

City of Keithsburg

SOLICITATION FOR  
STATEMENT OF QUALIFICATIONS

For design and construction engineering within the City of Keithsburg.  
for the following:

- Construction of a new 100,000 gallon water tower with well house improvements;
- Construction of a storm water collection with two storm water pumping stations; and
- Construction of floodgates at 3<sup>rd</sup> and 4<sup>th</sup> Streets.

May 16/17, 2017

CITY OF KEITHSBURG  
NOTICE TO ENGINEERING FIRMS  
WETLAND MITIGATION DEVELOPMENT PROJECT

The City of Keithsburg is soliciting engineering firms for design and construction engineering services for the construction of: a new 100,000 gallon water tower with well house improvements with estimated construction costs of \$881,500; and the construction of storm water collection with installation of two storm water pump stations with estimated construction costs of \$1,134,000; and the construction of floodgates at 3<sup>rd</sup> and 4<sup>th</sup> Streets with estimated construction costs of \$340,800. The projects are being funded with Community Development Block Grant Illinois "IKE" Disaster Recovery Program dollars.

You are being provided a copy of the "Solicitation for Statements of Qualifications" on behalf of the City of Keithsburg from the Project Administrator, Bi-State Regional Commission, 1504 Third Avenue, Rock Island, Illinois, 61201, e-mail [gmccullough@bistateonline.org](mailto:gmccullough@bistateonline.org) AND [dbulat@bistateonline.org](mailto:dbulat@bistateonline.org) .

## PROCEDURES & GENERAL REQUIREMENTS

### **Submittal Procedure:**

Statement of Qualifications is to be submitted to:

Ms. Denise Bulat, Project Administrator  
Bi-State Regional Commission  
1504 Third Avenue  
Rock Island, Illinois 61201

Qualifications are due by 3:00 p.m. on Tuesday, June 6, 2017 – Four Hard Copies, One Electronic on CD.

### **Contract:**

This is a time specified project and if the selected engineering firm cannot meet set timeframes for the project, then the city has the right to negotiate with a subsequent firm.

### **Statement of Qualifications:**

The Statement of Qualifications shall address the following items:

1. The name and address of the branch office(s) where the work would be performed by the consultant team.
2. The name and address of the branch offices or subsidiary firms.
3. A brief history of the consultant team.
4. Qualifications for the primary licensed staff to be assigned to the work.
5. Narrative description that addresses the abbreviated scope and evaluation criteria for recent comparable projects for each of the components of this project – water tower and well house; storm water collection and storm water pump stations; and flood gates which have been designed/construction engineered by the consultant team along with references supporting this information.

### **Questions:**

Interested firms should contact Denise Bulat AND Gena McCullough at Bi-State Regional Commission by email at [dbulat@bistateonline.org](mailto:dbulat@bistateonline.org) AND [gmccullough@bistateonline.org](mailto:gmccullough@bistateonline.org) with written questions. The deadline for questions is May 30, 2017. Questions with responses will be posted on the front page of the Bi-State Regional Commission website at [www.bistateonline.org](http://www.bistateonline.org).

## PROJECT SPECIFICATIONS

### **Available Information/ Abbreviated Scope of Services:**

The City of Keithsburg received Community Development Block Grant (CDBG) Illinois “IKE” Disaster Recovery Program (IDRP). The city is requesting qualifications for design and construction engineering for the construction of a new 100,000 gallon water tower with well house improvements with estimated construction costs of \$881,500; and the construction of storm water collection and two storm water pump stations with estimated construction costs of \$1,134,000; and the construction of floodgates at 3<sup>rd</sup> and 4<sup>th</sup> Streets with estimated construction costs of \$340,800.

A project map is attached to this RFQ. Note the wetland mitigation project indicated on the map is being procured in a separate RFQ.

The selected consultant team will:

Acquire all federal, state and local permits. Note the storm water and flood gate projects will require early coordination with the U.S. Army Corp of Engineers (COE). In addition the flood gates will require coordination with the Illinois Department of Transportation and/or the Mercer County Highway Department.

Design and oversee construction of an elevated a water tower with storage capability of an additional 100,000 gallons beyond the existing 50,000 gallons of storage in the City. In addition, well house modifications associated with the new water storage tower are required. The location of the proposed water storage tower are shown project map with the new water tower to be located south of the existing water tower between Adams and Short Streets (shown in red). The location of the well house improvements is at the intersection of 6<sup>th</sup> and Jefferson Streets (shown in yellow).

