

Request for Proposal ("RFP")

RFP for Bridge Design Engineering Services Projects 1 through 9

- Category 2: Typical highway Bridges (Project 1 and 2)**
- Category 3: Advanced Typical Highway Bridges (Project 3)**
- Category 4: Complex Highway Bridges (Project 4)**
- Category 6: Moveable Bridges (Project 5, 6, 7, 8, and 9)**

Requisition No.: 57185
Specification No.: 94825

Required for use by:
CITY OF CHICAGO
(Department of Transportation)

Issued by:
CITY OF CHICAGO
(Department of Procurement Services)

**ONE (1) ORIGINAL AND TWO (2) COPIES
OF THE RESPONSE TO BE SUBMITTED**

All of the responses must be addressed and returned to:

Jamie L. Rhee, Chief Procurement Officer
Department of Procurement Services
City Hall-Bid & Bond-Room 301
121 N. LaSalle Street
Chicago, Illinois 60602

**Responses must be received no later than 4:00 p.m. Chicago Time, on
Monday, August 22, 2011**

Responses must be submitted in sealed envelope(s) or packages(s). The outside of the package or envelope must clearly indicate the name, "**RFP for Bridge Design Engineering Services, Category 2, 3, 4 and 6, Specific Projects**" the specification number and the time and the date specified for receipt. The name and address of the Proposer must also be clearly printed on the outside of the envelope(s) or package(s).

RAHM EMANUEL
MAYOR

JAMIE L. RHEE
CHIEF PROCUREMENT OFFICER

Renee Milton, Contract Negotiator (312) 744-8706

RFP for Bridge Design Engineering Services Projects 1 through 9

GENERAL INVITATION

The City of Chicago invites the submission of responses for **RFP for Bridge Design Engineering Services: Category 2 – Typical Highway Bridges, Category 3 – Advanced Typical Highway Bridges, Category 4 – Complex Highway Bridges and Category 6 – Movable Bridges for the City of Chicago, Department of Transportation ("CDOT")**. If your firm has demonstrated experience in the Project Category specified in the Scope of Services, and you are interested in making your services available to the City of Chicago, you are requested to respond to this "Request for Proposal."

Respondents submitting a proposal in response to this RFP must be currently pre-qualified in the applicable Project Category or must submit a Pre-Qualification Submittal to the City prior to the proposal due date of this RFP. The Pre-Qualification RFQ is a separate document available in the Bid & Bond Room.

One Original and 2 copies of the response must be signed by an authorized representative, enclosed in sealed envelope(s) or package(s), addressed and submitted to the Office of the Chief Procurement Officer, Bid & Bond, Room 301, 121 North LaSalle Street, City Hall, Chicago, Illinois 60602; if hand carried, place in the depository located in the Bid & Bond Room at City Hall, Room 301 by **4:00 P.M., Chicago Time on Monday, August 22, 2011**. Copy 1 of 3 must be marked **ORIGINAL**. The outside of each envelope or package must be labeled:

RFP for Categories 2, 3, 4, and 6 – Bridge Design Engineering Services Specification No.: 94825

Important Note: The City of Chicago accepts no responsibility for the timely delivery of materials, and Respondents are solely responsible for acquiring necessary information, addenda and/or materials.

CAUTION: LATE SUBMITTALS - When responses are delivered by mail or messenger to the Chief Procurement Officer, the Respondent is responsible for their delivery **BEFORE** the due date and time. If delivery is delayed beyond the date and hour set for the receipt, responses so delayed will not be considered and will be returned unopened at the expense of the Respondent.

Any false statement(s) made by the Respondent(s) will void the response and eliminate the Respondent(s) from further consideration.

For procurement information, contact Renee Milton at (312) 744-8706.

For Request for Proposal ("RFP") document, call Bid & Bond at (312) 744-9773.

The City of Chicago, Directory of Certified Minority Business Enterprises and Women Business Enterprises and Disadvantaged Business Enterprises is available in the Bid & Bond Room, Room 301, City Hall, 121 North LaSalle Street, Chicago, Illinois 60602 or call (312) 744-9773.

COLLECT CALLS NOT ACCEPTED

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I. INTRODUCTION & GENERAL INFORMATION

A. INTRODUCTION

The Chicago Department of Transportation (“CDOT”), Division of Engineering seeks proposals from Design Consultant (“DC”) firms to prepare preliminary and final design documents for various bridge projects, as described in the Scope of Services.

