



Request for Qualifications

For

Design Engineering, Land Acquisition Services, and

Construction Inspection Engineering Services for

Orchard Road Booster Station and

Water Main

ADDENDUM #1

JANUARY 15, 2016

Acknowledge Receipt of Addendum #1 _____

Signature

Company

January 15, 2016

Addendum #1

Request for Qualifications

For

Design Engineering, Land Acquisition Services, and

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Orchard Road Booster Station and

Water Main

Addendum #1 is hereby created to address changes to the request for qualifications issued on January 7, 2016.

1. Page 13; delete “Time” section in its entirety to remove references to qualifying subdivision acceptance procedures. Replace with the following:

Time

The contract shall remain in effect for a period of not less than ninety (90) days after the latest qualifying event:

- Termination of the contract by the Village;
- In cases where the STATE is reimbursing the LPA, obligations of the STATE shall cease immediately without penalty or further payment being required if, in any fiscal year, the Illinois General Assembly or applicable Federal Funding source fails to appropriate or otherwise make available funds for the work contemplated herein.
- Issuance of Certificate of Final Acceptance to the construction contractor.

The ENGINEER agrees to begin work when requested by the VILLAGE and to complete all work stated in the scope of services according to the agreed upon schedule.

2. Page 14; delete second paragraph of “Submittal Format” in its entirety to remove references to a short list. Replace with the following:

The Submittal must include the required tables listed within the instructions. Each Submittal must include an executed original copy of the Statement of Qualifications Form. Copies of the Statement of Qualifications Form should be included in each copy of the RFQ.

3. Page 15; clarification of the provisions in the “Short-List Determination and Selection Schedule”. The Village may create a short-list of firms for the purposes of conducting interviews prior to final selection. The Village’s intent is to procure engineering services for this specific contract. Failure on the part of a firm to submit for this project does not jeopardize future opportunities. Delete the paragraph in its entirety and replace with the following:

Depending on the number of qualified firms making submittals, each short-list will consist of a minimum of two firms.

4. Page 19; delete bullet point 3 under “Minimum Requirements for Statement of Qualifications” to remove references to a Project Proposal Form. Replace with the following:

3. Qualifications of the ENGINEER’S staff to perform the services included in the category. Identified shall be reasonably available to work on VILLAGE projects. Identify office location of out-of-town staff members. Accessibility and availability of staff is a consideration in assessing a firm’s qualifications.

5. Page 19; delete last paragraph under “Minimum Requirements for Statement of Qualifications” to remove references to a short list. Replace with the following:

The Statement of Qualifications should document the abilities of the ENGINEER’s staff to perform successfully the VILLAGE’s required

services. If an ENGINEER does not have all of the expertise required to perform all of the included work, identify the services that would be performed by a sub-consultant. If an ENGINEER regularly uses the same sub-consultant, the ENGINEER should include the sub-consultant's qualifications in this submittal. If, after the project has commenced, the need for a sub-consultant is identified, their qualifications will need to be submitted for approval prior to their performance of any services associated with a VILLAGE contract. The VILLAGE reserves the right to approve or reject the use of particular sub-consultants.

6. Page 21; delete Paragraph D under "Evaluation Criteria and Weighting" to remove references to a Project Proposal Form. Replace with the following:

D) Proposal: Project Team

Criteria: Personnel should be identified by role in organization (i.e. Project Manager, Project Engineer, Resident Engineer, Field Engineer, Surveyor, Technician, etc). Has the proposed PM worked on municipal projects? Is the PM qualified to manage the construction phase of a project and have adequate professional background? Has the RE demonstrated ability in working with contractors, residents and businesses? What municipal projects has the RE worked on? Does the survey crew have extensive construction staking experience? What municipal projects has the survey crew worked on? Are resumes of proposed staff included? Is the entire project team familiar with the ENGINEER's and the VILLAGE's requirements and procedures?

End of Addendum