



**City of East St. Louis, Illinois  
Request for Qualifications (RFQ 25-106)  
Environmental Site Assessment Services**

The City of East St. Louis is seeking qualifications (RFQ) from interested engineering firms (Consultant) to conduct an Environmental Site Assessment for Edgemont Storm Sewer Trunkline Project.

**I. SCOPE**

The goal of this project is to replacement sewer trunk lines and culverts in the Edgemont Neighborhood in the City of East St. Louis, Illinois. The existing sewer trunk line was constructed in the early 1970s or earlier, CESL is planning to replace approximately 8795 lineal feet of sewer trunkline piping with a larger pipeline, to provide sufficient capacity to accommodate anticipated flows and limit the risk of stormwater flooding. The project the city is scoping is for a storm sewer designed to handle a 10-year storm equivalent to 4.5 inches of rain in 24 hours, The project is broken down into two phases for maximized project funding selection.

The Edgemont Target Area Phase 1 project includes the Parkside detention basin located east of North 69th Street and State Street. The trunkline will run parallel to State Street and a section of Eureka Avenue from 69th Street to its termination at 88th Street, covering a total of 6,794 linear feet of work. The cross streets between 69th and 88th along State include 70th, 71st, 72nd, 73rd, 74th, 75th, 76th, Pershing Boulevard, 78th, 79th, 30th, 81st, 82nd, 83rd, 84th, 85th, 86th, and 87th. Phase 2 of the project focuses on the northern section of the proposed Mary/Terrace detention basin, extending to the trunkline termination at 71st Street. This phase includes the cross streets 60th, 69th, and 70th, with a total of 2,001 linear feet of work completed. The characteristics and conditions of each culvert and sewer trunkline were previously identified in the hydrologic and hydraulic (H&H) analysis conducted by the United States Army Corps of Engineers (USACE). This analysis included recommendations for flood mitigation through the installation of the storm sewer trunkline.

The Parkside Detention Basin and Harding Ditch are key features in East St Louis, Illinois, particularly for flood management, The Harding Ditch is a stream mentored by the USGS, with data available since 1978. The Parkside Detention Basin is connected to the Parkside Pump Station, which plays a crucial role in reducing flood risks in the area.

The City of East St Louis is financially distressed and has been determined to be a historically disadvantaged community experiencing burdens resulting from underinvestment in transportation, in the areas Of Climate and Disaster Risk Burden, Environmental Burden, Health Vulnerability, Social Vulnerability, and Transportation. According to the 2020 Census. CESL population is 18469 while the Edgemont Neighborhood encompasses 6344 individuals, using the method outlined in the CDBG-DR application to identify the relevant tract, the project includes Block Group 1 of Census Tract 5013, which has a low-moderate percentage of 93.97%; Block Group 2 of census Tract 5013 with a low-moderate percentage of 83.95%. Block Group 1 of Census Tract 5014 with a low-moderate percentage of 83.95%; and concludes in Block Group 4 of Census Tract 5014, where the low-moderate population percentage is according to the census data.

Each phase involves similar work tasks including conducting an environmental review, increasing storm sewer trunkline, utilizing various materials and methods to ensure compliance with local, state, and federal regulations. This will include the replacement and installation of HDPE pipes of varying diameters, precast concrete manholes, and necessary pavement restoration.

## **Phase I SCOPE OF WORK**

**Location:** From the northeast corner of the proposed Parkside detention basin (69th and State Street to the trunkline termination at 88th Street.

The project encompasses the installation of a storm sewer trunkline extending from the northeast corner of the proposed Parkside detention basin to its termination point at 88th Street. This phase will include the following key elements:

- Installation of HDPE Pipes: The project will utilize high-density polyethylene (HDPE) pipes with diameters ranging from 24 inches to 72 inches to ensure efficient water management and durability.
- Precast Concrete Manholes: Essential precast concrete manholes will be installed at designated points along the trunk to facilitate access for maintenance and inspections.
- Pavement Patching: Following the installation, necessary pavement patching will be performed to restore any disrupted surfaces, ensuring safety and accessibility.
- Compliance: All activities will adhere to local, state, and federal guidelines regarding National Environmental Policy Act (NEPA), State environmental quality regulations, safety, and construction practices.
- Public Involvement: Inform the community about the project and its potential impacts through public meetings of informational sessions that afford channels for public feedback.
- Safety and Environmental Considerations: CESL will implement safety measures to protect workers and the public during construction through environmental planning, and schedule construction activities to minimize noise disturbances.
- Timeline and Milestones: project will require 24 months to complete including: engineering and design, procurement process ensuring 15% for Minority Business Utilization, material purchasing, site preparation and excavation, pipe and manhole installation, pavement restoration, and final inspections and project completion.

