

Request for Statement of Qualifications

County of Tazewell, Illinois

September 18, 2026

Phase III Engineering for the Furrow Road Bridge Replacement over Lost Creek

IDOT Contract 89870 – Section 19-02127-00-BR

Issued Date: Friday, September 18, 2026

Question Deadline: Thursday, October 8, 2026, by 3:30 p.m.

Response Deadline: Monday, October 12, 2026, by noon.

Notice to Consulting Firms

Tazewell County seeks Statements of Qualifications (SOQs) from qualified consulting firms to provide phase III construction engineering for a bridge replacement project on Furrow Road over Lost Creek in Cincinnati Road District. Qualifications-Based Selection (QBS), in accordance with the Architectural, Engineering, and Land Surveying Qualifications Based Selection Act (30 ILCS 535/), will be used to determine a successful respondent.

As a prequalification of submittal, all Prime firms must be prequalified through IDOT in Special Services – Construction Inspection. Qualified firms shall provide services based on the project description and requirements outlined in *Section 1.0 Project Description*. Submissions are due to the Tazewell County Highway Department office located at 21308 Illinois Route 9, Tremont, Illinois 61568, **no later than noon (12:00 p.m.) on Monday, October 12, 2026.**

Submissions should be no more than ten (10) pages in length, excluding the exceptions as outlined in *Section 3.0 Submittal Format*, and emailed to dparr@tazewell-il.gov and paugspurger@tazewell-il.gov. Hard copies are not required. Submissions received after that date and time will not be accepted.

Tazewell County reserves the right to reject any or all submissions, waive informality and irregularities in the submissions, and select the firm that is in the best interest of Tazewell County and in compliance with the terms set forth herein. Tazewell County is an Equal Opportunity Employer and invites Minority and Women-Owned Firms to submit.

1.0 Project Description

This project is proposed to be funded 80% with Federal Funding allotted under the Surface Transportation Program – Bridge (STP-Br) with a not-to-exceed amount along with \$500,000.00 of Federal Community Project Funding. The remainder is proposed to be funded locally. The Illinois Department of Transportation will open bids on this project on November 6, 2026, and the project has 70 Working Days.

Construction Contract No. 89870 (Section 19-02127-00-BR) consists of the replacement of the existing three span continuous reinforced concrete slab bridge carrying Furrow Road (T.R. 141) over Lost Creek including removal of the structure, construction of a new 134'-2.75" bk.-bk. abutment x 30'-0" o.-o. deck single-span welded steel plate girder bridge with cast-in-place concrete slab deck and Type SMX bridge rail, replacement of the approach guardrail and terminal sections, and constructing the new aligned roadway approach of Furrow Road and Pfanz Road with hot-mix asphalt surface. The roadway will be closed during construction. The Engineering for this Project will be funded in part with Federal Local Bridge Formula Program funds.

Construction Engineering Services must follow the requirements of the Illinois Department of Transportation as they relate to federally funded projects. The Scope of Service required includes the preparation of all Phase III Engineering work that conforms to Federal, State, and local standards, guidelines, and practice. All work products shall become the property of Tazewell County and be made available to IDOT, Tazewell County, and Cincinnati Road District.

The prime consultant shall be prequalified by IDOT in Special Services – Construction Inspection and provide complete construction engineering services necessary to ensure the project is built in accordance with approved plans, specifications, and applicable standards. Quality Assurance (QA) oversight and verification of the Contractor's Quality Control (QC) must be performed by the respondent firm or one of its subconsultants. The firm must also provide all necessary vehicles and equipment to perform the required services.

The Scope of Services includes conducting all pre-construction activities and coordination with the contractor and affected jurisdictions.

The consultant will provide sufficient staff to perform all of the Phase III engineering services required to complete this project which may include the inspection, supervision, material quality assurance testing (including, but not limited to, PCC, HMA, Aggregate and embankment testing), materials certification and all documentation for this project. The Consultant will also maintain complete project records, supporting documentation, and accurate tracking of pay item quantities. The consultant staff will report to a Resident Engineer/Technician on this project and should have experience in rural township road stream crossings with an emphasis on pile supported foundations, structural steel, and cast-in-place reinforced concrete decks.