CDOT Designated Project Managers will be the point of contact for the Consultants. CDOT project managers will monitor progress of the services, oversee schedule and budget allowances and provide guidance, and support to DC to ensure successful implementation of projects. It is estimated that Phase I Engineering should be completed 24 months from Notice to Proceed, and Phase II Engineering Services should be completed 24 months from Notice to Proceed.

The services contemplated are professional in nature. It is understood that the selected Respondent(s) acting as an individual, partnership, corporation or other legal entity, will be of professional status, licensed to perform in the State of Illinois and licensed for all applicable professional discipline(s) requiring licensing and will be governed by the professional ethics in its relationship to the City. It is also understood that all reports, information, or data prepared or assembled by the Respondent(s) will be confidential in nature and will not be made available to any individual or organization, except the City, without the prior written approval of the City.

The Respondent(s) must be financially solvent and each of its members if a joint venture, its employees, agents or sub-consultants of any tier shall be competent to perform the Services required under this RFP document.

B. GENERAL INFORMATION

1. Project Specific Services

Nine specific Projects are included in this RFP with a defined scope of services. Respondent(s) may submit a proposal for one or more projects as specified in the Proposal Submittal Requirements of this RFP.

2. Pre-Qualification

A current Pre-Qualification status is required in the Project Categories for which the Respondent is proposing. Respondents submitting a proposal in response to this RFP must be currently pre-qualified in the applicable Project Category or must submit an RFQ Submittal for Pre-Qualification to the City prior to the proposal due date of this RFP. The Pre-Qualification RFQ is a separate document (Spec No. BRDG-2007) available in the Bid & Bond Room.

3. Protests

The Respondent must submit any protests or claims regarding this solicitation to the office of the City's Chief Procurement Officer located at City Hall, Room 403, 121 N. LaSalle Street, Chicago Illinois 60602. A pre-submittal protest must be filed no later than 5 days before the due date of this RFP. A pre-award protest must be filed no later than 10 days after the due date, and a post-award protest must be filed no later than 10 days after the award of the contract.

All protests and claims must set forth the name and address of the protester, the requisition number, the grounds for the protest or claim and the course of action that the protesting party desires that the Chief Procurement Officer take. Copies of the Protest Procedures are available in the Bid & Bond Room.

I. DETAILED PROJECT SCOPE OF SERVICES

Project List

RFP for Bridge Design Engineering Services:

Category 2 – Typical Highway Bridges

Project 1: South Water St. Viaduct, Stetson Ave to Beaubien Ct.

Project 2: Columbia Drive over the Jackson Park Lagoon

Category 3 – Advanced Typical Highway Bridges

Project 3: Harrison Street Viaduct West of the Chicago River

Category 4 – Complex Highway Bridges

Project 4: Canal Street Viaducts, Madison St. to Taylor St.

Category 6 – Movable Bridges

Project 5: LaSalle Street Bridge over the Main Branch Chicago River

Project 6: Van Buren Street Bridge over the South Branch Chicago River

Project 7: Grand Avenue Bridge over the North Branch Chicago River

Project 8: Cortland Street Bridge over the North Branch Chicago River

Project 9: Webster Street Bridge over the North Branch Chicago River

Bridge Design Engineering Services

Category 2 – Typical Highway Bridges

Project 1: South Water St. Viaduct / Stetson Ave to Beaubien Ct.

CDOT seeks Phase I & II design engineering services for the rehabilitation of this structure. The viaduct (016-6146) is a 12 span rigid concrete structure supported by concrete columns and piers. The structure has an overall length of 364 feet and an overall deck width of 87 feet. The roadway carries three lanes of traffic in each direction. The condition of the structure is poor. The project will be administered by the CDOT Division of Engineering and requires DBE participation.

The Phase I preliminary engineering services for this viaduct includes the preparation and approval of all preliminary engineering documents required by the Federal Highway Administration (FHWA) and the Illinois Department of Transportation (IDOT) including but not limited to a Project Development Report and TS&L Plans. As part of the Project Development Report, the DC must determine if reconstruction of the bridge is justified and required, and develop design documents for the appropriate alternative.

The Phase II design engineering will consist of the preparation of the construction contract document including but not limited to the final plans, specifications and estimates. Also included in Phase II services is review of construction shop drawings and resolution of design issues.

