

**Village of Rosemont**  
Request for Qualifications  
Des Plaines River Trail Segment 2 Reconstruction  
Section Number 17-00034-00-BT  
Phase III Engineering Services – Construction Observation

The Village of Rosemont (hereinafter Village) is seeking Phase III Engineering Services for the Des Plaines River Trail Segment 2 Reconstruction Project. This construction phase of the project is funded through the Illinois Transportation Enhancement Program (ITEP) Program; therefore, all work must be done in accordance with Federal and State 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 Des Plaines River Trail Segment 2 Reconstruction Project. The proposed Project Manager shall have a minimum of five years of experience in Phase III Engineering on IDOT Bureau of Local Roads and Streets (BLRS) projects. A list of these projects and the IDOT BLRS contact and local agency contact for the project should be provided.

The proposed project consists of rehabilitating approximately 1.22 miles of a pedestrian path. The project limits are from Devon Avenue to Bryn Mawr Avenue in the Forest Preserve District of Cook County. The proposed project includes construction of a new aggregate path, new P.C.C. path, traffic signal modernization, ADA improvements, signage, fencing and landscape improvements.

The project is currently scheduled for a June 2022 letting.

**Minimum Scope of Services**

- The selected Consultant must be familiar with the submittal requirements of IDOT BLRS.
- Familiar with IDOT Documentation
- The Consultant shall include any necessary review of submittals.
- QA Material Testing

**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, technical approach and items that may require special attention or detail.
- **No fees shall be submitted at this time.**

The VILLAGE will require consultants to submit a disclosure statement with their procedures. The VILLAGE will require the use of the IDOT BDE DISC 2 Template as their conflict of interest form.

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%

Proposal Due Date

**The Village is requesting three paper copies and one electronic copy in PDF format on a flash drive of the Proposal be submitted no later than Friday February 4, 2022 at 10:00 AM.** Based upon review of the Proposals, a fee proposal will be request from the selected consultant. The Proposal should be directed to the attention of:

Village of Rosemont  
Mayor Bradley A. Stephens  
9501 W. Devon Avenue  
Rosemont, IL 60018

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

If you have any questions regarding this project, please contact Lisa DiMatteo, Director of Public Utilities at 847-698-3744 [dimatteol@villageofrosemont.org](mailto:dimatteol@villageofrosemont.org).