Tazewell County Highway Department will furnish the consultant with a person In Responsible Charge for the project, all necessary plans, specifications, and related forms for record keeping. It is anticipated that IDOT will do all off site material inspection for the project.

The consultant will be required to perform on-site inspection, verification of contractor staking, documentation, and any other duties that would be required by the Resident Engineer/Technician to complete the project on a timely basis and in accordance with the State Specifications and Guidelines. The consultant will also provide their own vehicles, cell phones, computers, sampling and testing equipment, tools of the trade and any other equipment deemed necessary to perform the work.

Duties include preparing and submitting pay estimates, evaluating the need for extra work or plan modifications, and preparing any required change orders or additional documentation.

The consultant shall complete all project closeout activities, including conducting final inspections, verifying punch list completion, preparing final quantities, and compiling all required as-built documentation for submission to the Office of the County Engineer for Tazewell County no later than six (6) weeks after the completion of the project.

Quality Assurance (QA) oversight and Contractor's Quality Control (QC) by the same Consultant or one of their subconsultants on the same project or on material coming in from the same plant are prohibited. At the negotiation meeting, the prime consultant and all subconsultants will disclose all previous involvement in the district as well as current relationships with contractors.

2.0 Submittal Procedures

All submittals shall be identified as *Phase III Engineering for the Furrow Road Bridge Replacement over Lost Creek* and submitted to:

Dan Parr
Tazewell County Engineer
21308 IL Route 9
Tremont, IL 61568
dparr@tazewell-il.gov

Paul Augspurger
Assistant Tazewell County Engineer
21308 IL Route 9
Tremont, IL 61568
paugspurger@tazewell-il.gov

Submittals are due no later than noon (12:00 p.m.) on Monday, October 12, 2026.

No submissions received after that date and time will be accepted. Submissions should be emailed to dparr@tazewell-il.gov and paugspurger@tazewell-il.gov . Hard copies are not required.

3.0 Submittal Format

The submittal should be as concise as possible, and when printed, shall be limited to a maximum of 10 pages, **not** including the following:

- Cover page, provided no substantive content is incorporated;
- Table of Contents, provided no substantive content is incorporated;
- Divider/Section Headers, provided no substantive content is incorporated;
- Back covers, provided no substantive content is incorporated;
- Identification of Projects Table; and
- Resumes of Key Team Members.

To ensure all submittals are formatted similarly, submittals shall use standard 8.5 by 11 inch page size and font no smaller than 10-point, unless otherwise specified. The format of the electronic copy shall be searchable .pdf and preferably include a searchable bookmark for each subsection of the submittal. The submittal shall be organized in accordance with *Section 4.0 Submittal Contents*.

Tazewell County reserves the right to reject submittals that exceed the page limit or to remove pages from the sections of any non-conforming submittal to bring it within the required page count. A “page” is defined as one single-sided piece of paper that has words, charts, tables, pictures, or graphics.

4.0 Submittal Contents

Tazewell County requests that interested respondents submit Responses discussing the scope of services as described in *Section 1.0 Project Description*. Tazewell County reserves the right to reject any or all submissions or portions of submissions, if it is deemed to be in the best interest of Tazewell County or its partners.

The submittal should include the following content:

4.1 Transmittal Letter

The transmittal letter should be placed on the firm’s letterhead and signed by a signatory that is authorized to contractually obligate the respondent. The letter shall describe the submission’s contents, provide a point of contact for questions, and any other information deemed appropriate. Lastly, please supply the location, telephone number, email address, and website of the respondent’s office(s) providing professional services and their federal tax identification number.

4.2 Project Work Program (Technical Approach)

This section should be devoted to discussing the respondent’s project understanding of *Section 2.0 Project Description*. Clearly describe your unique approach, methodologies, knowledge, and capabilities to be employed in the performance of the proposed Scope of Services. The respondent should provide a list of anticipated obstacles, a statement of their

understanding of the required work, and confirmation that they and, if applicable, their subconsultant are licensed to practice in Illinois.

4.3 Project Capacity and Schedule

The submission should provide evidence that the recommended team is committed to and has the capacity to complete the proposed project. Please include a general project schedule and estimated completion date with the understanding that the clients are interested in moving forward as quickly as possible with the plan. In this section, please provide evidence that the Prime Consultant is prequalified through IDOT in Special Services – Construction Inspection.

