

RESOLUTION NO. R-17-11

**A RESOLUTION SEEKING TO APPROVE THE LIST OF PREFERRED ENGINEERS
FOR THE PERIOD BETWEEN MAY 1, 2017 AND APRIL 30, 2020**

WHEREAS, the City of Wood Dale (hereinafter the "City") is a body politic and corporate, organized and existing pursuant to the Illinois Municipal Code, 65 ILCS 5/1-1-1 *et seq.*; and

WHEREAS, the City is authorized and empowered under the Illinois Municipal Code, and its Ordinances adopted pursuant thereto, to enter into agreements and to contract for goods and services; and

WHEREAS, the Mayor and the City Council of the City seek to ensure that the City is run effectively and efficiently; and

WHEREAS, the Mayor and the City Council of the City, seeks the Engineering Firms in Appendix A to provide engineering services for the next three years within their approved category.; and

WHEREAS, these services are necessary to maintain and promote an effective and efficient City Government; and

WHEREAS, after diligent review of the qualifications and services of the Engineering Firms in Appendix A, the Mayor and the City Council find the Engineering Firms in Appendix A is the most qualified firms to perform the duties sought by the City; and

NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF WOOD DALE, DUPAGE COUNTY, AN ILLINOIS CORPORATION, as follows:

SECTION 1: The recitals set forth above are incorporated herein and made a part hereof.

SECTION 2: The Mayor is authorized to execute said Agreement on behalf of the City of Wood Dale, which signature shall be attested to by the City Clerk.

SECTION 3: The City Manager, staff and/or the City Attorney shall take the steps necessary to put the terms and conditions of the Agreement into effect.

SECTION 4: That all ordinances and resolutions, or parts thereof in conflict with the provisions of this Resolution are, to the extent of such conflict, hereby repealed.

SECTION 5: That this Resolution shall be in full force and effect from and after its adoption, approval and publication in pamphlet form as provided by law.

PASSED this 6th day of April 2017

AYES: Aldermen Catalano, JAKAB, Susmarski, R. Wesley, Messin
Sorrentino, and Woods

NAYS: None

ABSENT: Alderman E. Wesley

APPROVED this 6th day of April 2017

SIGNED: Annunziato Pulice
Annunziato Pulice, Mayor

ATTEST: Shirley J. Siebert
Shirley J. Siebert, City Clerk

PROFESSIONAL ENGINEERING SERVICES

REQUEST FOR STATEMENT OF QUALIFICATIONS



**PACKET FOR THE TERM
MAY 1, 2017 – APRIL 30, 2020**

Attachment: SOQ (December 2016) (1883 : Engineering SOQ Results)

**REQUEST FOR STATEMENT OF QUALIFICATIONS
DECEMBER 2016**

The City of Wood Dale is in search of the most qualified firms to provide professional engineering expertise and services for public works infrastructure projects that will be needed in the next few years. Firms interested in providing these services must complete a SOQ submittal using the information and forms contained in the SOQ Packet. This SOQ process is intended to qualify prime consultants who will be contracting directly with the City. The SOQ list will be maintained for a period of three (3) years at which time the qualification statement(s) will be required to be updated unless changes within your company necessitate re-submittal sooner.

This letter is being sent to your firm as notification to submit a Statement of Qualifications in accordance with the attached *“Request for Statement of Qualifications”* for consideration of inclusion on the City of Wood Dale Approved Engineering list as previously discussed. **Four (4) copies** of the Statement of Qualifications must be submitted in a sealed envelope addressed to Stacey Heckler, Management Analyst, City of Wood Dale Administration Office, 404 N. Wood Dale Road, Wood Dale, Illinois, 60191 and referenced as "Professional Engineering Services Statement of Qualifications". **The deadline for submittal is January 27, 2017.**

SOQ Term: May 1, 2017 – April 30, 2020

The City of Wood Dale looks forward to hearing from your firm. Should you have any questions, please feel free to contact Stacey Heckler, Management Analyst at 630-787-3716 or sheckler@wooddale.com.

Sincerely,

Stacey Heckler

Stacey Heckler
Management Analyst
City of Wood Dale
404 N. Wood Dale Road
Wood Dale, IL 60191

Attachment: SOQ (December 2016) (1883 : Engineering SOQ Results)

REQUEST FOR STATEMENT OF QUALIFICATIONS LIST

The City of Wood Dale often turns to the private sector in search of the most qualified firms to provide professional expertise and services for various infrastructure projects. When selecting firms to provide professional engineering services for upcoming infrastructure projects, the City has chosen to utilize submitted Statements of Qualifications (SOQ's) which will be maintained in an unranked alphabetical order by firm. A submittal does not automatically mean you will be added to the approved list, a limited number of firms are to be added.

