

PUBLIC NOTICE
REQUEST FOR QUALIFICATIONS and PROPOSAL
Engineering Services
Shared Use Path Corridor Study
RFQ Issued: June 4, 2020
Proposals Due: July 8, 2020

St. Clair County Transit District (SCCTD) is issuing a Request for Qualifications (RFQ) to IDOT prequalified engineering firms for engineering services to complete two (2) corridor studies for West Boulevard in the City of Belleville and Frank Scott Parkway running through various communities within St Clair County. Interested firms should submit four (4) copies of the RFQ and Proposal in a sealed envelope labeled “**SCCTD Shared Use Path Corridor Studies Engineering Services**”. RFQ’s and Proposals must be received at the office of the St Clair County Transit District Office, 27 North Illinois Ave, Belleville, IL, 62220 no later than **Tuesday, July 8, 2020 at 10:30 a.m. (CST)**. RFQ’s and Proposals received after this time will not be accepted.

I. GENERAL INFORMATION, TERMS AND CONDITIONS

A. SELECTION PROCESS

A.01 General Purpose: Procurement of 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 and PROPOSAL which will be evaluated and ranked by a selection committee comprised and decided by the SCCTD leadership.

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

B. TERMS AND CONDITIONS

B.01 Reserved Rights: The SCCTD reserves the right to cancel this consultant procurement at any time or for any reason. The SCCTD also reserves the right to reject any or all proposals. The SCCTD 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 and Proposals will be evaluated by a selection committee comprised and decided by the SCCTD leadership.

B.03 Selection Criteria: The following criteria will be used to evaluate and rank the Project RFQ’s and proposals. 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 SCCTD.

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. ENGINEERING SERVICES FOR COMPLETING A SHARED USE PATH COORIDOR STUDY FOR AREAS ALONG WEST BOULEVARD AND ALONG FRANK SCOTT PARKWAY IN ST CLAIR COUNTY.

A. PROJECT DESCRIPTION

The SCCTD will study to verify the feasibility to provide a 10-foot shared use path along the corridors for the following locations:

1. West Boulevard area located in the City of Belleville between the following locations:
 - a. Old Collinsville Rd, from Lebanon Ave to West Blvd
 - b. West Boulevard, from Old Collinsville Rd to Carlyle Ave
 - c. Carlyle Ave, from West Blvd to McClintock Ave
 - d. McClintock Ave, from Carlyle Ave to MetroBikeLink

2. Frank Scott Parkway area running through various communities in the area:
 - a. Green Mount Road to Old Collinsville Rd
 - b. Old Collinsville Rd to IL 159
 - c. IL 159 to Sullivan Dr/Union Hill Rd
 - d. Sullivan Dr/Union Hill Rd to Memorial Hospital Station

The studies shall include a complete report outlining the following:

1. Capability of providing a 10 foot off road shared use path
2. Necessary drainage requirements, both major and minor
3. Potential bridge and retaining wall locations
4. Intersections, signals and IDOT requirements
5. Connections to existing trail systems adjacent to and or near the proposed study areas
6. Grant opportunities and funding sources
7. Right of Away requirements and challenges both the purchase of and major grading areas
8. Estimated project cost broke down between each segment outlined above
9. Project Phasing outline

A.01 No Additional project information is available

A.02 The proposed studies are not being funded by any outside grants, but SCCTD will evaluate following the completion of the studies.

B. SCOPE OF SERVICES

The consultant is required to complete an Engineering Study to construct a shared use path along the corridors outlined above in accordance with IDOT and FHWA policies and procedures. This work will include a complete report providing all information necessary to assist SCCTD in deciding the feasibility of a shared use path to be constructed, attendance at coordination meetings, utility coordination, if necessary attendance at public meetings, and estimate of cost preparation, land acquisition requirements and other pertinent activities associated with completing this study.