you experience any problems with the application please contact the Helpdesk at:

[HELPDESK-DOTApplications@indot.in.gov](mailto:HELPDESK-DOTApplications@indot.in.gov)