4.4 Background and Prior Experience

This section should describe the respondent's firm by providing its full legal name, date of establishment, type of entity and business expertise, short history, current ownership structure, and any recent or materially significant proposed change in ownership. Please include any business certifications, such as Minority Business Enterprise (MBE), Women Business Enterprise (WBE), Disadvantaged Business Enterprise (DBE), Small Business Enterprise (SBE), etc., with the certifying grantor information.

Additionally, this section should describe a minimum of three work experiences that are a similar to *Section 1.0 Project Description*.

Respondents should provide the names and roles of the individuals who worked on each identified project and distinguish those individuals who would also be assigned to work on this proposed project.

A minimum of three references from projects outlined above are required. Respondents should provide contact information, including names, phone numbers, and emails of all references. The respondent is responsible for ensuring that contact information for all references is current and correct. The inability to contact a reference and receive feedback may have a detrimental impact on the evaluating background and prior experience. The work experience and references should be listed in the same order, or references should be included on their associated project page. Please describe any relevant specialized knowledge or any issue the characteristics of which would be uniquely applicable in evaluating the experience of the respondent's firm to oversee the proposed project. Lastly, identify any proposed subconsultant, provide their firm's information (i.e., full legal name, date of establishment, type of entity, brief history, business certification with grantor information, and ownership structure), and outline their background, experiences, proposed project role(s), and their percentage of the total grant award.

The respondent must submit an Identification of Projects Table in the form attached as Attachment I with the required information set forth herein for each project cited or mentioned in the body of the submission. Although it is

not necessary to include the projects listed in the resumes if not mentioned in the body of the submission. The Identification of Projects Table may be submitted on an 11 by 17 inch page size. The respondent is responsible for ensuring the contact information contained in their submission is complete and correct. Tazewell County reserves the right to contact any person, client, and/or organization listed in the body of the submission, Identification of Projects Table, or resumes. The identification of Projects Table shall include the following:

- Name of Project
- Name of client
- Client point of contact
- Point of contact job title
- Point of contact current phone number
- Point of contact current email address
- Project location
- Identify project type or provide concise description.
- Key team members involved in the project.
- Identify who completed the project: Consultant, Sub-Consultant, or Key Team Members Prior Experience.

4.5 Project Management and Team

Respondents should identify staff members, including those of any proposed subconsultant, who would be assigned to act for the respondent's firm in key positions. Provide project roles and functions to be performed by each individual and indicate if they worked on any of the projects detailed under *Section 4.4 Background and Prior Experience*.

This section should also include the resumes of each staff member assigned to the project team identified above, including name, position, telephone number, email address, education, and years and type of experience. Describe, for each such person, the relevant planning projects on which they have worked. If using a subconsultant, include this information for each subconsultant. Lastly, provide confirmation that the respondent and assigned project staff have not had a record of substandard work or engaged in any unethical practices within the last five years.

5.0 Selection Criteria

Tazewell County reserves the right to accept or reject any or all submissions. All submittals become the property of Tazewell County and its partners upon receipt. A Selection Committee comprised of representatives from Tazewell County will evaluate each submittal according to the following factors and 100-point scale:

Criteria	Weights	Max Points
Technical Approach	5%	5
Firm Experience and Expertise	20%	20
Staff Experience and Expertise	40%	40
Workload Capacity	10%	10
Past Performance	15%	15
Local Presence	10%	10
Total	100%	100

6.0 Selection Process

Tazewell County will follow its current Qualification Based Selection Procedures (QBS) to select the Consulting Engineering Firm. The County will form a Selection Committee with a minimum of three (3) members and review, score, and rank all SOQs received by the deadline.

Before holding the Selection Committee meeting, each member will provide their scores for each submittal using the above criteria. The Committee averages their scores, and the top three scoring consulting firms are placed on a shortlist. If there are other firms within 2% of the minimum score, the Committee may choose to expand the short list to include more than three firms. Based on the Committee discussion and, if necessary, information gained from presentations and interviews, the average score is adjusted to reflect the group's consensus and information gained from the presentations.