GENERAL REQUIREMENTS

The City of Wood Dale is requesting submitted Statements of Qualifications (SOQ's) from interested firms to provide professional engineering services for a variety of infrastructure projects.

The City will accept submitted Statements of Qualifications (SOQ's) from firms mailed to Stacey Heckler, Management Analyst, City of Wood Dale Administration Office, 404 N. Wood Dale Road, Wood Dale, Illinois 60191 and referenced as "Professional Engineering Services Statement of Qualifications". **The deadline for submittal is January 27, 2017.**

Should your firm wish to be considered for more than one service category, provide the qualifications for each category as described in Section C of the submittal instructions and submitted in one binder with each service category tagged appropriately.

Firms are not required to submit on all categories.

Four (4) copies of the statement of qualifications must be submitted in a sealed envelope and referenced as "Professional Engineering Services Statement of Qualifications". Qualification statement content must be completed in accordance with the submittal instructions. Failure to comply with the instructions may result in rejection of the submitting firm.

SERVICE CATEGORIES

Service categories may include, but may not be limited to, one or more of the following:

- Construction Management – Engineering Projects*
- Electrical Engineering*
- Environmental Services*
- Flood Control Engineering*
- Pavement Condition Evaluation*
- Structural Engineering*
- Transportation Design and Coordination*

Attachment: SOQ (December 2016) (1883 : Engineering SOQ Results)

Wastewater Infrastructure Design and Coordination
Water Infrastructure Design and Coordination
Geographic Information System (GIS)

Construction Management – Engineering Projects

Provide a resident project representative(s) and licensed project engineer and/or project manager for water treatment plants, wastewater treatment plants, electrical substations, transportation, and flood control construction projects. Inspect and document contractor’s work, prepare pay requests and change orders, as required. Services may include professional communication as a liaison with the general public, sub-contractors, utilities, other governmental agencies, and other involved parties.

Electrical Engineering

Provide professional services for the design of lighting and any other items that may require electrical service. Design may include plans, specifications, and bid documents.

Environmental Services

Provide professional services for the preparation of Phase I and II Environmental Site Assessments, the investigation of soil and groundwater contamination, preparation of technical documents for regulatory agency submittal, and remediation system alternative selection and design. Services may also include but not be limited to the following: environmental permitting, environmental clean-up and restoration, environmental sample collection and testing, preparation of environmental assessments and impact statements, environmental modeling, asbestos and other hazardous material abatement consulting, biological, botanical, paleontological, archeological, and waters of the U.S. assessments.

Flood Control Engineering

Provide professional services for the design and construction of both open channel and closed conduit storm water collection and conveyance facilities. Design may include plans, specifications, and bid documents of inlets, transition structures, culverts, and associated hydrology and hydraulics for off-site and/or on-site, and proposed and/or future conditions. Design may include right-of-way/easement acquisition.

Pavement Condition Evaluation

Provide professional services necessary to prioritize and provide a work program for the preservation and rehabilitation of a major street network. This work will include collecting data to determine ride comfort / quality, visual surface distresses, traffic loading and structural adequacy of each pavement section. The work will also include a network analysis which will include an analysis to determine pavement performance, a proposed rehabilitation strategy; a proposed rehabilitation needs year and a benefit/ cost calculation.

Structural Engineering

Attachment: SOQ (December 2016) (1883 : Engineering SOQ Results)

Provide professional services for the design of structures associated with transportation or flood control improvements, such as bridges, viaducts, large culverts, spillways, transitions, structures, retaining walls, and related structures. Design may include preparation of plans, specifications and bid documents.

Transportation Design and Coordination

Provide professional services for the design of standard roadways. Design may include preparation of plans, specifications and bid documents of streets and/or road repair together with pavement, curb and gutter, sidewalks, streetlights, drainage improvements and etc. Design may include right-of-way/easement acquisition.

Wastewater Infrastructure Design and Coordination

Provide professional services for the pre-design and/or design of construction plans, specifications and bid documents for interceptors and/or collection systems. Design may include right-of-way/ easement acquisition, hydraulic and service area analysis.