The following scope of work for this project may include:

1. Inspection of the Existing Structure and Site Survey
2. Environmental and Structural Assessments
3. Preparation of Applicable Local, State, and Federal Permits
4. Geometric Assessment including Intersection Studies
5. Drainage Analysis and Improvements
6. ROW Documents as Needed
7. Coordination with Adjacent Property Owners and Community Outreach
8. Street Lighting Improvements
9. Utility Coordination
10. Preparation of Construction Staging and Traffic Control
11. The Civil, Structural, Architectural and Electrical Design Services pursuant to Completion of the Final Design

Category 2 – Typical Highway Bridges

Project 2: Columbia Drive over the Jackson Park Lagoon

CDOT seeks Phase I & II design engineering services for the rehabilitation of this structure. The bridge (016-6194) is a single span steel multi-stringer structure supporting a reinforced concrete ribbed deck with bituminous overlay. The bridge has an overall length of 130 feet and a deck

width of approximately 60 feet. The bridge was built in 1895. The condition of the structure is poor. The project will be administered by the CDOT Division of Engineering and requires DBE participation.

The Phase I preliminary engineering services for this viaduct includes the preparation and approval of all preliminary engineering documents required by the Federal Highway Administration (FHWA) and the Illinois Department of Transportation (IDOT) including but not limited to a Project Development Report and TS&L Plans. As part of the Project Development Report, the DC must determine if reconstruction of the bridge is justified and required, and develop design documents for the appropriate alternative.

The Phase II design engineering will consist of the preparation of the construction contract document including but not limited to the final plans, specifications and estimates. Also included in Phase II services is review of construction shop drawings and resolution of design issues.

The following scope of work for this project may include:

1. Inspection of the Existing Structure and Site Survey
2. Environmental and Structural Assessments
3. Preparation of Applicable Local, State, and Federal Permits
4. Geometric Assessment including Intersection Studies
5. Drainage Analysis and Improvements
6. ROW Documents as Needed
7. Coordination with Adjacent Property Owners and Community Outreach
8. Street Lighting Improvements
9. Utility Coordination
10. Preparation of Construction Staging and Traffic Control
11. The Civil, Structural, Architectural and Electrical Design Services pursuant to Completion of the Final Design

Category 3 – Advanced Typical Highway Bridges

Project 3: Harrison Street Viaduct West of the Chicago River

CDOT seeks Phase I & II design engineering services for the rehabilitation of this structure. The bridge (016-6262) is a 22 span structure consisting of a concrete slab supported on steel stringers. The substructure consists of riveted built-up steel columns filled and encased with concrete and a reinforced concrete abutment. The overall structure length is approximately 776 feet and the overall deck width is 66 feet. Bent 1 and the east side of Span 1 are located inside the bascule bridge house. The west side of Span 1, and Spans 2 through 5, are located in the Post Office yard. The Post Office facility is located under Spans 6 through 10. Spans 11 through 22 are located over Union Station railroad tracks and adjacent property. The structure is rated in

serious condition. The project will be administered by the CDOT Division of Engineering and requires DBE participation.

The Phase I preliminary engineering services for this viaduct includes the preparation and approval of all preliminary engineering documents required by the Federal Highway Administration (FHWA) and the Illinois Department of Transportation (IDOT) including but not limited to a Project Development Report and TS&L Plans. As part of the Project Development Report, the DC must determine if reconstruction of the viaduct is justified and required, and develop design documents for the appropriate alternative.

The Phase II design engineering will consist of the preparation of the construction contract document including but not limited to the final plans, specifications and estimates. Also included in Phase II services is review of construction shop drawings and resolution of design issues.

The following scope of work for this project may include:

1. Inspection of the Existing Structure and Site Survey
2. Environmental and Structural Assessments
3. Preparation of Applicable Local, State, and Federal Permits
4. Geometric Assessment including Intersection Studies
5. Drainage Analysis and Improvements
6. ROW Documents as Needed
7. Coordination with Adjacent Property Owners and Community Outreach
8. Street Lighting Improvements
9. Utility Coordination
10. Preparation of Construction Staging and Traffic Control
11. The Civil, Structural, Architectural and Electrical Design Services pursuant to Completion of the Final Design

Category 4 – Complex Highway Bridges

Project 4: Canal Street Viaducts / Taylor St. to Madison St.

CDOT seeks Phase I design engineering services for the rehabilitation of these 4 structures.

