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Christopher J. Clark, Mayor
CITY OF HARVEY

**REQUEST FOR QUALIFICATIONS ("RFQ") BID
FOR PROFESSIONAL ENGINEERING SERVICES**

Robey Trail Project **Phase I Engineering**

FIVE (5) HARD COPIES OF THE RESPONSE TO BE SUBMITTED

**RFQ#: 2024-10-01
October 7, 2024**

All responses shall be delivered to:
City of Harvey
Ms. Corean Davis, City Administrator
15320 Broadway Ave
Harvey, IL 60426

RESPONSES MUST BE RECEIVED NO LATER THAN 10:00 A.M. CST, ON OCTOBER 21, 2024

REQUEST FOR QUALIFICATIONS PHASE I ENGINEERING DESIGN OF ROBEY TRAIL

The City of Harvey requests Statements of Qualification (SOQ) to provide professional engineering/planning services from consultants for the completion of a Phase I Engineering of the Robey Trail. Qualifications submissions will be accepted until **10:00 am, October 21, 2024**. SOQ's received after that date and time will not be considered. SOQ's will be reviewed by the City of Harvey evaluation team.

All SOQ's hard copies shall be submitted in a sealed envelope and identified on the outside as:

**CITY OF HARVEY, IL
ROBEY TRAIL
PHASE I ENGINEERING**

SOQ's shall be delivered to the City of Harvey, ATTN: Ms. Corean Davis, City Administrator at 15320 Broadway Avenue, Harvey, IL 60426. All SOQ's will be scored and ranked with the highest rated firm being awarded a contract.

Purpose

The purpose of this Request for Qualifications is to seek SOQ's from qualified engineering consultants to complete Phase I Engineering for the design and community engagement for a 1.5-mile long trail from 147th Street and Sibley Boulevard to 158th Street for the City of Harvey, Cook County, IL.

Project Overview

The Robey Trail Project includes the Phase I Engineering Design of a proposed multi-use trail from 147th Street and Sibley Boulevard to 158th Street in the City of Harvey. The purpose of the trail is to provide greater access throughout the community for pedestrians and bicyclists. This project includes necessary due diligence, alignment recommendations, and related design elements to provide Phase I Engineering Design. This project is funded through the Transportation Alternatives Program. The proposed corridor extends from 147th Street and Sibley Boulevard to 158th Street. This will connect to other existing segments of the trail, where possible (see attached exhibit). It is anticipated that the trail will be located within an existing utility right-of-way, though some right-of-way acquisition may be necessary, depending on the final alignment.

Scope of Work

The selected consultant(s) will complete the production of necessary design and community engagement elements to complete Phase I Design Engineering, including coordination with the Illinois Department of Transportation. Project due diligence is anticipated to include land surveying, geotechnical investigation, right-of-way coordination, stormwater management, pavement management, and trail alignment. In addition, the City wishes to engage the community in the design process, so the consultant(s) will be required to conduct community engagement. This project is grant

funded and the consultant will be expected to assist with grant management and administration.

Proposed tasks include:

- Project Due Diligence;
- Geotechnical Engineering;
- Land Surveying;
- Right-of-Way Coordination;
- Trail Alignment and Geometry;
- Detailed Grading;
- Plan & Profiles;
- Pavement Design;
- Project Management;
- Community Engagement;
- IDOT Compliance Support; and
- Grant Management & Administration

Insurance Requirements

The selected consultant shall provide at its own cost the following forms of insurance through the completion of the contract period:

- Commercial General Liability (CGL) coverage with limits of liability not less than \$1,000,000 per occurrence and not less than \$2,000,000 annual aggregate.
- Commercial Liability Umbrella coverage with limits of liability not less than \$2,000,000.
- Comprehensive Automobile Liability coverage with limits not less than \$1,000,000 per incident.
- Workers' Compensation and Employers' Liability.

The City of Harvey shall be named as an additional insured on the policies required above. The selected consultant shall furnish certificates of insurance to the City and corresponding policy endorsement setting forth the required coverage herein prior to entering any project areas or commencing any work. Such policies shall contain an endorsement requiring the carrier to give at least ten days prior notice of cancellation to the City. All insurance required by this contract shall be primary and non-contributing to any insurance maintained by the City. This policy may not include any exclusion for IL Labor Laws, injury to employees or to subconsultants. Any subconsultants shall have an unmodified Commercial General Liability policy without limitation with respect to Employers Liability and injury to independent contractors. The consultant agrees to cause each subconsultant to furnish the City with copies of certificates of insurance and the corresponding policy endorsements setting forth the required coverage herein prior to any such consultant entering any project area or commencing any work.