Water Infrastructure Design and Coordination

Provide professional services for the pre-design and/or design of construction plans, specifications and bid documents for transmission mains and/or distribution systems including all appurtenances. Design may include right-of-way/easement acquisition and hydraulic analysis.

Geographic Information System (GIS)

Provide for GIS Planning Services, GIS Data Conversion Services, GIS Enterprise and Application Development Services. Design may include integration with Mobile GIS Application Development Services.

SUBMITTAL INSTRUCTIONS

The Statement of Qualifications shall be as follows: 1 page cover letter, organizational chart, 1 page resume per key employee, and 3-5 pages per service category.

Interested firms are requested to submit **four (4)** copies of their qualification statement(s) in the form prescribed below:

- A. Cover letter not to exceed one (1) page;
- B. Organization Chart;
- C. Employee Resumes (1) page per key employee;
- D. Qualifications (areas to be addressed in order below):
 - ✓ Qualifications and experience of the probable team members and other pertinent information demonstrating the firms' ability to perform work rapidly, efficiently, and economically.
 - ✓ Ability to coordinate work with private, local, state, and federal agencies.
 - ✓ Relevant experience of similar projects. Descriptions should include: start and

Attachment: SOQ (December 2016) (1883 : Engineering SOQ Results)

completion dates, cost estimates, bid amounts, actual construction amounts, number and percentage of change orders, and references.

- ✓ Brief resumes of key personnel who would be assigned to the project(s) and identification of their responsibilities as well as the amount of time they have been employed with the firm.
- ✓ Special expertise in techniques of problem analysis and resolution applicable to similar project(s).

The professional qualification statements submitted will be reviewed by City staff will be evaluated entirely upon the qualification statement(s) submitted. Any other material submitted will gladly be accepted, but will not be evaluated. Factors used in evaluating the qualification statement(s) are in accordance with the City’s consultant selection procedures and will be as follows:

- Relevant Experience
- Qualifications of the Firm and Staff
- Qualifications of Sub-consultants
- Special Expertise
- Geographic Location of Office
- Ability to Coordinate Work with Private and Public Agencies
- Ability of Consultant to Rapidly and Systematically Perform Work with Little or No Notice
- Amount of Time Firm and Staff Have Been Established in area

The following table outlines the anticipated timeline for SOQ proposal submission and selection:

Activity	Target Dates	Location
SOQ issued	12/16/2016	VIA Postal/Email/Newspaper
Submission of proposals	1/27/2017	City of Wood Dale
Final selection made	3/23/2017	City of Wood Dale
SOQ Awarded	4/6/2017	City of Wood Dale
Professional Services Start	5/1/2017	City of Wood Dale

As projects requiring professional services are identified, selection of a firm(s) will be in accordance with the latest revision of City’s process for selection of Consulting Engineering Firms.

The City of Wood Dale reserves the right to sole evaluation of the qualification statements, to waive irregularities therein and/or reject any and all firms who have provided qualification statements should the City deem it to be in its best interest. We look forward to receiving your qualification statement(s) for the above service categories.

Attachment: SOQ (December 2016) (1883 : Engineering SOQ Results)

After reviewing all submittals a list will be developed for each category of selected firms to work with for the next 3 years. As projects become available within a selected category, RFP's will be sent out to the selected firms.

The City of Wood Dale looks forward to hearing from your firm. Should you have any questions, please feel free to contact Stacey Heckler, Management Analyst at 630-787-3716 or sheckler@wooddale.com.

Engineering Firms (May 2017-April 2020)

Construction Management

Engineering Resources Associates	Hancock Engineering	Thomas Engineering Group	Primera	Baxter & Woodman
Christopher B Burke Engineering	Robinson Engineering	Civil Tech	Clark Dietz	HR Green
Bollinger Lach and Associates	HLR	Graef	Amec Foster Wheel	

Electrical Engineering

Engineering Resources Associates	Primera	Baxter & Woodman	Christopher B Burke Engineering
Civil Tech	Clarke Dietz	Bollinger, Lach and Associates	

Environmental Engineering

Engineering Resources Associates	HR Green	Baxter & Woodman	Christopher B Burke Engineering
HLR	AMEC Foster Wheel	Anderson Environmental	

Attachment: Engineering Firms Listing (1883 : Engineering SOQ Results)

