



Chicago Avenue Corridor Improvement Project

RFQ # 20-35

ADDENDUM No. 1

June 26, 2020

Any and all changes to the Request For Qualification (RFQ) Document are valid only if they are included by written addendum to all potential respondents, which will be mailed, emailed and/or faxed prior to the proposal due date to all who are known to have received a complete RFQ document. Each respondent must acknowledge receipt of any addenda by indicating it in their qualification submittal. Each respondent, by acknowledging receipt of any addenda, is responsible for the contents of the addenda and any changes to the RFQ therein. Failure to acknowledge receipt of any addenda may cause the proposal to be rejected. If any language or figures contained in this addendum are in conflict with the original document, this addendum shall prevail.

This addendum consists of the following:

1. Addendum Number One (1) is attached and consists of a total of Four (4) pages including this cover sheet.

Please feel free to call (847-866-2910) or email (lithomas@cityofevanston.org) with any questions or comments.

Sincerely,

Linda Thomas
Purchasing Specialist

Addendum Number One (1)

June 26, 2020

This addendum forms a part of Invitation to RFQ #20-35 and modifies these documents. This addendum consists of the following:

Questions:

1. Please confirm that a fee is not required with this proposal.

This is an RFQ and a cost proposal is not required as part of the RFQ submittal. The City will negotiate the cost with the most qualified firm after the selection process.

2. Section 4.0-C asks for Area/Regional Managers. Why are these managers required as opposed to a single Project Manager, Project Engineer, and Key Staff for the engineering work?

The City wants the focus and attention of the consulting firm for quality and timely successful completion of the project. The Area/ Regional Managers should lead the project to make sure the decisions are made by consultant staff with local knowledge and that proper resources are allocated to the project. This is the City expectation and will be considered in evaluating the RFQ.

3. Why are only the Grove and Lake Intersections identified for recommended improvements and not the other signalized intersections within the project limits?

A field visit by the consultant staff will help to understand the reason for not including all the intersections. The traffic signals along Chicago Avenue, within the project limits, were upgraded in 2006-2007 and we expect the need at these two intersections for an upgrade.

4. How much involvement is anticipated with the transit stations along the corridor?

The transit stations are under the jurisdiction of CTA & Union Pacific/ Metra. The coordination with transit agencies depends on the proposed improvements that will be finalized during the Phase I Study.

5. How much involvement is anticipated with the rail bridge over and under pass at the south end of the study corridor?

The RR Bridge at the south end of the project is under the jurisdiction of CTA and the consultants should evaluate the bridge involvement

6. Why are some items in the table of contents shown in bold, like Section 6.0, Exhibits F through H, and Exhibit K?

Some Exhibits are in bold in the Table of Contents to draw attention to the importance of these Exhibits. They must be filled out and returned with the consultant's response.

7. Is Exhibit I required to be filled out and submitted with the proposal?

Exhibit I does not need to be filled out as this is not a construction project at this time. Accordingly all Exhibits need to be filled out and returned with your response.

8. The Scope of Services did not mention any bridge improvements within the project limits. There is a RR bridge at the south end of the project limits, as well as a number of rail bridges parallel and west of Chicago Avenue within the project limits – will this scope be included?

The RR Bridge at the south end of the project and the bridges parallel to Chicago Avenue are under the jurisdiction of CTA & Union Pacific. The scope of this project is to improve Chicago Avenue Corridor only.

9. Will ZOOM, WebEx, etc. be used as a meeting interface tool during the project?

The City prefers Google Meet.

10. For Item B. Qualifications and Experience of Firm, will Phase II and Phase III staffing and project sheets be required, or only for Phase I?

Please include Qualifications & Expertise of the Firm for all three phases.

11. For item D. Fees, will a Fee schedule be required with the response?

This is an RFQ and cost proposal is not required as part of the RFQ submittal. The City will negotiate the cost with the most qualified firm after the selection process.

12. For a JV, will a JV Agreement be required, and will Exhibits A thru K be required to be filled in for each firm in the JV?

A Professional Services Agreement has been provided with the RFQ. All Exhibits should be filled out and returned by the responding consultant only.

13. Demandstar requires a total bid amount; however, the RFQ does not require a fee (page 7) or pricing sheets. Does the bid amount in Demandstar need to be entered?

A total amount on Demandstar cannot be provided as this is an RFQ and no fee or cost is required as part of the consultant's response.

14. Is the bid amount expected to include all phases (i.e., Phase I, II, and III) project development? Or is this bid amount for Phase I Engineering at this time?

This is an RFQ and cost proposal is not required as part of the RFQ submittal. The City will negotiate the cost with the most qualified firm after the selection process.

15. The Capital Improvement Fund is the source of funding for Phase I per the RFQ. Are you able to provide a \$ cap on the budget amount used to fund this project?

The Engineering services fee will be negotiated after selecting a consultant.

16. The City of Evanston is applying for funding opportunities through various sources for the Phase II and III scopes (i.e., Regional STP, CMAQ & ITEP). Will the consultant be expected to provide fund application preparation services?

Yes.

17. We are an MWBE firm and we are planning to have over 25% of the work completed by our firm as prime, CKL Engineers. We are also planning to team with other MWBE firms. Do we need to submit any MWBE documents for these subcontractors?

Exhibit G will need to be filled out and returned for each subcontractor.

18. Is the Categorical Exclusion document completed and final as approved by IDOT? If so, where can we obtain a copy of it as a reference for this RFQ?

The Categorical Exclusion document is part of the Phase I Report and should be developed by the consultant selected for this project.

Note: Acknowledgment of this Addendum is required in the Proposal.