Canal St. – Madison St. to Adams St.: The viaduct (016-6516) is a 23 span multi-girder/floorbeam structure supporting a reinforced concrete deck with a bituminous overlay. The structure has an overall length of 851 feet and a 50 foot wide deck. The structure is rated in poor condition.

Canal St. – Adams St. to Jackson Blvd.: The viaduct (016-6515) is a 13 span steel multi-stringer-girder structure supporting a reinforced concrete deck with bituminous overlay, and two

sidewalks. The structure spans over Union Station facilities. The structure has an overall length of 397 feet and a 100 foot wide deck. The structure is rated in poor condition.

Canal St. – Jackson Blvd. to Harrison St.: The viaduct (016-6514) is a 41 span multi-girder/floorbeam structure supporting a reinforced concrete deck with bituminous overlay. The structure has an overall length of 1325 feet and a 50 foot wide deck. The structure is rated in poor condition.

Canal St. – Harrison St. to Taylor St.: The viaduct (016-6261) is an 8-block (69 span) reinforced concrete two way deck slab spanning between reinforced concrete columns with drop panels. The structure has an overall length of 1570 feet and a deck width of 100 feet. The structure is rated in serious condition.

The project will be administered by the CDOT Division of Engineering and requires DBE participation.

The Phase I preliminary engineering services for this viaduct includes the preparation and approval of all preliminary engineering documents required by the Federal Highway Administration (FHWA) and the Illinois Department of Transportation (IDOT) including but not limited to a Project Development Report and TS&L Plans. As part of the Project Development Report, the DC must determine if reconstruction of the viaducts is justified and required, and develop design documents for the appropriate alternative..

The following scope of work for this project may include:

1. Inspection of the Existing Structures and Site Survey
2. Environmental and Structural Assessments
3. Preparation of Applicable Local, State, and Federal Permits
4. Geometric Assessment including Intersection Studies
5. Drainage Analysis and Improvements
6. ROW Documents as Needed
7. Coordination with Adjacent Property Owners and Community Outreach
8. Street Lighting Improvements
9. Utility Coordination
10. Preparation of Construction Staging and Traffic Control
11. The Civil, Structural, Architectural, Mechanical, and Electrical Design Services pursuant to Completion of the Phase I Design

Category 6 – Movable Bridges

Project 5: LaSalle Street Bridge over the Main Branch Chicago River

CDOT seeks Phase I & II design engineering services for the rehabilitation of this structure and the north approach viaduct. The structure (016-6032) is a double leaf, trunion type bascule bridge. The structure has an overall length of 347 feet and a deck width of 86 feet. The bridge is operable. The structure is rated in poor condition.

The north approach viaduct (016-6119) is a 13 span structure comprised of concrete encased steel girders and floor beams supported on concrete encased steel columns. The system supports a reinforced concrete deck with bituminous overlay and two sidewalks. The bridge has an overall length of 350 feet and an overall width of 120 feet. The structure is rated in fair condition.

The project will be administered by the CDOT Division of Engineering and requires DBE participation.

The Phase I preliminary engineering services for the rehabilitation of this bridge includes the preparation and approval of all preliminary engineering documents required by the Federal Highway Administration (FHWA) and the Illinois Department of Transportation (IDOT) including but not limited to a Project Development Report and TS&L Plans.

The Phase II design engineering will consist of the preparation of the construction contract document including but not limited to the final plans, specifications and estimates. Also included in Phase II services is review of construction shop drawings and resolution of design inquiries.

The following scope of work for this project may include:

1. Inspection of the Existing Structures and Site Survey
2. Environmental and Structural Assessments
3. Preparation of Applicable Local, State, and Federal Permits
4. Geometric Assessment including Intersection Studies
5. Drainage Analysis and Improvements
6. Coordination with Adjacent Property Owners and Community Outreach
7. Street Lighting Improvements
8. Utility Coordination
9. Rehabilitation of the Movable and Fixed Deck, Superstructure and Substructure
10. Rehabilitation of Architectural Elements of Bridge Houses including Stonework, Windows, Doors, Heating and Plumbing Systems, Roofing and Flashing, etc
11. Rehabilitation and/or Replacement of Electrical and Mechanical Systems
12. Preparation of Construction Staging and Traffic Control
13. Coordination with Coast Guard and U.S. Army Corps of Engineers
14. The Civil, Structural, Architectural, Mechanical and Electrical Design Services Pursuant to Completion of the Phase II Design

Category 6 – Movable Bridges

Project 6: Van Buren Street Bridge over the South Branch Chicago River

CDOT seeks Phase I & II design engineering services for the rehabilitation of this structure. The structure (016-6051) is a double-leaf, trunion type Bascule Bridge. The structure has an overall length of 267 feet, a roadway width of 44 feet and an out to out deck width of 69 feet. The bridge is operable. The structure is rated in serious condition. The project will be administered by the CDOT Division of Engineering and requires DBE participation.