Flood Control Engineering

Engineering Resources Associates	Hancock Engineering	Thomas Engineering Group	Primera	Baxter & Woodman
Christopher B Burke Engineering	Civil Tech	Greenberg Farrow	Clark Dietz	HR Green
Bollinger Lach and Associates	HLR	Graef	Amec Foster Wheel	Robinson Engineering

Pavement Control Evaluation

Hancock Engineering	Thomas Engineering Group	Primera	Baxter and Woodman	Infrastructure Management Services
HR Green	HLR	Applied Pavement Technology	Bollinger, Lach and Associates	

Structural Engineering

Engineering Resources Associates	Greenberg Farrow	Thomas Engineering Group	Primera	Baxter and Woodman
Christopher B Burke Engineering	Civil Tech	Graef	Amec Foster Wheel	HR Green
Bollinger Lach and Associates	HLR			

Attachment: Engineering Firms Listing (1883 : Engineering SOQ Results)

Transportation Design

Engineering Resources Associates	Hancock Engineering	Thomas Engineering Group	Primera	Baxter and Woodman
Christopher B Burke Engineering	Robinson Engineering	Civil Tech	Clark Dietz	HR Green
Bollinger Lach and Associates	HLR	Graef	Amec Foster Wheel	Greenberg Farrow

Wastewater Infrastructure

Engineering Resources Associates	RJN Group	Thomas Engineering Group	Primera	Baxter and Woodman
Christopher B Burke Engineering	Robinson Engineering	Amec Foster Wheel	Clark Dietz	HR Green
Bollinger Lach and Associates	HLR	Graef		

Water Infrastructure

Engineering Resources Associates	Hancock Engineering	Thomas Engineering	RJN Group	Baxter and Woodman
Christopher B Burke Engineering	Robinson Engineering	Amec Foster Wheel	Clark Dietz	HR Green
Bollinger Lach and Associates	HLR			

Attachment: Engineering Firms Listing (1883 : Engineering SOQ Results)

APPENDIX A

Engineering Firms (May 2017-April 2020)

Construction Management

Engineering Resources Associates	Hancock Engineering	Thomas Engineering Group	Primera	Baxter & Woodman
Christopher B Burke Engineering	Robinson Engineering	Civil Tech	Clark Dietz	HR Green
Bollinger Lach and Associates	HLR	Graef	Amec Foster Wheel	

Electrical Engineering

Engineering Resources Associates	Primera	Baxter & Woodman	Christopher B Burke Engineering
Civil Tech	Clarke Dietz	Bollinger, Lach and Associates	

Environmental Engineering

Engineering Resources Associates	HR Green	Baxter & Woodman	Christopher B Burke Engineering
HLR	AMEC Foster Wheel	Anderson Environmental	

Flood Control Engineering

Engineering Resources Associates	Hancock Engineering	Thomas Engineering Group	Primera	Baxter & Woodman
Christopher B Burke Engineering	Civil Tech	Greenberg Farrow	Clark Dietz	HR Green
Bollinger Lach and Associates	HLR	Graef	Amec Foster Wheel	Robinson Engineering

Pavement Control Evaluation

Hancock Engineering	Thomas Engineering Group	Primera	Baxter and Woodman	Infrastructure Management Services
HR Green	HLR	Applied Pavement Technology	Bollinger, Lach and Associates	

Structural Engineering

Engineering Resources Associates	Greenberg Farrow	Thomas Engineering Group	Primera	Baxter and Woodman
Christopher B Burke Engineering	Civil Tech	Graef	Amec Foster Wheel	HR Green
Bollinger Lach and Associates	HLR			

Transportation Design

Engineering Resources Associates	Hancock Engineering	Thomas Engineering Group	Primera	Baxter and Woodman
Christopher B Burke Engineering	Robinson Engineering	Civil Tech	Clark Dietz	HR Green
Bollinger Lach and Associates	HLR	Graef	Amec Foster Wheel	Greenberg Farrow

Wastewater Infrastructure

Engineering Resources Associates	RJN Group	Thomas Engineering Group	Primera	Baxter and Woodman
Christopher B Burke Engineering	Robinson Engineering	Amec Foster Wheel	Clark Dietz	HR Green
Bollinger Lach and Associates	HLR	Graef		

Water Infrastructure

Engineering Resources Associates	Hancock Engineering	Thomas Engineering	RJN Group	Baxter and Woodman
Christopher B Burke Engineering	Robinson Engineering	Amec Foster Wheel	Clark Dietz	HR Green
Bollinger Lach and Associates	HLR			