## **Phase II: SCOPE OF WORK**

**Location:** From Mary/Terrace detention basin to the trunkline termination at 71st Street.

Phase 2 entails the installation of a storm sewer trunkline extending from the north side of the proposed Mary/Terrace detention basin to its termination point at 71st Street. Key components of this phase include:

- Installation of HDPE Pipe: The project will feature the installation of high-density polyethylene (HDPE) pipe with a diameter of 60 inches, ensuring robust performance in managing stormwater.
- Precast Concrete Manholes: Strategically placed precast concrete manholes will be installed to provide access for maintenance and ensure effective operation of the sewer system.
- Pavement Patching: After the trunkline installation, pavement patching will be carried out to restore any affected surfaces, maintaining safety and functionality.
- Compliance: All activities will adhere to local, state, and federal guidelines regarding National Environmental Policy Act (NEPA), State environmental quality regulations, safety, and construction practices.

- **Public Involvement:** The Community about the project and its potential impacts through public meetings or informational sessions that afford channels for public feedback.
- **Safety and Environmental Considerations:** CESL will implement safety measures to protect workers and the public during construction through environmental planning, and schedule construction activities to minimize noise disturbances.
- **Timeline and Milestones:** Project will require 24 months to complete including: Engineering and Design, procurement process ensuring for Minority Business Utilization, material purchasing, site preparation and excavation pipe and manhole installation, pavement restoration, and final inspections and project completion.

The successful installation of the 60" HDPE pipe, along with associated appurtenant work is critical for the effective operation of the storm sewer trunkline. Attention to detail during excavation, installation and restoration will help ensure a durable and functional drainage system that meets regulatory standards.

**General Requirements:**

**Must be registered in SAM and provide UEI number and Duns Number**

A Proposer may be an individual or a business corporation, partnership, firm, joint venture or other legal entity duly organized and authorized to do business in the City of East St. Louis, financially sound and able to provide the services being procured by the city.

If a Proposer has been debarred, suspended, or otherwise lawfully precluded from participating in any public procurement activity, such firm shall disclose that information in its proposal and such information may be sufficient grounds for disqualification. If the selected firm fails to disclose such information and the city of East St. Louis discovers it thereafter, then the city may terminate the contract.

Each Proposer must be in good standing with any Federal, State or Municipality which currently has or has previously had a contracting relationship with the Proposer. If a Federal, State or Municipal entity has terminated any contract with a Proposer for deficiencies or defaults, that proposer must disclose this information as part of its proposal.

Proposer must have and maintain all necessary insurance to cover malpractice, general liability, auto, umbrella insurance, workers' compensation and submit proof of coverage upon selection as vendor.

**Services shall include:**

**I. A Phase I Environmental Site Assessment, Report, and Coordination:**

- A Phase I Environmental Site Assessment prepared in accordance with ASTM E-1527- 21A or based on the latest applicable standard.
- A Phase I Site Assessment Report which shall indicate if remediation or further testing is required and include a cost estimate for remediation in the executive summary of the report.
- All environmental sampling shall be performed by certified personnel and all testing shall be done by an accredited testing laboratory. All test results that are above the "action level" shall be clearly identified.

The Consultant will also be asked to furnish approved personnel to provide complete sets of plans and specifications and act as Resident Engineer/Technician on various projects. The Consultant will be required to perform on-site inspection, interviews, verification of contractor staking, maintain documentation, and any other duties that would be required by the Resident Engineer/Technician to complete these projects on a timely basis and in accordance with the Specifications and Guidelines.

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 subconsultant(s) will disclose all current relationships with contractors.