The Phase I preliminary engineering services for the rehabilitation of this bridge includes the preparation and approval of all preliminary engineering documents required by the Federal Highway Administration (FHWA) and the Illinois Department of Transportation (IDOT) including but not limited to a Project Development Report and TS&L Plans.

The Phase II design engineering will consist of the preparation of the construction contract document including but not limited to the final plans, specifications and estimates. Also included in Phase II services is review of construction shop drawings and resolution of design issues.

The following scope of work for this project may include:

1. Inspection of the Existing Structures and Site Survey
2. Environmental and Structural Assessments
3. Preparation of Applicable Local, State, and Federal Permits
4. Geometric Assessment including Intersection Studies
5. Drainage Analysis and Improvements
6. Coordination with Adjacent Property Owners and Community Outreach
7. Street Lighting Improvements
8. Utility Coordination
9. Rehabilitation of the Movable and Fixed Deck, Superstructure and Substructure
10. Rehabilitation of Architectural Elements of Bridge Houses including Stonework, Windows, Doors, Heating and Plumbing Systems, Roofing and Flashing, etc
11. Rehabilitation and/or Replacement of Electrical and Mechanical Systems
12. Preparation of Construction Staging and Traffic Control
13. Coordination with Coast Guard and U.S. Army Corps of Engineers
14. The Civil, Structural, Architectural, Mechanical and Electrical Design Services Pursuant to Completion of the Phase II Design

Category 6 – Movable Bridges

Project 7: Grand Avenue Bridge over the North Branch Chicago River

CDOT seeks Phase I & II design engineering services for the rehabilitation of this structure. The structure (016-6021) is a double-leaf, trunion type Bascule Bridge. The structure has an overall length of 270 feet and a deck width of 60 feet. The bridge is operable. The structure is rated in poor condition. The project will be administered by the CDOT Division of Engineering and requires DBE participation.

The Phase I preliminary engineering services for the rehabilitation of this bridge includes the preparation and approval of all preliminary engineering documents required by the Federal Highway Administration (FHWA) and the Illinois Department of Transportation (IDOT) including but not limited to a Project Development Report and TS&L Plans.

The Phase II design engineering will consist of the preparation of the construction contract document including but not limited to the final plans, specifications and estimates. Also included in Phase II services is review of construction shop drawings and resolution of design issues.

The following scope of work for this project may include:

1. Inspection of the Existing Structures and Site Survey
2. Environmental and Structural Assessments
3. Preparation of Applicable Local, State, and Federal Permits
4. Geometric Assessment including Intersection Studies
5. Drainage Analysis and Improvements
6. Coordination with Adjacent Property Owners and Community Outreach
7. Street Lighting Improvements
8. Utility Coordination
9. Rehabilitation of the Movable and Fixed Deck, Superstructure and Substructure
10. Rehabilitation of Architectural Elements of Bridge Houses including Stonework, Windows, Doors, Heating and Plumbing Systems, Roofing and Flashing, etc
11. Rehabilitation and/or Replacement of Electrical and Mechanical Systems
12. Preparation of Construction Staging and Traffic Control
13. Coordination with Coast Guard and U.S. Army Corps of Engineers
14. The Civil, Structural, Architectural, Mechanical and Electrical Design Services Pursuant to Completion of the Phase II Design

Category 6 – Movable Bridges

Project 8: Cortland Street Bridge over the North Branch Chicago River

CDOT seeks Phase I & II design engineering services for the rehabilitation of this structure. The structure (016-6011) is a double leaf, trunion type Bascule Bridge. The structure has an overall length of 217 feet and a deck width of 36 feet. The bridge is inoperable. The structure is rated in poor condition. The project will be administered by the CDOT Division of Engineering and requires DBE participation.

