

REQUEST FOR PROPOSALS (RFP)

**Architectural/Engineering Services for
Clark County Highway Department
New Maintenance Facility
Marshall, Illinois
April 29, 2024**

LEGAL NOTICE

Hannig Construction, Inc., (Construction Manager) will accept sealed Proposals until 3:00pm CST on May 15, 2024, to provide Architectural/Engineering (A/E) Services for the Construction of a New Maintenance Facility for the Clark County Highway Department. It is the intent to negotiate an agreement for services based generally upon the scope of work outlined in this RFP.

Proposal packets are available on-line at www.hannigbidding.com or at the office of Hannig Construction, Inc., 815 Swan Street, Terre Haute, IN 47807 (812) 235-6218 and will be available on April 29, 2024.

Proposals should be delivered by email to Seth Porter, Vice President, Hannig Construction, Inc. (sporter@hannigconstruction.com) and marked in the subject line as "A/E Name: Architectural / Engineering Services for Clark County Highway Department New Maintenance Facility". Proposals not received by 3:00pm CST on May 15, 2024, will be rejected. Proposals may also be hand-delivered to the Construction Manager at 815 Swan Street, Terre Haute, IN 47807, Attention: Seth Porter, Vice President. Proposals which are hand-delivered should be in a sealed envelope marked "SEALED PROPOSAL ENCLOSED" and identifying the Project and Name/Address of the submitter.

Interpretation or corrections of the RFP documents will be made only by written addendum, which will be mailed or delivered to each offeror on record.

The Construction Manager reserves the right to reject any or all proposals for any reason it may determine, waive or decline informalities or irregularities in any proposal, and select the firm that is in the best interest of the requirements of the Project.

No communications, whether formal or informal, shall occur regarding this RFP, including requests for information, or speculation between Offeror(s) or any of their individual members and any County-elected official, employee or independently contracted employees or consultants. Failure to comply with this provision may result in the offeror's proposal being removed from consideration. The Owner is not responsible for any other explanations or interpretations of the RFP and/or RFP documents.

Any cost incurred by the Offeror in preparation, transmittal, or presentation of any information or material submitted in response to the RFP shall be borne solely by the Offeror.

The Owner/Construction Manager is an Equal Opportunity Employer and invites the submission of proposals from qualified Minority (MBE), Women-Owned (WBE), Veteran-Owned (VBE) or Disadvantaged (DBE) Business Enterprises.

Firms responding to the RFP shall be properly licensed by the State of Illinois and agree to comply with the requirements of the Illinois Human Rights Act and all Federal, State or Local laws respecting discrimination in employment and non-segregation of facilities including but not limited to requirements set out in 41 C.F.R. § 60-1.4(a), § 60-4.3(a), § 60-300.5(a), and § 60-741.4(a), which equal opportunity clauses are herein incorporated by reference..

PROPOSAL SUBMISSION DEADLINE: May 15,2024 3:00pm CST
QUESTION SUBMISSION DEADLINE: May 08, 2024
RFP ID: 6644

INTRODUCTION

Hannig Construction, Inc., (Construction Manager) invites and welcomes Architectural/Engineering Proposals for the New Clark County Maintenance Facility located in Marshall, Illinois. Please take the time to carefully read and become familiar with the proposal requirements. All proposals submitted for consideration must be received by the time specified above under the “PROPOSAL SUBMISSION DEADLINE.”

PROJECT AND LOCATION

The project associated with the RFP is or shall be located at 15487 N State Highway 1, Marshall, Illinois 62441

PROJECT MANAGER CONTACT INFORMATION

Questions regarding this RFP may be submitted in written form to the Construction Manager as follows:

Name: Seth Porter, Vice President
Hannig Construction, Inc.
Mobile Phone: 812-236-4396
Office Phone: 812-235-6218
Email: sporter@hannigconstruction.com

BASIC SERVICES

The A/E scope of basic services shall consist of the following phases and include usual and customary Structural, Mechanical, and Electrical Engineering Services. Additional services to be provided:

- Foundation Design of Pre-Engineered Metal Building
- Schematic Design Phase Services
- Design Development Phase Services
- Construction Documentation Phase Services
- Bidding Phase Services
- Construction Administration Phase Services

In addition to normal and customary phased services, the A/E shall also provide all specialty engineering and consultant services as needed for a project of this type and nature, including but not limited to Civil Engineering Services.