Tazewell County retains the right to select from the consultants responding to this procurement opportunity. Any or all submittals may be rejected if they do not meet the Selection Committee's criteria or fail to comply with procurement specifications. Tazewell County IS NOT bound to select the highest-scoring submission. Tazewell County reserves the sole right to invite one firm to the contract development stage or to reject any and all candidates that submit. Tazewell County also retains the right to withdraw this procurement opportunity at any time.

Contract negotiations will follow with the selected respondent to establish a detailed scope of services, budget, and schedule. If a mutually agreeable contract is not reached, Tazewell County will terminate negotiations with that respondent and open negotiations with the second-choice firm. This process will continue until a firm that meets the basic qualifications has entered into an acceptable contract with the County.

7.0 Contract Negotiations

Contract negotiations will follow award selection. As part of the selection process, Tazewell County will invite the selected respondent to submit a written fee proposal and, if accepted, ask them to enter into contract negotiations. Respondents must

be amenable to inclusion, in a contract, of any information provided, whether herein or in response to this RFQ or developed subsequently during the selection process. Tazewell County expects to use a fixed-price contract with negotiated payment terms. The contract shall not be considered executed unless signed by the authorizing representative of Tazewell County.

8.0 Conflict of Interest

Tazewell County requires consultants to submit a disclosure statement with their procedures. Tazewell County requires the use of IDOT BDE DISC 2 Template as their conflict-of-interest form. The form can be found on IDOT's website on their [Prequalification webpage](#).

9.0 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.

10.0 Schedule

RFQ opens:	Friday, September 18, 2026
Deadline for RFQ questions:	Thursday, October 8, 2026, at 3:30 p.m.
RFQ closes and is due:	Monday, October 12, 2026, at 12:00 p.m.
Subcommittee reviews SOQs:	October 13-16, 2026
Interviews (if needed):	October 19, 2026
Contract Negotiations:	October 20-30, 2026
Committee Approval:	November 10, 2026
Board Approval:	November 18, 2026

11.0 Communication

In order to ensure the integrity of the procurement process and prevent undue influence prior to contract award, Respondents are only authorized to communicate in writing by email, mail, or in-person with the person(s) identified in *Section 2.0 Submittal Procedure* or email address provided for submitting inquires in the *Section 13.0 Questions*.

Respondents shall not, prior to Award, contact or communicate, either verbally or in writing, with any Tazewell County officials, personnel, or consultants for the purpose of discussing the requirements of the consultant procurement documents or the procurement process, other than the methods identified above. Unauthorized communication by a Respondent in violation of the foregoing may be cause for disqualification and/or rejection of the submission.

12.0 Posting

This procurement opportunity is advertised in the Pekin Daily Times and posted on the Tazewell County Highway Department website. Additionally, this solicitation will be sent to consultants that subscribe to Tri-County's procurement email list. The procurement packet, along with any questions received regarding this procurement opportunity, is available on the Tazewell County Highway Department website: <https://tazewell-il.gov/highwaydepartment/highwaydoingbusinesspage/> .

A Respondent who chooses to download a procurement solicitation will be responsible for checking Tazewell County Highway Department's website for clarifications and/or addenda. Failure to obtain clarification and/or addenda from the aforementioned website shall not relieve Respondent from being bound by any additional terms and conditions in the clarifications and/or addenda, or from considering additional information contained therein in preparing a submission.

Please note there may be multiple clarifications and/or addenda. Any harm to the Respondent resulting from such failure shall not be valid grounds for a protest against award(s) made under the solicitation. All Respondents are responsible for obtaining all procurement materials.

13.0 Questions

Inquiries may be submitted via email to dparr@tazewell-il.gov and paugspurger@tazewell-il.gov no later than 3:30 p.m. on Thursday October 8, 2026. Questions should be addressed in writing to the above email addresses; telephone calls will not be accepted. All questions and answers are posted publicly at <https://tazewell-il.gov/highwaydepartment/highwaydoingbusinesspage/> .

14.0 Attachments

The following pages are the attachments identified in this procurement document.

- Attachment I Identification of Projects Table

Name of Project	Client Name	Client Contact	Contact Title	Contact Number	Contact Email	Project Location	Project Type/Description	Key Team Members Involved	Experience for Consultant, Sub-Consultant, or Key Team Member