The Phase I preliminary engineering services for the rehabilitation of this bridge includes the preparation and approval of all preliminary engineering documents required by the Federal Highway Administration (FHWA) and the Illinois Department of Transportation (IDOT) including but not limited to a Project Development Report and TS&L Plans.

The Phase II design engineering will consist of the preparation of the construction contract document including but not limited to the final plans, specifications and estimates. Also included in Phase II services is review of construction shop drawings and resolution of design issues.

The following scope of work for this project may include:

1. Inspection of the Existing Structures and Site Survey
2. Environmental and Structural Assessments
3. Preparation of Applicable Local, State, and Federal Permits
4. Geometric Assessment including Intersection Studies
5. Drainage Analysis and Improvements
6. Coordination with Adjacent Property Owners and Community Outreach
7. Street Lighting Improvements
8. Utility Coordination
9. Rehabilitation of the Movable and Fixed Deck, Superstructure and Substructure
10. Rehabilitation of Architectural Elements of Bridge Houses including Windows, Doors, Heating and Plumbing Systems, Roofing and Flashing, etc
11. Preparation of Construction Staging and Traffic Control
12. Coordination with Coast Guard and U.S. Army Corps of Engineers
13. The Civil, Structural, Architectural and Electrical Design Services Pursuant to Completion of the Phase II Design

Category 6 – Movable Bridges

Project 9: Webster Street Bridge over the North Branch Chicago River

CDOT seeks Phase I & II design engineering services for the rehabilitation of this structure. The structure (016-6057) is a double leaf, trunion type Bascule Bridge. The structure has an overall length of 287 feet and a deck width of 60 feet. The bridge is inoperable. The structure is rated in poor condition. The project will be administered by the CDOT Division of Engineering and requires DBE participation.

The Phase I preliminary engineering services for the rehabilitation of this bridge includes the preparation and approval of all preliminary engineering documents required by the Federal Highway Administration (FHWA) and the Illinois Department of Transportation (IDOT) including but not limited to a Project Development Report and TS&L Plans.

The Phase II design engineering will consist of the preparation of the construction contract document including but not limited to the final plans, specifications and estimates. Also included in Phase II services is review of construction shop drawings and resolution of design inquiries.

The following scope of work for this project may include:

1. Inspection of the Existing Structures and Site Survey
2. Environmental and Structural Assessments
3. Preparation of Applicable Local, State, and Federal Permits
4. Geometric Assessment including Intersection Studies
5. Drainage Analysis and Improvements
6. Coordination with Adjacent Property Owners and Community Outreach
7. Street Lighting Improvements
8. Utility Coordination
9. Rehabilitation of the Movable and Fixed Deck, Superstructure and Substructure
10. Rehabilitation of Architectural Elements of Bridge Houses including Stonework, Windows, Doors, Heating and Plumbing Systems, Roofing and Flashing, etc
11. Preparation of Construction Staging and Traffic Control
12. Coordination with Coast Guard and U.S. Army Corps of Engineers
13. The Civil, Structural, Architectural and Electrical Design Services Pursuant to Completion of the Phase II Design

III. PROPOSAL SUBMITTAL REQUIREMENTS

1. **Downloadable Document.** Proposers that download a proposal from the City of Chicago's website: <http://egov.cityofchicago.org/procurement>, instead of obtaining the hard copy paper proposal from the City of Chicago's Bid and Bond Room, are responsible for checking the

City of Chicago's website for clarifications and/or addenda. Failure to obtain clarifications and/or addenda from the City's website will not relieve the Proposer from being bound by any additional terms and/or conditions in the clarification and/or addenda. The city will not be responsible for a bidder's failure to consider additional information contained therein in preparing the proposal.

If the proposal is downloaded from the City of Chicago's website instead of picking it up in a hard copy paper form from the City of Chicago's Bid and Bond Room, the Proposer **MUST** contact the City of Chicago Department of Procurement Services, Bid and Bond Room at 312-744-9773 or fax a copy of a business card (include email address and Specification Number) to 312-744-5611 to register your company as a document holder for this RFP.

Any harm to the Respondent resulting from such failure to obtain all necessary documents will not be valid grounds for a protest against award(s) made under this RFP.

2. **Format.** Proposals must be prepared on standard 8 1/2/x 11 letter size paper. Expensive paper and bindings are discouraged. The City encourages the use of materials containing recycled content.

