

PUBLIC NOTICE
REQUEST FOR QUALIFICATIONS
Phase I & II Preliminary Engineering Services
Old Collinsville Road at Ashland Avenue Intersection Improvement Project
RFQ Issued: October 18, 2019
Proposals Due: November 12, 2019

St. Clair County Dept. of Roads & Bridges (SCCDRB) is issuing a Request for Qualifications (RFQ) to IDOT prequalified engineering firms for preliminary engineering services for the Old Collinsville Road/Ashland Avenue Intersection Improvement Project. Interested firms should submit three (3) copies of the RFQ in a sealed envelope labeled “**OCR/Ashland Intersection Improvement Project Preliminary Engineering Services**”. RFQ’s must be received at the office of the County Engineer, 1415 North Belt West, Belleville, IL, 62226 no later than **Tuesday, November 12, 2019 at 4:30 p.m. (CST)**. RFQ’s received after this time will not be accepted.

I. GENERAL INFORMATION, TERMS AND CONDITIONS

A. SELECTION PROCESS

A.01 General Purpose: Procurement of Preliminary Engineering Services to prepare the plans, specifications and estimate of cost in accordance with IDOT and MUTCD policies and procedures.

A.02 Responses to the Request: The firm shall submit a response to the RFQ which will be evaluated and ranked by employees of the SCCDRB.

A.03 Submission Requirements: Three (3) copies of the RFQ submittal are being requested.

B. TERMS AND CONDITIONS

B.01 Reserved Rights: The SCCDRB reserves the right to cancel this consultant procurement at any time or for any reason. The SCCDRB also reserves the right to reject any or all proposals. The SCCDRB may seek clarification of a submittal at any time and will respond promptly if there is cause for rejection.

B.02 Selection Criteria: RFQ’s will be evaluated by a selection committee composed of employees of the SCCDRB. The selection committee will follow the guidelines established in the SCCDRB Quality Based Services Policies and Procedures.

B.03 Selection Criteria: The following criteria will be used to evaluate and rank the Project RFQ’s. Each criterion will be assigned a maximum point value, shown in parenthesis. These values, which total 100 points, will be used to rank the consultants submittals.

B.03.1 Firm Experience: (max. 20 points) Describe firms’ background, history and structure. Include details of work associated with roadway design as well as any pertinent information pertaining to past suspensions and/or debarments.

B.03.2 Specialized Experience: (max. 30 points) Briefly, but precisely, explain how the consultant is uniquely qualified to provide the requested services. Include references to similar projects that the consultant has undertaken and successfully completed.

B.03.3 Staff Capabilities (Prime/Sub): (max. 20 points) Describe the personnel that will be charged with the tasks of completing the project in a timely and efficient manner. List experience on similar past projects, education, professional registrations and other pertinent qualifications.

B.03.4 Work Load Capacity: (max. 20 points) Detail ability to adhere to efficient timeline for completion of project based on current workload demands.

B.03.5 In-State or Local Preference: (max. 10 points) Proximity of the consultant and assigned personnel with regards to the SCCDRB.

B.04 Confidentiality: All submissions will be considered confidential; and may not be discussed or shared.

C. SUBMITTAL CONTENT

C.01 Consultant: Include contact information, project experience, history and structure.

C.02 Terms and Conditions: List any Terms and Conditions that may apply to this contract but are not included in the scope of services.

C.03 References: List a minimum of three (3) references of past clients that you have performed similar type of work for.

C.04 Personnel: Provide resumes of personnel that will be engaged in the work associated with this contract. Include details of work on similar projects, extent of knowledge of IDOT and FHWA policies, educational background and status of registrations held.

C.05 Conflict of Interest: **Consultant must complete and submit IDOT BDE DISC2 template.**

II. PRELIMINARY ENGINEERING SERVICES FOR PREPARATION OF PS&E'S FOR OCR/Ashland Ave INTERSECTION IMPROVEMENT PROJECT.

A. PROJECT DESCRIPTION

The SCCDRB hopes to improve the L.O.S. and reduce current congestion at the intersection of Old Collinsville Road and Ashland Avenue by constructing a southbound right turn lane along the north approach to the intersection. The existing intersection is currently signalized. Pedestrian accommodations will be studied and upgraded to current ADA standards if needed. St. Clair County will coordinate with the St. Clair County Transit District to determine the need to construct a 10 foot shared use path in conjunction with this project.

A.01 Additional project information is available on the County website: <http://www.co.st-clair.il.us/Pages/default.aspx>

A.02 This project is being funded in part by a Federal grant under the Congestion Mitigation and Air Quality Improvement Program. A July 2022 letting date is anticipated.

B. SCOPE OF SERVICES

The consultant is required to complete Phase I and Phase II engineering in accordance with IDOT and FHWA policies and procedures. This work will include the preparation of any necessary environmental reports, attendance at coordination meetings, project development report preparation, utility coordination, attendance at public meetings, IDS preparation, construction plan, specification and estimate of cost preparation, land acquisition documentation preparation and other pertinent activities associated with Phase I & II Preliminary Engineering Services.