



Carrie Eklund
Central Services Manager
Finance Department

**ADDENDUM TO
REQUEST FOR PROPOSALS
South Main / IL Rte 2 (SM2) Corridor Plan
RFP NO.: 410-PW-048**

Addendum #1

To: All Bidders:

After receiving questions from bidders we are providing additional information for clarity and context.

1. The Illinois State Department of Transportation is currently undergoing a Phase II Engineering Study for the SM2 Corridor. After Phase II engineering is completed, the roadway will be completely reconstructed and improved. Roadwork is set to begin by the end of 2011 and will proceed through 2013. The City anticipates communicating frequently with IDOT on the status of this project, and would request their involvement in a Technical Advisory Group as part of stakeholder involvement during the SM2 Corridor Plan process. Additional transportation analysis should enhance the State's plans for the road with landscaping and multimodal path recommendations, and contextualize the plans through analysis of East/West intersection and any other factors the consultants decide are significant to efficient, long-term use of this major improved arterial.
2. Proposed planning work must be completed by June 30, 2011 in adherence to the requirements of the funding source for this corridor planning contract. A schedule with milestone dates must propose benchmarks for completion of the study within this timeframe.
3. In regards to the requirements for "Hourly Rates / General Conditions" as part of the Submittal Requirements please refer to paragraph 31 of the General Bidding Conditions section that address the QBS approach to the process. Keep in mind that we are asking consultants / consultant teams to provide their qualifications, as well as specifics on how they would approach the project. This is not a cost based process. After proposals have been opened, a selection process will begin. We will interview those submitting the best proposals, then make a selection, then negotiate scope and cost. All contracts finalized by the City and the consultant team must have IDOT's concurrence. The Rockford MPO will seek this concurrence before the project can move forward.
4. The RFP seeks a consultant to put together a creative, interdisciplinary team that would best suit the scope of the project. It is the responsibility of the lead consultant to find, if necessary, subconsultants that will work well as a team with the lead to address the specialized areas of planning, analysis, and outreach discussed in the RFP document.
5. No further inquiries into this RFP will be addressed after 11:00am on Thursday, May 20th 2010.

6. Attached to this addendum are the list of consultants that were sent hard copies of this RFP. This RFP was also published through normal City of Rockford channels and posted on the APA's national website... www.planning.org/consultants.

All other portions remained unchanged.

A copy of this addendum or a reference thereto must be included with your bid or the bid will not be read or considered.

If you have any questions please contact the Central Services Division at (815)-987-5560.

DATED: May 17, 2010

FINANCE AND PERSONNEL COMMITTEE

Carrie Eklund
Central Services Manager

**S. Main Street
Corridor Planning
RFP- Consultant List**

Company	Address1	Address2	City	State	Zip	Phone
AECOM USA, Inc.	303 E. Wacker Dr.	Ste 600	Chicago	IL	60601	(312) 938-0300
Artisan Civil	3205 Corbridge Ln		Rockford	IL	61107	(815) 519-9645
Camiros, Ltd	411 S. Wells		Chicago	IL	60607	(312) 922-9211
CEMCON, Ltd.	2208 White Oak Circle	Ste 100	Aurora	IL	60502	(630) 862-2100
DLK Civic Design	The Fine Arts Building 410 S. Michigan Ave.	Ste 400	Chicago	IL	60605	(312) 322-0911
Epstein	600 W. Fulton St.		Chicago	IL	60661	(312) 429-8326
ESI Consultants, Ltd	1979 N. Mill St.	Ste 100	Naperville	IL	60563	(630) 420-1700
Farr Associates	The Monadnock Building 53 W. Jackson	Ste 650	Chicago	IL	60604	(312) 408-1661
H.W. Lochner, Inc	20 N. Wacker Dr.	Ste 1200	Chicago	IL	60606	(312) 372-3011
Hitchcock Design Group	221 W. Jefferson Ave.		Naperville	IL	60540	(630) 961-1787
HNTB Corp.	111 N. Canal St.	Ste 1250	Chicago	IL	60606	(312) 930-9119
Houseal Lavigne Associates	114 E. Van Buren Ave		Naperville	IL	60540	(630)305-0036
Knight E/A Inc.	221 N. LaSalle St	Ste 300	Chicago	IL	60601	(312)557-3381
McDonough Associates, Inc	130 E. Randolph St.	Ste 1000	Chicago	IL	60601	(312) 946-8600
Sam Schwartz Engineering	1700 W. Irving Park Rd	Ste 202	Chicago	IL	60613	(773) 305-0800
Schreiber Anderson Associates, Inc	717 John Nolen Drive		Madison	WI	53713	(608) 255-0800
SEC Group, Inc.	420 N. Front Street	Ste 100	McHenry	IL	60050	(815) 385-1778
SRF Consulting Group, Inc	901 Deming Way,	Ste 302	Madison	WI	53717	(608) 829-0010
Teska Associates	627 Grove St.		Evanston	IL	60201	(847) 869-2015
The Lakota Group	212 W. Kinzie St	3rd Floor	Chicago	IL	60654	(312)467-5445
TyLin International	200 S. Wacker Dr.	Ste 1400	Chicago	IL	60606	(312) 777-2900
Vandewalle & Associates	120 E. Lakeside St		Madison	WI	53715	(608) 255-3988
Woolpert	1815 S. Meyers Rd	Suite 120	Oakbrook Terrace	IL	60181	(630)495-3731
Lannert Group	215 Fulton Street		Geneva	IL	60134	(630) 208-8088

