

Request for Statement of Interest (SOI)
Kane County Division of Transportation (KDOT)
On-Call Architectural Services

The Kane County Division of Transportation is in need of professional services from a qualified consulting firm to provide On-Call Architectural Services to redesign office space for a portion of the existing Building A located at 41W011 Burlington Road, St. Charles, IL.

At this time the County anticipates starting the study in February 2018 with a duration of 12 months or less.

The 2–page Statement of Interest document shall be submitted electronically via KDOT QBS no later than 4:00 pm on December 8, 2017. If you plan to enter into a joint venture with another firm for this project please note this on your Statement of Interest, including the name of the firm you are entering into a joint venture with for this project. The Short-listed firms will be posted on our Consultant Selection Summary Table website at <http://www.co.kane.il.us/dot/SOISummary.aspx>.

Any new firm interested in doing work with the Kane County in regards to this or any other future professional service, must first submit their Prequalification Document to Kane County by following the instructions found at <http://kdot.countyofkane.org/Shared%20Documents/QBS.pdf>. The prequalification document will be reviewed and approved in a short period of time, if the appropriate documentation was provided. Each firm must first be prequalified in order to electronically submit their Statement of Interest via KDOT QBS no later than the deadline described above.

More information regarding our Qualifications Based Selection process may be found at <http://www.co.kane.il.us/dot/consultant.aspx>.

Firms interested in providing services to Kane County are hereby notified of the Kane County's Ethics Ordinance No. 10-206, in particular, Section 10, page 15. Only the firm that is ultimately selected for these professional services will be required to provide the Ethic Ordinance information directly to the Kane County Division of Transportation as part of the consultant services agreement. The complete Ethics Ordinance No. 10-206 document is available online at the following link <http://www.countyofkane.org/Documents/Department%20of%20Human%20Resources%20Management/Ethics%20Ordinance.pdf>.

A Statement of Interest (SOI) received after the above noted deadline will not be used as part of our consultant selection process. At this time, Kane County is anticipating that phone interviews will be conducted with the short-listed firms.

Please refer to the following Project Description for more information on this project.

PROJECT DESCRIPTION

The work will primarily consist of preparation of architectural drawings and construction documents for a redesign of approximately 1,700 square feet of existing office space to accommodate existing and additional work spaces which may include removing walls/doors and adding additional windows. Scope of services will include, but are not limited to:

- Measurement of existing conditions
- Review of office requirements with KDOT staff
- Concept designs for review and approval by KDOT
- CADD drawings of new floor plan may include, but not necessarily limited to: electrical, low-voltage wiring (data/network), HVAC, furniture, lighting, wall and window layout
- Construction Documents
- Other services customarily furnished by an Architect on similar projects.

CONTACT INFORMATION

Any questions regarding the requested services should be directed to Heidi Files, Deputy Chief of Staff, at (630) 406-7308 or by email at filesheidi@co.kane.il.us. Any questions regarding the Qualifications Based Selection Process should be directed to Steve Coffinbargar, Assistant Director of Implementation, at (630) 406-7170 or by email at coffinbargarsteve@co.kane.il.us.