ADDITIONAL DOCUMENTS ATTACHED

- Schematic Floor Plan Drawing A2.0 dated 4/25/2024

PROJECT SCOPE

Design/Build of the following:

- 80' x 100' PEMB
 - CM will coordinate with building manufacturer to provide A/E the building shell design with reactions for foundations.
 - Exterior building doors to be included in the PEMB package.
 - Downspouts to be piped underground.
 - Bollards at overhead doors
 - Steel plates at (1) bay to support excavator tracks.
 - Frames/Doors to be prepped for future security.
 - Include any code related signage.
- Mechanical
 - Future Office/RR area plumbing to be stubbed in for future fit-out.
 - Include 20' trench drains at all overhead doors.
 - Include oil separator.
 - All drains to be tied into existing/relocated sanitary lateral.
 - In-slab radiant floor heat for entire building
- Electrical
 - LED lighting throughout (interior/exterior)
 - Design of fire alarm system and emergency lighting/signs
 - Owner will coordinate low voltage installation including data, voice, tv's, cameras - engineer to locate items for rough-in.
- Civil
 - Site Survey
 - Piping of downspouts
 - Coordination of utilities to/from building
 - Building pad elevation
 - Building staking
 - Site Plan Review through city of Marshall

SCHEDULED TIMELINE

The following timeline has been established to ensure that the project objective is achieved; however the following project timeline shall be subject to change when deemed necessary.

MILESTONE	DATE
A/E RFP Released	April 29, 2024
A/E RFP Responses Due	May 15, 2024 at 3:00pm CST
A/E RFP Awarded	May 17, 2024
Design Phase	May 27,2024-July 1, 2024
Construction Bidding Phase	July 8, 2024-July 23, 2024
Construction Bids Received	July 23, 2024 at 3:00pm CST
Low Bidders Announced/Notices to Proceed Issued	July 26, 2024
Construction Start	August 1, 2024
Construction Substantially Complete	November 12, 2024

PROPOSAL BIDDING REQUIREMENTS

PROJECT PROPOSAL EXPECTATIONS

Hannig Construction Inc., (Construction Manager-CM) shall award the contract to the Firm which best accommodates the various project requirements. The CM reserves the right to (i) award any contract prior to the proposal deadline or prior to the receipt of all proposals, (i) award the contract to more than one Bidder, and (iii) refuse any proposal or contract.

PROPOSAL SELECTION CRITERIA

Only those proposals received by the stated deadline will be considered. All proposals submitted by the deadline will be considered and will be reviewed and evaluated based upon information provided in the submitted proposal. In addition, consideration will be given to cost and performance projections.

Furthermore, the following criteria will be given considerable weight in the proposal selection process:

1. Proposals received by the stipulated deadline must be in the correct format.
2. Bidder's alleged performance effectiveness of their proposal's solution.
3. Bidder's performance history and alleged ability to timely deliver proposed services.
4. Bidder's ability to provide and deliver qualified personnel having the knowledge and skills required to effectively and efficiently, execute proposed services.
5. Overall cost effectiveness of the proposal.

Hannig Construction, Inc., reserves the right to cancel, suspend, and/or discontinue any proposal at any time, without obligation or notice to the proposing bidder.

PROPOSAL SUBMISSION FORMAT

The following is a list of information that the Bidder should include in their proposal submission:

Summary of Bidder Background

1. Bidder's Name(s)
2. Bidder's Address
3. Bidder's Contract Information (and preferred method of communication)
4. Legal Formation of Bidder (e.g. sole proprietor, partnership, corporation)
5. Date Bidder's Company was formed and State in which established/incorporated)
6. Description of Bidder's company in terms of size range and types of services offered and clientele.
7. Bidder's principal officers (e.g. President, Chairman, Vice President(s) Secretary, Chief Operating Officer, Chief Financial Officer, General Managers) and length of time each officer has performed in his/her field of expertise.
8. Bidder's Federal Employee Identification Number (FEIN)
9. Evidence of legal authority to conduct business in Illinois (e.g. business license number).
10. Evidence of proper licensing in the State of Illinois
11. Evidence of established track record for providing services and/or deliverables that are the subject of this proposal.
12. If it is the Bidder's intention to employ consultants on the project, their background information shall be submitted in conjunction with Bidder's Background.

Financial Information

- State whether the Bidder or its parent company (if any) has ever filed for bankruptcy or any form of reorganization under the bankruptcy code.
- State whether the Bidder or its parent company (if any) has ever received any sanctions or is currently under investigation by any regulatory or governmental body.

Proposed Outcome

- Summary of timeline and work to be completed.

Cost Proposal Summary and Breakdown

- A detailed list of any and all expected costs or expenses related to the proposed project.
- Summary and explanation of any other contributing expenses to the total cost.
- Brief summary of the total cost of the proposal.

Insurance

- Details of any liability or other insurance provided with regard to the staff or project.

End of RFP