**S. Main Street
Corridor Planning
RFP- Consultant List**

Company	Address1	Address2	City	State	Zip	Phone
HOK	60 E. Van Buren St.	14th Floor	Chicago	IL	60605	(312) 782-1000
Foth Infrastructure & Environment, LLC	1402 Pankratz Road	Ste 200	Madison	WI	53704	(608) 242-5900
Urban Design Associates	707 Grant Street	Gulf Tower, 31st Floor	Pittsburgh	PA	15219	(412) 263-5200
Buckley Partners	363 Financial Ct.		Rockford	IL	61107	
Exodus Development Company, Inc	53 W. Jackson Blvd	Ste 1519	Chicago	IL	60604	
Planning Communities	303 W. Adams		Chicago	IL	60606	
Urban Analytics, Inc	P.O. Box 877		Alexandria	VA	22313	
Winston / Terrell Group	1449 N. Pennsylvania St.		Indianapolis	IN	46202	
NIU Center for Governmental Studies	148 N. 3rd St		Dekalb	IL	60115	
Vierbicher Associates	999 Fourier Dr.	Ste 201	Madison	WI	53717	
Bonestroo	85 Revere Dr.	Ste H	Northbrook	IL	60062	



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**ADDENDUM TO
REQUEST FOR PROPOSALS
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Addendum #2

To: All Bidders:

After receiving questions from bidders we are providing additional information for clarity and context.

1. Remove EEOs pages 1 – 5 and replace with the attached EEOs. Supplier and Sub-contractors forms are not required.
2. Page 8 - (7th bulleted item under second section): Delete this requirement: "Provide examples of previous corridor plans completed by your firm. (These do not count against your 35-page limit; only two copies need to be included.)"

Note:

It is expected your firm will provide project descriptions of previous corridor plans as requested by the 6th bulleted item above.

3. Response to General Question: Your firm may use dividers to segregate sections within the proposal document. The dividers will not count toward the 35-page limit.
4. Response to General Question: The required EEO forms count toward the 35-page limit.

All other portions remained unchanged.

A copy of this addendum or a reference thereto must be included with your bid or the bid will not be read or considered.

If you have any questions please contact the Central Services Division at (815)-987-5560.

DATED: May 18, 2010

FINANCE AND PERSONNEL COMMITTEE

Carrie Eklund
Central Services Manager

City of Rockford, Illinois USA

425 East State Street Rockford, Illinois 61104-1068 USA
815-987-5560 800-380-7175 fax www.rockfordil.gov

**BID REQUIREMENTS FOR
EQUAL EMPLOYMENT OPPORTUNITY**

All bidders seeking to do business with the City of Rockford are **REQUIRED** to submit with any formal, sealed bid all of the following documents and information, attached herewith, completed and signed:

1. Equal Employment Opportunity Affirmative Action Plan Statement of Policy.
2. The Statement of Non-Compliance and Certificate of Non-Segregated Facilities.
3. The Contractor or Vendor Workforce Data Form listing all current employees, by classification, directly employed by the bidder. All categories of information requested must be supplied.
Note: The number of employees must be entered under each category (no check marks)

Below are the Federal definitions of the following racial groups accepted as minorities by the City of Rockford:

Black: A person having origins in any of the Black racial groups of Africa, not of Hispanic origin.

Hispanic: A person of Spanish or Portuguese culture with origins in Mexico, South or Central America, or the Caribbean Islands, regardless of race.

Asian: A person having origins in any of the original peoples of the Far East, Southeast Asia, the Indian subcontinent, or the Pacific Islands. This area includes for example, China, Japan, Korea, the Philippine Republic and Samoa.

American Indian or Alaskan Native: A person having origins in any of the original peoples of North America.

