Notice is given that a Request for Qualifications (RFQ) is requested for furnishing professional engineering services for the following joint project with the City of Waukegan and the City of North Chicago:

City of Waukegan
City of North Chicago
Statewide Planning Grant
Sheridan Road Corridor Feasibility Study

The Cities of Waukegan and North Chicago have initiated a project requiring professional engineering services to complete a Feasibility Study (study) to address the known capacity and safety concerns along the Sheridan Road/Illinois Route 137 (Amstutz Expressway) corridor from Buckley Road to Blanchard Road (Project). The Study will also consider and analyze existing pedestrian and bicycle facilities and consider potential connections and improved access.

The Feasibility Study is being funded using (IDOT) Statewide Planning and Research Program funds, along with local funding from IDOT, Waukegan and North Chicago. Currently the project has received $500,000 in funding and the City of North Chicago is the lead agency.

Proposing Consultant teams shall include a minimum of 10% DBE/MBE participation.

The Cities continue to seek additional funding to convert the Feasibility Study to a PEL Study of the corridor. The Consultants shall address funding assistance, additional scope and design elements of a PEL Study in their Firm's understanding and approach to project implementation.

Six (6) bound paper copies of the SOQ and one (1) electronic .pdf file on a flash drive **will be received at the Office of the Building Department,** 1850 Lewis Ave, North Chicago, IL 60064. The submittal shall be addressed to:

City Engineer
City of North Chicago
1850 Lewis Ave
North Chicago, IL 60064

Submitted SOQ documents shall be limited to 30 pages (double-sided print, and not including covers, dividers, resumes or prequals). Minimum font size shall be 11 pt. The .pdf file shall not exceed 20 MB.

Questions concerning this posting should be submitted no later than 5:00 pm on December 1, 2026 and directed to:

Steve Cieslica, P.E.– North Chicago City Engineer
Via E-mail: s.cieslica@trotter-inc.com

All questions received will be posted in an addendum on the City of North Chicago's website.

Do not contact any Waukegan or North Chicago staff expressing your Firm's interest in the project. Failure to comply with this instruction may disqualify your Firm from consideration.

RFQ SUBMITTALS MUST BE RECEIVED PRIOR TO 3:00 P.M. LOCAL TIME, DECEMBER 11, 2026. SUBMISSIONS RECEIVED AFTER THIS TIME WILL NOT BE CONSIDERED.

Project Description

The Cities of Waukegan and North Chicago have initiated a project requiring professional engineering services to complete a Feasibility Study (study) to address the known capacity, neighborhood connectivity and safety concerns along the Sheridan Road/Illinois Route 137 (Amstutz Expressway) corridor from Buckley Road to Blanchard Road (Project). The Study will also consider and analyze existing pedestrian and bicycle facilities and consider potential connections and improved access.

The engineering services shall consist of (but not limited to) preparing and completing the follow items and tasks: Coordination and data collection, public involvement and coordination, establishing corridor ROW boundaries and topography using GIS and plats, utility identification and coordination, environmental screening, traffic and safety analysis, traffic operations analysis, safety analysis, traffic and safety technical report, prepare an alternative analysis with geometric concepts for the entire corridor.

It is also expected the selected consultant or team will develop a Purpose and Need statement for the project, prepare an Evaluation Matrix with potential alternatives, complete an Alternatives Analysis Memorandum to document findings and recommendations to move forward for further study along with preparing a **Final Feasibility Study Recommendation Report** documenting the Purpose and Need statement, environmental screenings and preliminary NEPA documentation, traffic operations analysis, safety analysis, alternative analysis, existing and proposed drainage overview, public involvement and coordination, and funding opportunities.

The RFQ submission shall consist of:

- A cover letter expressing the firm's interest in providing services for the project
- Statement of overall qualifications for the firm or team
- Firm's understanding and approach to the project implementation, design elements, and unique challenges identified by the proposing Firm **(include any additional scope and design requirements if the project receives additional funding and is converted to a PEL study)**
- Summary of **key** personnel proposed to work on the project, organization chart, and resumes (include DBE/MBE participation)
- Description of at least three (3) similar projects completed with an emphasis on federally funded improvements (include contact info for each similar project owner)
- The applicable IDOT prequalifications held by the Firm and team members
- Availability of adequate personnel and resources to do the required work expeditiously
- The applicable IDOT prequalifications held by the Firm
- Identify any proposed sub-consultants to be used as part of the work

In accordance with the Local Government Professional Services Selection Act, the RFQ shall not include any information regarding compensation for services. Upon completion of the review of the submittals, the Cities will enter into negotiations with the highest ranked Firm. Fee negotiations will be based on an independent in-house estimate for the cost of engineering. If negotiations reach an impasse, the City shall terminate negotiations with that Firm and start negotiations with the next highest ranked Firm.

Conflict of Interest – The City requires Consultants to submit a disclosure statement with their procedures. The Cities use the *IDOT BDE DISC 2 Template* as their conflict of interest form.

Suspension and Debarment – The City shall require verification of suspension and debarment actions to ensure the eligibility of Firms selected for projects. The City uses IDOT's CPO's website to verify suspensions and debarments.

The evaluation and selection process will be in accordance with the City's Qualifications Based Selection Procedure for Engineering and Professional Services – federal QBS. These policies and procedures meet the requirements of Chapter 5 of the IDOT Bureau of Local Roads and Streets Manual, 23 CFR 172 and the Brooks Act.

The Cities of Waukegan and North Chicago will be responsible for the QBS policies and procedures and will handle management and administration of the contract and will coordinate with the City of North Chicago (lead agency) for the final procurement for consultant services. Qualifications will be opened and evaluated in private, and all information will be kept confidential until a contract award is made.

The joint selection committee shall include a staff from each City. This committee typically includes the City Engineers, Public Works Directors, but may be adjusted as necessary to include others such as Chief of Staff, Economic or Community Development staff, etc.

Interviews will be conducted with selected Firms.

A minimum of three (3) Firms will be selected as the most qualified from their RFQ submittal and will be ranked. The basis of quantitative evaluation for this project will be:

- Technical Approach (25%)
- Firm Experience (15%)
- Specialized Expertise (15%)
- Staff Capabilities (Prime/Sub) (25%)
- Workload Capacity (10%)
- Past Performance (10%)

The selected consultant may be asked to perform additional work depending on performance on Feasibility Study PEL. This work could include future Preliminary Engineering and Environmental Phase I work for various segments depending on the results from the Feasibility/PEL study findings and funding for this effort.