
Bid Title:	Village of Deer Park – Deer Park Boulevard STP Resurfacing Project Request for Qualifications (RFQ)
Category:	Phase III Construction Engineering Services
Status:	Open
Bid Recipient:	Beth McAndrews
Advertisement Date:	November 2, 2022

Description:

**Village of Deer Park – Deer Park Boulevard STP Resurfacing Project
REQUEST FOR QUALIFICATIONS (RFQ) – PHASE III ENGINEERING**

The Village of Deer Park (hereinafter Village) is seeking Phase III Engineering Services for the Deer Park Boulevard STP Resurfacing Project. This phase of the project is funded through the Illinois Surface Transportation Program (STP); therefore, all work must be done in accordance with Federal Guidelines.

The Consulting Engineer shall perform and carry out, in a professional and satisfactory manner, the necessary services required to complete the requirements included in the project. The Village shall provide a qualified Liaison Engineer to assist the Consultant in Village interpretations. The services to be provided related to this Request for Qualifications (RFQ) are described in the Minimum Scope of Services section of this RFQ. All work must adhere to Village and Illinois Department of Transportation (IDOT) standards as required.

The Consulting Engineer shall have successfully completed a minimum of three projects of the same type and size to the Deer Park Boulevard STP Resurfacing Project. The proposed Project Manager shall have a minimum of five years of experience in managing Phase III Engineering on IDOT Bureau of Local Roads and Streets (BLRS) projects. A list of these projects and the IDOT BLRS and local agency contacts for the project should be provided.

This project of work consists of the following improvements:

The work consists of 2" Milling and Resurfacing with 1.5" of Hot-Mix Asphalt Surface Course and 0.75" Polymerized Hot-Mix Asphalt Binder Course, PCC sidewalk removal and replacement and installation of Detectable Warnings (ADA accessibility), Class D Patches Type I-IV 8 Inch, Catch Basins Types A, curb and gutter removal and replacement, thermoplastic pavement markings, structure adjustments, structure reconstructions, and all necessary restoration on Deer Park Boulevard from Lake Cook Road to Rand Road.

The schedule on this project is critical and a team with the experience and relationship with IDOT staff to complete the construction in a timely manner is key. The project is scheduled for a March 10, 2023 letting.

Minimum Scope of Services

PHASE III ENGINEERING SCOPE OF SERVICES

The scope of services sought by the Village shall include the provision of all required labor, materials, equipment, expertise and consultation of Phase III Engineering Services related to the successful execution of federal STP projects. The scope of work shall include but not be limited to:

- a) Construction administration, inspection and QA/QC as required per IDOT Standard Specifications.
- b) Prepare IDOT documents as required by IDOT Standard Audit Requirements.
- c) Review and approve material cut sheets.
- d) Monitor the contractor's work including verification of construction layout.
- e) Measure quantities and prepare pay estimates for IDOT approval.
- f) Enforce IDOT traffic control requirements during construction.
- g) Coordinate with utility companies as necessary.
- h) Engage with the public including preparation of construction notices and newsletters throughout the project.
- i) Provide as-built plans and job box to include all correspondence and documentation.
- j) Prepare Phase III reimbursement requests for IDOT on behalf of the Village for federal engineering costs.

Proposal Deliverables

- Submittals shall include: The names and resumes of the proposed key personnel assigned to the project
- A list of a minimum of three IDOT Bureau of Local Roads and Streets projects on which the proposed project manager has successfully managed similar Phase III Engineering projects.
- Include a minimum of three references from other agencies for which the proposed project manager has successfully managed similar projects.
- A list of sub-consultants, if any, who will be used on this project.
- A detailed statement of project understanding describing the scope of the project and items that may require special attention or detail.
- **No fees shall be submitted at this time.**

Review and scoring of the submittals will be based on the following:

- Technical Approach – 30%
- Similar Project Experience – 20%
- Project Team/Staff Capabilities – 20%
- Overall Completeness of Submittal – 15%
- Work Load – 15%

Availability and Clarification of Documents

This RFQ and any addendums will be posted on the Village's website at:

<https://www.villageofdeerpark.com/354/Public-Notices-and-Ad-for-Bid>. This item will be on continuous display on the Village's website for at least 14 days prior to the acceptance of statement of qualifications.

Any questions related to this RFQ should be submitted in writing to Beth McAndrews, Village Administrator (bmcandrews@vodp.net)

Questions received by the Village, including the Village's responses will be consolidated and posted to the Village website. The deadline for submitting questions is 10:00 am on November 11, 2022.

Engineers will provide written acknowledgment of each addendum issued with their statement of qualifications submission. Oral explanations will not be binding.

No clarifications, interpretations or addenda shall be issued after 10:00 am on November 14, 2022. It is the sole responsibility of the Engineer to check the Village website to determine if an addendum has been posted.

Proposal Due Date

The Village is requesting three paper copies and one electronic copy in PDF format on a flash drive. The Proposal shall be submitted no later November 16, 2022, at 10:00 AM. Based upon review of the Proposals, a fee proposal will be requested from selected consultant. The Proposal should be directed to the attention of Beth McAndrews, Village Administrator.

Proposal Evaluation

Proposals will be evaluated on the following criteria:

- Experiences and capability of the proposed project team.
- Proposed project understanding and approach, and scope of services to be provided.

RFQ Timetable

The Village expects to award the Phase III Engineering Work within 30 days of the submittal deadline.

Reference Documents

The following documents are included by reference and are available on the Village's website at <https://www.villageofdeerpark.com/354/Public-Notices-and-Ad-for-Bid>.

- a) PDR

If you have any questions regarding this project, please contact Beth McAndrews, Village Administrator at 847.726.1648 or bmcandrews@vodp.net.

Publication Date/Time:

November 2, 2022 10:00 AM

Closing Date/Time:

November 16, 2022 10:00 AM