Respondent must identify the project(s) for which it is proposing. **Each proposed project for which respondent is proposing must be separated by labeled tabs or a page (e.g. Project 6: Van Buren Street Bridge over the South Branch Chicago River).**

3. **Cover Letter.** A statement must be signed by an authorized representative of the firm committing to provide the services within the proposed RFP schedule, and stating to which project(s) the submission is directed.
4. **Executive summary.** A brief narrative must delineate the general understanding of the project and the approach/methodology Respondent is proposing to complete the required Services. Please reference projects of comparable size, scope and magnitude where the above proposed approach/methodology were successfully implemented.
5. **Key Personnel & Organizational Chart.** Identify the project manager and key personnel committed to provide the Services within the proposed schedule, state their role and areas of responsibility/activities on **Attachment 1**. Resumes of key personnel and a detailed organization chart must also be included in your RFP submittal.
6. **Commitment to meet DBE goals.** The overall DBE goal is 30%. Provide a plan delineating the various anticipated categories and/or disciplines of work/services to be provided by DBE firms. Provide the names and qualifications for the prospective DBE firms that you plan to use to fulfill the minimum participation goal of 30%.

IV. EVALUATION CRITERIA

The Evaluation Committee will review the submittals in accordance with the following criteria:

1. Quality of the Technical Proposal:

- A. Accurate and full understanding of the project scale, type, unique elements and general approach to achieve the project goals.
- B. Demonstrated success of proposed approach/methodology in past or current similar projects.
- C. Availability and strength of committed personnel and organizational staffing plan to accomplish the goals and objectives of the project.
- D. Capacity to perform the services within a reasonable time.

2. Commitment to meet the DBE goals.

V. SELECTION PROCESS

An Evaluation Committee, which will include representatives of the Department, and any designated representatives of the Commissioner, will review the submittals in accordance with the Evaluation Criteria (see Section IV) and the Proposal Submittal Requirements (see Section III). The process will be overseen by the Department of Procurement Services.

The City may choose to conduct interviews, oral presentations and/or seek clarification from selected Respondents. The final Selection(s) will be based on the Proposal which is most advantageous to the City on a project by project basis. Once determined, the Commissioner will seek the Chief Procurement Officer's concurrence.

The City reserves the right to seek clarification of information submitted in response to this RFP and/or request additional information during the evaluation process. The Chief Procurement Officer reserves the right to accept or reject any or all submittals when it is determined, in the sole discretion of the Chief Procurement Officer, to be in the best interest of the City of Chicago.

Nothing in this RFP is intended to, nor will be deemed to operate, limit or otherwise constrain the authority, powers, and discretion of the Chief Procurement Officer as set forth in the Municipal Purchasing Act for Cities of 500,000 or More in Population, 65 ILCS 5/8-10-1 et.seq., as amended, and in the Municipal Code of the City of Chicago, as amended.

Cancellation. The City reserves the right to terminate this procurement at any stage if the Chief Procurement Officer determines it to be in the best interest of the City. In no event will the City be liable to Respondents for any cost or damages incurred by Respondents or other interested parties in connection with the procurement process, including but not limited to any and all costs of preparing the RFP and participation in any conferences, oral presentation or negotiations.

VI. SUBMITTAL DUE DATE AND TIME

Proposals must be received by the Chief Procurement Officer at the address shown in the RFP up to the date and time shown here. It is the Proposer's sole responsibility to see that the Proposal is received as stipulated. The Chief Procurement Officer may leave unopened any Proposal received after the date and time set for receipt of the Proposal. The time for the deadline of the Proposals will be determined solely by the clock located in the Bid & Bond Room. Any such unopened Proposals will be returned to the Proposer at the Proposer's expense. Proposers are responsible for the timely delivery of the submittal documents. Failure by a messenger delivery service or printing service to meet the deadline does not relieve the Proposer of the deadline for submittal of the Proposal. Proposal packages must be complete and contain the number of copies shown in the RFP document. The Chief Procurement Officer reserves the right to reject any Proposal which deviates from the Submittal Requirements. No additional or missing documents will be accepted after the due date and time except as may be requested by the Chief Procurement Officer.

