



Request for Qualifications

Peoria County Hanna City Trail Connection Study

Tri-County Regional Planning Commission requests statements of qualifications from qualified firms to provide professional services to develop Peoria County's Hanna City Trail Connection Study.

Statements of Qualifications will be accepted until 4:00 pm, January 14, 2022. Statements of qualifications received after that date and time will not be considered.

Background

Tri-County Regional Planning Commission (TCRPC) of Peoria, Illinois proudly serves Peoria, Tazewell, and Woodford counties as the "Steward of the Regional Vision." TCRPC studies the needs and conditions of the region and develops strategies that enhance the area's communities. TCRPC offers a forum for leaders of area government to define regional issues, set regional goals, and cooperatively implement plans.

TCRPC is the Metropolitan Planning Organization (MPO) for the Peoria-Pekin urbanized area. As the MPO, TCRPC carries out the continuing, cooperative, and comprehensive (3-C) transportation planning process required by law. TCRPC carries out this process by preparing regional plans and programs with the assistance of an MPO Technical Committee.

The MPO receives federal funding from the U.S. Department of Transportation. A portion of the FY 2022 allocation has been set aside for this project. The initial proposed compensation for this project is \$30,000. Due to the federal funding source, all work related to the project must be completed by December 31, 2022.

Project

The Hanna City Trail is a 24.7-mile corridor along an inactive, exempt Union Pacific rail line. The corridor runs from Kickapoo Creek in Peoria County and follows Route 116 West to about 5 miles west of Farmington in rural Fulton County. Acquisition of this corridor by local agencies is anticipated to culminate in 2022.

This special project would investigate and identify the following best trail connection to the Hanna City Trail:

1. Rock Island Greenway and proposed pedestrian improvements over Bob Michel Bridge in Downtown Peoria, and
2. Wildlife Prairie Park.

The Hanna City and Downtown Peoria connection and Taylor Road bicycle accommodations were both identified in the most recent regional bicycle plan produced by the Tri-County Regional Planning Commission – *Bike Connect HOI* – which was completed in 2017.

This study would include:

- Inventory of jurisdictions and agencies that would be involved in item 1 and 2.
- Discussion of opportunities and partnerships to facilitate the connections.
- Discussion of challenges that would need to be overcome
- Safety considerations including on road vs off road accommodations, traffic speed and possible material compositions of the route
- Identify and discuss proposed trail connection that are along IDOT controlled right-of-way and address their policy to not maintain non-motorized facilities on their system
- Overview of items that would need to be taken into consideration. Examples include existing conditions, design considerations, right of way acquisitions, adjacent strip mines/sensitive areas, and alterations to road systems (drainage/ road/ roadway shoulder/ signage /striping, etc) to accommodate a pedestrian/bicycle friendly connection

Scope of Services

Final scope of services will be negotiated upon consultant selection, but the project will include the following elements.

1. Route feasibility assessment – Hanna City Trail and Downtown Peoria Connection
 - Identify available alternates
 - Compare available property/easements, access, safety concerns, multi-modal use, topography and flood zones, trailhead and trail connection options
 - Preliminary Cost Estimates
 - Preliminary Cultural and Natural Resources Review and Level II Screening
 - Propose type of Environmental Documentation Required based on above results
2. Route feasibility assessment – Wildlife Prairie Park
 - Identify available alternates
 - Compare available property/easements, access, safety concerns, multi-modal use, topography and flood zones, trailhead and trail connection options
 - Preliminary Cost Estimates
 - Preliminary Cultural and Natural Resources Review and Level II Screening
 - Propose type of Environmental Documentation Required based on above results
3. Public Engagement – Present feasible options and incorporate feedback on potential routes within the final study document.

Deliverables

This contract will result in the following deliverable:

- A Trail Connection Plan and Feasibility Study for connections to the planned Hanna City Trail.

Submittal Contents

TCRPC will only consider submissions limited to 15 pages (not including resumes) and containing the following:

- Name, address, telephone number, email, and website of firm;
- A Statement of Qualifications of:
 - The firm and any subcontractors (if any);
 - The lead team member; and
 - The individuals to be assigned to the project;
- At least three (3) examples of similar projects the firm has completed in the last 5 years;
- Business references from these projects, including client's name and telephone number shall be included; and
- Identification of any potential subcontracted services as necessary.

Please submit two (2) physical copies and one (1) digital PDF with all submittals.

All submittals shall be sealed and identified as PEORIA COUNTY HANNA CITY TRAIL CONNECTION FEASIBILITY STUDY and addressed to:

Gabriel Guevara
Planner
Tri-County Regional Planning Commission
456 Fulton Street, Suite 401
Peoria, IL 61602

Contract Development

Tri-County Regional Planning Commission will enter into a contract for professional consulting services based on a fixed-price to the selected consultant for a Scope of Services to be negotiated and finalized once the consultant is chosen. Incremental payments to the consultant will be made at the completion of major tasks with a "not to exceed" contract amount. Ten (10) percent of the contract price will be held as final payment upon delivery of the final products. The exact payment schedule will be negotiated and determined as part of the contract.

TCRPC is not liable for any costs incurred by a consultant in responding to this Request for Qualifications or for any costs associated with discussions required for clarification of items related to this RFQ.

The contract shall not be considered executed unless signed by the authorizing representative of TCRPC.

Selection Process

TCRPC reserves the right to accept or reject any or all statements of qualifications. All submittals become the property of TCRPC upon receipt. TCRPC will evaluate each statement of qualifications according to the following factors and 100-point scale:

1. **(25 points) Experience and Technical Competency**
The consultant's response should reflect qualifications and experience necessary to successfully develop and execute a Scope of Services. Reviewers will also assess the applicability and relevance of the consultant's experience and previous projects.
2. **(25 points) Familiarity with Project Type**
The consultant's response must demonstrate a level of familiarity with the proposed project and an understanding of the planning challenges posed by the project.
3. **(25 points) Record of Success**
The consultant's response should demonstrate success on similar projects and provide examples of similar work.
4. **(15 points) Local Knowledge**
The consultant should demonstrate familiarity with the City of East Peoria and Greater Peoria in their response.
5. **(10 points) References**
The consultant's response should include at least 3 references, with contact information.

All submittals will be reviewed by a committee made up of representatives from TCRPC and Peoria County. All statements of qualifications will be scored and ranked; however, the committee IS NOT bound to select the highest-scoring submittal. TCRPC reserves the sole right to invite one firm to the contract development stage or to reject all candidates that submit.

Project Schedule

- **December 22, 2021** – Request for Qualifications is announced
- **January 14, 2022** – Deadline for submittal of statement of qualifications
- **Week of January 17, 2022** – TCRPC & Peoria County evaluate responses and select consultant
- **February 2, 2022** – TCRPC approves contract with consultant
- **February 7, 2022** – Work begins
- **December 31, 2021** – All project work is completed by this date

Compliance with Laws

The selected firm agrees to be bound by all applicable Federal, State, and Local laws; regulations; and directives as they pertain to the performance of the contract.

Questions

TCRPC staff will answer all questions related to this RFQ until 4:00 pm, January 10, 2022. All questions and answers will be posted publicly on TCRPC's website. Questions should be addressed to:

Gabriel Guevara, Planner
rfp-rfq@tricityrpc.org