Non-Collusion Certification

By submission of this response, each bidder and each person signing on behalf of any bidder certifies under penalty of perjury, that to the best of their knowledge and belief:

1. No attempt has been made or will be made by the bidder to induce any other person, partnership or corporation to submit or not to submit a bid for the purpose of restricting competition.

Statement of Qualifications Requirements

Qualifications should be submitted in hard copy format. Qualifications are to be limited to 12 single sided pages on standard 8 ½" x 11" letter size paper using 12-point font, excluding title sheet, resumes and project examples. Complete Qualifications shall include the following:

- **Cover Page:** A project cover page will outline the following elements.
 - **Project team**
 - **Project lead, with contact information**
 - **Brief overview of previous similar experience**
 - **Effort to meet Disadvantaged Business Enterprise requirements**
- **Consultant Team Overview:** Describe the project team members' firm, background, and project organization structure.
- **Relevant Work Experience:** Describe your team's experience relative to Phase I Engineering Design for similar trail projects and experience related to grant management and administration. Include at least three examples.
- **Project Approach:** Outline the consultant(s)' project approach, including details about the following:
 - **Schedule**
 - **Community Engagement Strategy**
 - **Design Approach**
 - **Any other project elements that may make your team's approach unique**
- **References:** Please provide three professional references.
- **Fee Schedule:** Please provide standard fee schedule.
- **Insurance:** Confirm your team meets necessary insurance requirements.
- **Certification Statement (Optional):** In the interest of supporting local goals, additional consideration will be given for bids, which include a certification statement of any M/WBE proposed project participants.

Evaluation Criteria

The Evaluation Committee will review the submittals in accordance with the following criteria:

- Accurate and full understanding of the project scale, type, unique elements, and general approach to achieve the project goals. – (30%)
- Demonstrated success of proposed approach/methodology in past or current similar projects, including sub-consultants. – (30%)
- Availability and strength of committed personnel. – (20%)
- Organizational staffing plan to accomplish the goals and objectives of the project. – (15%)
- Commitment to meet the M/WBE goals. – (5%)

The Evaluation Team may choose to conduct interviews, oral presentations and/or seek clarification from selected Respondents. The City of Harvey will then contact the consulting firm the Evaluation Team finds most qualified for the project to negotiate the scope of services and contract fee. Should the first selected firm be unable to reach an agreement regarding the terms of a contract, the City of Harvey may enter into negotiations with another consultant/engineering firm of the top three (3) selected, and so on until an agreement is reached with a qualified firm. This will be a qualifications-based selection.

The City reserves the right to terminate this procurement at any stage if it is determined to be in the best interest of the City. In no event will the City be liable to Respondents for any cost or damages

incurred by Respondents or other interested parties in connection with the procurement process, including but not limited to any and all costs of preparing responses to the RFQ and participation in any conferences, oral presentation or negotiations.

All responses submitted to the City are subject to the Freedom of Information Act. Respondent agrees not to pursue any cause of action against the City about disclosure of information.

Compliance with Laws

The selected firm agrees to be bound by all applicable Federal, State and Local laws, regulations and directives as they pertain to the performance of the contract.

No City of Harvey elected official, officer, or employee who participates in the procurement, management, or administration of engineering services contracts or subcontracts has, directly or indirectly, any financial or other interest in connection with the proposed engineering contracts or subcontracts.




No person or entity performing services for the City of Harvey has, directly or indirectly, any financial or other interest in any real property to be acquired for the project.

Questions

Questions concerning this request for qualifications should be addressed to Ms. Corean Davis, City Administrator at (708) 210-5300 ext. 365; cdavis@cityofharveyil.gov. Statements of Qualifications should be delivered to the City of Harvey, ATTN: Ms. Corean Davis, City Administrator at 15320 Broadway Ave, Harvey, IL 60426 by the specified date and time. A public opening announcing the firms that made a submission will take place on October 21, 2024, at 10:01 am at City Hall.

Robey Avenue Trail

The Robey Avenue Trail is a 1.5-mile north-south bike/ped path extending from 147th St/Sibley Blvd to 158th Pl. The alignment utilizes an existing utility right-of-way and would provide safe, non-motorized access to three Pace Bus lines, the Markham Amazon facility, the future Southland Logistics Center (SLC), and future regional trail routes as outlined in the Regional Greenways and Trails Plan. This trail would also connect to planned bike lanes on 150th Street, 154th Street, and 155th Street.

-  Project Location (Robey Ave Trail)
-  Proposed Bikeways
-  Priority Development Areas

Source: Northeastern Illinois Regional Greenways and Trails Plan (2016); Harvey Complete Streets Strategy (2021)