The Consultant must complete and submit final measurements, calculations, field books and all other contract record documents to the department no later than 30 days after final inspection of the project. The completion date for this contract will be 24 months after authorization to proceed.

### **III. INSTRUCTIONS TO PROPOSERS**

A. All responses shall be sent to the: City of East St. Louis

**ATTN: City Clerk, Debra Hamilton-Tidwell  
301 River Park Drive, 1<sup>st</sup> Floor  
East St. Louis, IL 62201**

B. Please submit three copies of your RFQ in a sealed envelope.

C. Qualifications should be prepared simply and economically, providing a straightforward concise description of provider capabilities to satisfy the requirements of the request. No more than 10 pages including relevant project experience and resumes of key personnel.

D. All proposals will be due to the City of East St. Louis, Attention Debra Hamilton-Tidwell, by Friday, June 27, 2025, no later than 10:00 a.m.

### **IV. SELECTION CRITERIA**

The RFQ's and/or proposals will be evaluated on the following criteria:

A. Experience with items to be used during implementation and construction. A list of similar, past projects shall be submitted. Copies of License. **(20 points)**

B. Firm's proximity to the project site and familiarity with the project area. **(25 points)**

C. Knowledge and understanding of CDBG projects and IDOT's Standard Specifications for Highway Construction, IDOT Construction Manual, and CDBG required inspection/administrative forms. **(25 points)**

D. Engineering Services including plans and specification and construction management plan with list of key personnel for this project and their IDOT certifications. **(30 points)**

The following statements shall also be provided for evaluation (although the following items do not have an assigned point total, all will be considered in the selection process):

E. Statement of professional standing including any pending controversies. If none exist, such a statement should be made.

#### **V. TERMS AND CONDITIONS**

A. The City reserves the right to reject any and all responses, and to waive minor irregularities in any RFQ/proposal.

B. The City reserves the right to request clarification of information submitted and to request additional information from any firm.

C. The City reserves the right to award any contract to the next most qualified firm if the successful firm does not execute a contract within fifteen days of award.

D. The City encourages minority and women-owned firms to submit qualifications consistent with the City's policy to ensure that these same firms are afforded the maximum practicable opportunity to compete for and obtain public contracts for services.



CITY OF EAST ST. LOUIS PURCHASING DEPARTMENT  
301 River Park Drive, 3<sup>rd</sup> Floor  
East St. Louis, Illinois 62201  
Phone: 618-482-6713  
Fax: 618-482-6648

## City of East St. Louis Vendor Information Request Form

When checking authenticity of vendor, follow the following steps.

- If vendor is an IL Corp or LLC go to <http://www.ilsos.gov/corporatello/> or if Corp or LLC from another state call that state's Secretary of State
- If vendor is a LP call 217-782-6961 (ext. 7737)
- If vendor is general partnership or sole proprietor call the county clerk at 277-6600 ext 2373 Yolanda Hughes
- If the is general partnership or sole proprietorship is not registered with St. Clair County then call regulatory affairs.

**INSTRUCTIONS:** Please type or print clearly. If any item is not applicable, insert N/A. (F.E.I.N. OR SOCIAL SECURITY NUMBER IS REQUIRED.) To ensure prompt payment, please forward any changes to your vendor the information to the City of East St. Louis Purchasing Department.

FEIN NUMBER/SOCIAL SECURITY NUMBER	DATE OF THIS APPLICATION	1099 VENDOR <input type="checkbox"/> MISC <input type="checkbox"/> G <input type="checkbox"/> INT <input type="checkbox"/> NONE
BUSINESS NAME	TELEPHONE NUMBER ( )	FAX NUMBER ( )
TYPE OF ORGANIZATION (CHECK ONE)	YEAR ESTABLISHED	NUMBER OF EMPLOYEES
<input type="checkbox"/> INDIVIDUAL/SOLE PROPRIETOR (I) <input type="checkbox"/> GENERAL PARTNERSHIP (GP) <input type="checkbox"/> CORPORATION (C) <input type="checkbox"/> LIMITED LIABILITY PARTNERSHIP (LLP) <input type="checkbox"/> EMPLOYEE (E) <input type="checkbox"/> LIMITED PARTNERSHIP (LP) <input type="checkbox"/> OTHER: _____		
Do you claim Disadvantaged Business Enterprise Status? <input type="checkbox"/> Yes <input type="checkbox"/> No (Check appropriate box(es) if applicable) <input type="checkbox"/> Small Business Enterprise <input type="checkbox"/> Minority Business Enterprise <input type="checkbox"/> Women Business Enterprise <input type="checkbox"/> Disabled Business Enterprise		

INSERT THE MERCHANDISE OR SERVICE YOU WISH TO PROVIDE.