4. Your State of Illinois Pre-Qualification Certification Number, issued by the Illinois Department of Human Rights for the Illinois Department of Human Rights Act, must provide expiration date entered in the place provided therefore
5. Certificate of Non-Barred Bidding

If you have not obtained your State of Illinois Pre-Qualification Number (item #4), by signing these documents you agree to make application for this number within 30 days from the date of bid opening.

ANY BID WHICH FAILS TO INCLUDE THE CITY OF ROCKFORD EEO PAGES 2, 4, AND 5 COMPLETED AND SIGNED WITH YOUR SEALED BID WILL NOT BE READ AND WILL NOT BE CONSIDERED – NO EXCEPTIONS

Falsification of any required Equal Employment Opportunity or Affirmative Action information on the part of the bidder could result in rejection of the bid submitted or in the case where a contract has already been awarded, in the cancellation of said contract.

Any questions pertaining to E.E.O. requirements should be addressed to Ron Moore, Diversity Procurement Officer, Legal Department, 425 East State Street, Rockford, Illinois 61104, Phone: (815) 987-5622 or ron.moore@rockfordil.gov

EQUAL EMPLOYMENT OPPORTUNITY
AFFIRMATIVE ACTION PLAN
STATEMENT OF POLICY

It is the policy of this company, _____
to provide equal employment opportunity without regard to race, religion, color, national origin, handicap, age or sex through a program of positive action affecting all employees. In this program, our company carries out the requirements of Federal Executive orders 11246 and 11375, Civil Rights Act of 1964, Equal Employment Act of 1972, and all other applicable laws, and indicates its active support of the principle of equal opportunity in employment.

At present, _____ % of our work force are minorities and _____ % of our work force are females, and we will attempt to utilize minorities and females through a positive, continuing program in all jobs for which we contract in the future. Our company will utilize referrals from the City of Rockford's Diversity Procurement Officer for use of minorities and females regarding any future job vacancies.

It is also our intent to make efforts to purchase supplies or equipment from small business concerns located in the City of Rockford or counties of Winnebago or Boone and owned in substantial part (at least 51 per cent) by minorities or females.

_____ is the official who will be responsible for implementing this policy statement.

_____ will be designated as the Equal Opportunity Officer in our company, responsible for submission of all required equal employment opportunity documents.

In addition, _____ is hereby authorized to sign payroll as well as this company's officers. (NOTE: If only officers will be authorized to sign payrolls, please fill in "No One" in this space.)

STATEMENT OF NONCOMPLIANCE

If the equal employment opportunity hearing committee determines that a contractor, subcontractor/leased operator of equipment or bidder is not in compliance with this chapter, (also known as Chapter 11, Article III the City of Rockford Equal Opportunity Employment Ordinance), the hearing committee shall issue and serve upon such person a written statement of noncompliance setting forth the manner in which it finds such person has violated this chapter, and imposing and/or requiring appropriate sanctions, including, but not limited to any and/or all of the following:

- a. Denying, suspending or revoking qualifications, or declaring the contractor or subcontractor irresponsible and ineligible for future contracts or subcontracts until such time as the contractor or subcontractor shall demonstrate to the equal employment opportunity hearing committee that it is in compliance;
- b. Withholding or delaying payment on the contractor or;
- c. Suspending, avoiding or canceling contract work.

CERTIFICATION OF NON-SEGREGATED FACILITIES

The bidder certifies that he/she does not maintain or provide for his/her employees any segregated facilities at any of his/her establishments, and that he/she does not permit his/her employees to perform their services at any location, under his/her control, where segregated facilities are maintained. The bidder agrees that a breach of this certification will be a violation of the Equal Opportunity clause in any contract resulting from acceptance of this bid.

The bidder agrees that (except where he/she has obtained identical certification from proposed subcontractors/leased operators of equipment for specific time periods) he/she will obtain identical certification from proposed subcontractors/leased operators of equipment from the provisions of the Equal Opportunity clause, and that he/she will retain such certification in his/her files.

CERTIFICATE OF NON-BARRED BIDDING

The undersigned certifies that it is not barred from bidding on this contract as a result of a conviction for the violation of State laws prohibiting bid rigging or bid rotating. The undersigned also certifies that current or prospective employees, contractors, and subcontractors/leased operators of equipment are not listed as Excluded Individuals/Entities with the US Government, as maintained by the US General Services Administration.

By signing below, the firm agrees that all information provided in the previous pages is accurate, and that if the firm below does not currently have a Department of Human Rights number they will apply for one within thirty days with the State of Illinois.

Authorized Signature

Title

Firm

Our firm is a:

Minority Business Enterprise	_____	City-Certified?	Yes	_____	No	_____
Women Business Enterprise	_____	City Certified?	Yes	_____	No	_____
Neither	_____					

(Revised 12/21/09)