Design and oversee construction of two new storm water pump stations to remove seepage and flood waters from within the flood protected areas. The pump stations will remove storm water runoff when the water surface elevation of the Mississippi River and Pope Creek do not allow for free discharge of runoff to these bodies of water. Ditches will be utilized as points to allow the inflow of storm water and to connect the discharge from an upstream storm sewer to a downstream storm sewer. Design and oversee construction of a storm water collection and conveyance system which is shown on the project map in red and the pump stations are shown in orange. The storm sewer is estimated to be 36 inches in diameter and 4,450 lineal feet.

Design and oversee construction/installation of flood gates at the southern terminus of 3rd Street and 4th Street north of Jackson Street where the elevation of the roadways for 3rd and 4th Streets are lower than the adjacent levee. The location of the flood gates are shown on the project map in blue which are projected to be 24 feet wide.

The proposed project schedule is:

<b><u>Project Element</u></b>	<b><u>Completion Date</u></b>
Prepare engineering contract	June 2017
Prepare and submit any necessary permits	July – September 2017
Complete design	September 29, 2017
Bid Document Preparation/Letting	October no later than December 15, 2017
Complete Construction	October 15, 2018

### **Existing Data**

A copy of all relevant existing information and records within or available to the offices of the sponsor will be furnished at no cost to the consultant team. There have been some preliminary engineering documents prepared which will be made available to the selected consultant team. It is the consultant's responsibility to determine the information needed from that which is available and to collect any additional data which

may be required. All additional data or information needs shall be the responsibility of the consultant for determination and collection. The The city does not guarantee the accuracy of available existing data and leaves to the consultant the responsibility for verification and applicability of the existing data.

### **Department of Commerce and Economic Opportunity//HUD**

In as much as federal Community Development Block Grant Illinois “IKE” Disaster Recovery Program dollars which are being administered by the Illinois Department of Commerce and Economic Opportunity are funding this project, the firm selected will be required to meet all requirements and federal assurances of HUD and the State of Illinois including those related to contracting, subcontracting, labor rates, equal opportunity, NEPA, environmental statutes, etc. All plan for the mitigation wetland must be approved by the U.S. Army Corps of Engineers (COE) prior to project letting. In the event the COE finds deficiencies with the selected firm’s employment on this project, the city reserves the right to negotiate an agreement with another.

### **Fees and Compensation**

Cost will not be considered in the selection process. Therefore, costs should not be submitted as part of this proposal. Costs for the preparation of the Request for Qualifications shall be borne by those submitting proposals. Quotation of fees and compensation is an activity that will occur after the consultant team is selected and will be a part of the consultant contract. Should interviews be necessary, they must include the major work task performers and project team leader.

### **Consultant Evaluation Schedule**

Solicitation for Qualifications:	May 16/17, 2017
Qualifications Due:	June 6, 2017
Selection Meeting(s):	Week of June 12, 2017
Conduct Interviews if Needed:	Week of June 12, 2017
Select Consultant/Negotiate Contract:	Week of June 19, 2017
Enter into Contract:	July 10, 2017

### **Selection Procedure:**

The City of Keithsburg will solicit engineering firms to submit project specific proposals. The City will review all submitted *Statements of Qualifications* and make the final decision of procurement of design and construction engineering. The Bi-State Regional Commission will not be an evaluator. If the City wishes, Bi-State will facilitate the City meetings for the process and summarize the City’s evaluation scores.

## Consultant Evaluation Criteria

All proposals will be evaluated and scored by a selection committee. Proposals will be ranked based on the qualifying categories and criteria outlined below with a maximum cumulative score of 100 points.

	Qualifying Categories	Possible Points
1.	Qualifications of Consultant Team: Training and qualifications of project manager and key personnel; Experience in design and construction engineering of similar water tower, storm water and flood gate projects; Experience with Community Development Block Grants	20
2.	Analysis of Project: Information requested in the RFQ was completely addressed in the proposal; Demonstrated an understanding of services required and exhibited a well devised plan of how project work will be accomplished	20
3.	Project Approach: Quality of project components; Thoroughness in addressing alternative solutions to technical/environmental challenges and design obstacles; problem-solving ability; innovative ideas for making the project go quickly, smoothly, on time, and on budget	20
4.	Availability of the Consultant Team: Capacity to integrate project into current workload; Ability to meet deadline requirements and adhere to the negotiated project schedule; Availability to keep city, state, permit agencies and appropriate representatives informed on the progress of the project, attend meetings on short notice and resolve issues in a timely manner	20
5.	References on Similar Projects: Experience with water tower, storm water and flood gate projects as they relate to: Ability to communicate and cooperate with city, funders, COE and other permit agencies; Ability to maintain budgets and deadlines; Demonstrate end product met owner's requests and requirements; Overall quality of work.	20