ORGANIZATIONAL ADDRESS STREET	ADDRESS TO WHICH PAYMENTS OR REMITTANCES ARE TO BE MAILED STREET
CITY STATE ZIP	CITY STATE ZIP
<<< CONTACT NAMES >>>	
SALES	( )
SERVICE	( )

This application must be signed by a ranking officer of the company. Show additional principals or agents separately. The undersigned certifies that information provided on this application is correct and complete. Submittal of false information will be grounds for the rejection of this application, removal from all Vendor lists and the cancellation of any contract without penalty to the City of East St. Louis.

NAME OF PRINCIPAL	TITLE
PRINCIPAL'S SIGNATURE	DATE

FOR USE BY THE CITY OF EAST ST. LOUIS GOVERNMENT ONLY

If this form is facilitated with a City department please provide the name of the Department and facilitator

VENDOR CODE:	APPROVED BY:	DATE:
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# Request for Taxpayer Identification Number and Certification

Go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9) for instructions and the latest information.

Give form to the requester. Do not send to the IRS.

Before you begin. For guidance related to the purpose of Form W-9, see *Purpose of Form*, below.

Print or type. See Specific Instructions on page 3.	1 Name of entity/individual. An entry is required. (For a sole proprietor or disregarded entity, enter the owner's name on line 1, and enter the business/disregarded entity's name on line 2.)					
	2 Business name/disregarded entity name, if different from above.					
	3a Check the appropriate box for federal tax classification of the entity/individual whose name is entered on line 1. Check only one of the following seven boxes.					
	<input type="checkbox"/> Individual/sole proprietor <input type="checkbox"/> C corporation <input type="checkbox"/> S corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate					
	<input type="checkbox"/> LLC. Enter the tax classification (C = C corporation, S = S corporation, P = Partnership)					
	Note: Check the "LLC" box above and, in the entry space, enter the appropriate code (C, S, or P) for the tax classification of the LLC, unless it is a disregarded entity. A disregarded entity should instead check the appropriate box for the tax classification of its owner.					
	<input type="checkbox"/> Other (see instructions)					
	3b If on line 3a you checked "Partnership" or "Trust/estate," or checked "LLC" and entered "P" as its tax classification, and you are providing this form to a partnership, trust, or estate in which you have an ownership interest, check this box if you have any foreign partners, owners, or beneficiaries. See instructions.	<input type="checkbox"/>				
5 Address (number, street, and apt. or suite no.). See instructions.	Requester's name and address (optional)					
6 City, state, and ZIP code						
7 List account number(s) here (optional)						

## Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. See also *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number		
<input type="text"/>	<input type="text"/>	<input type="text"/>
-    -    -		
or		
Employer identification number		
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>

## Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

**Certification Instructions.** You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and, generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here	Signature of U.S. person	Date
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## General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

**Future developments.** For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9).

## What's New

Line 3a has been modified to clarify how a disregarded entity completes this line. An LLC that is a disregarded entity should check the appropriate box for the tax classification of its owner. Otherwise, it should check the "LLC" box and enter its appropriate tax classification.

New line 3b has been added to this form. A flow-through entity is required to complete this line to indicate that it has direct or indirect foreign partners, owners, or beneficiaries when it provides the Form W-9 to another flow-through entity in which it has an ownership interest. This change is intended to provide a flow-through entity with information regarding the status of its indirect foreign partners, owners, or beneficiaries, so that it can satisfy any applicable reporting requirements. For example, a partnership that has any indirect foreign partners may be required to complete Schedules K-2 and K-3. See the Partnership Instructions for Schedules K-2 and K-3 (Form 1065).

## Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS is giving you this form because they