

REQUEST FOR PROPOSALS

For an Infrastructure Conditions Assessment
at America's Central Port, Granite City, IL

Issued By:

America's Central Port
1635 W. First Street
Granite City, IL 62040
Phone: (618) 877-8444

October 20, 2020

SECTION 1 INTRODUCTION

America's Central Port District ("Port"), formerly the Tri-City Regional Port District, is a municipal corporation of the State of Illinois created in 1959 to promote economic development and transportation in Southwestern Illinois. The Port manages a 1,200-acre industrial park in the cities of Granite City, Madison, and Venice, Illinois, 10 minutes north of downtown St. Louis, Missouri.

The Port has received grant funding from the Illinois Department of Transportation (IDOT) to conduct an infrastructure assessment of its rail, road, and sewer/stormwater infrastructure to enable the Port to better manage these assets and make strategic capital investments.

SECTION 2 SCOPE OF SERVICES

The scope of this project includes a conditions assessment of approximately 13 miles of rail track, 20 miles of road, 54,000 linear feet of sanitary sewer main, and 58,000 linear feet of storm sewer main. The assessment should include ratings, photographs, recommended treatment, recommended treatment schedule, and cost estimates. The assessment of the sanitary and storm sewer mains is to include CCTV.

Upon request, the Port will provide existing shapefiles of the infrastructure included in this scope. Contact Christie Voelker at cvoelker@americascentralport.com for the files. Road, rail, and sewer/stormwater assets located on the property but maintained by other parties are not included in this scope.

The final deliverables of the assessment will include:

- A written report of findings
- GIS data for each infrastructure system in shapefile format

SECTION 3 SUBMITTALS

The following information is requested:

1. Letter of Interest
2. Firm Overview
 - a. Identify your firm and provide an overview of its history, location, and number of employees. Existing marketing materials that contain this information are acceptable.
 - b. Describe what makes your firm uniquely qualified to perform the activities described in the scope of services. Maximum 3 pages.
 - c. Provide an organizational chart or description identifying the specific personnel who are anticipated being assigned to this project and identify each staff member's discipline/s and role/s.
 - d. For the identified staff members, provide resumes or bios and current workload/availability.
 - e. Provide contact information for the primary point of contact for this project
3. Summary of Qualifications

- a. Project descriptions for a minimum of three (3) related projects completed in the past five (5) years. Inclusion of graphics, plans, and photos are suggested. Provide the name and contact information of each client.
4. Proposed fee
 - a. Based on IDOT requirements, the fee for services shall either be a fixed price or a cost reimbursement with an agreement maximum. Compensation will not be based on the use of a cost-plus-a-percentage-of-cost.
5. Proposed schedule

SECTION 4 **SUBMISSION**

One (1) copy of each submittal is requested on or before **3:00 PM** on **Tuesday, November 10, 2020** by e-mail, mail, or in-person to the address below.

Christie Voelker
Planner
America's Central Port
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Granite City, IL 62040
(618) 452-8445
cvoelker@americascentralport.com

SECTION 5 **SELECTION PROCESS**

Following receipt of submissions, a review of each will be completed by a staff committee. Submissions will be evaluated based on the following criteria (listed in order of relative importance):

1. Team structure and qualifications,
2. Quality of past work,
3. Experience with similar projects,
4. Proposed fee,
5. Proposed schedule.

The Port may request additional information or an interview from one or more firms after the submission of the initial proposal in order to clarify or confirm and properly evaluate any submission received.

A recommendation for an award will be made to the Port's Board of Commissioners at the December 14, 2020 Board Meeting.