One (1) ORIGINAL and TWO (2) copies of the response are to be submitted in a sealed envelope no later than 4:00 P.M., Chicago Time on **Monday, August 22, 2011** to:

Jamie L. Rhee, Chief Procurement Officer
Department of Procurement Services
Bid & Bond Section
City Hall-Room 301
121 N. LaSalle Street
Chicago, IL 60602

The outside of each envelope or package must be labeled:

Request for Proposal ("RFP")
Category 2, 3, 4, and 6 – Bridge Design Engineering Services
(Projects Listed 1 through 9)
Specification No.: 94825

Due 4:00 p.m., Monday, August 22, 2011

(Name of Respondent)
Package ___ of ___

(Note: 1 of 3 must contain signatures and be marked **ORIGINAL**)

VII. CONFIDENTIALITY

Responses to this RFP become the exclusive property of the City of Chicago. All documents submitted in response to this RFP may be regarded as public records and may be subject to disclosure. Protection from disclosure generally applies to those elements in each submittal which are marked as "Trade Secret," "Confidential" or "Proprietary." During the course of the submittal evaluation process or the course of the project, the Chief Procurement Officer will accept materials clearly and prominently labeled "Trade Secret," "Confidential" or "Proprietary" by the Respondent or other submitting party. The Chief Procurement Officer will not advise as to the nature of the content of the documents entitled to protection from disclosure, or as to the definition of trade secret, confidential or proprietary information. The Respondent or other submitting party is solely responsible for all such determinations made by it, and for clearly and prominently marking each and every page or sheet of materials with "Trade Secret," "Confidential" or "Proprietary" as it determines to be appropriate. Respondents that indiscriminately so identify all or most of their submittal as protected from disclosure without justification may be considered non-responsive.

The Chief Procurement Officer will endeavor to advise the Respondent of any request for the disclosure of material so marked as "Trade Secret," "Confidential" or "Proprietary," and will give the Respondent or other submitting party the opportunity to seek a court order to protect such materials from disclosure. If the requested material was submitted by a party other than the Respondent, the Respondent is solely responsible for notifying the submitting party of the request. The City's sole responsibility is to notify the Respondent of the request for disclosure, and the City will not be liable for any damages arising out of such disclosure, whether such disclosure is deemed required by law, by an order of court or administrative agency, or occurs through inadvertence, mistake or negligence on the part of the City of Chicago or its officers, employees, Consultants or subconsultants.

In the event of litigation concerning the disclosure of any material submitted by the Respondent, the Respondent or other submitting party is responsible for prosecuting or defending any action concerning the materials at its sole expense and risk. If the City of Chicago is required to participate in such an action, the Respondent agrees to defend and indemnify the City of Chicago for any and all damages and costs arising in connection with the action (including but not limited to, reasonable attorneys' fees).

ATTACHMENT 1:

Outline of Full-Time Personnel, Experience, and Availability

Key Team Personnel Proposed:

PROPOSED ROLE	NAME OF INDIVIDUAL/ FIRM	REFERENCED PAST PROJECTS (AND ROLE)	LOCAL (L) OR NON- LOCAL (NL) AT PRESENT	DATE (MO/YR) AVAILABLE FULL-TIME
Other				
Other				
Other				
Other				

Outline of Full-Time Personnel, Experience, and Availability, continued:

Firm Proposing as Prime Consultant:

	REFERENCED PREVIOUS PROJECTS OF SIZE SIMILAR TO PROPOSED PROJECT(S)	REFERENCED PREVIOUS PROJECTS WITH CDOT OR IDOT AS CLIENT
PROJECT 1		
PROJECT 2		
PROJECT 3		
FIRM'S NUMBER OF LOCAL ENGINEERS (i.e. presently located within Chicago commuting area)		
FIRM'S NUMBER OF NON-LOCAL ENGINEERS		

Subconsultants and DBE Commitment:

NAME OF PROPOSED SUBCONSULTANT FIRM	PROPOSED ROLE IN PROJECT(S)	MBE/ WBE/DBE	EXPECTED PARTICIPATION ON THIS PROJECT

INSURANCE REQUIREMENTS

Department of Transportation

Phase I&II Bridge Design Engineering Services

Category 2 – Typical Highway Bridges

Project 1: South Water Street Viaduct, Stetson Ave to Beaubien Ct.

Project 2: Columbia Drive over the Jackson Park Lagoon

The Consultant must provide and maintain at Consultant's own expense, during the term of the Agreement and during the time period following expiration if Consultant is required to return and perform any additional work or Services, the insurance coverage and requirements specified below, insuring all operations related to the Agreement.

A. INSURANCE TO BE PROVIDED

1) Workers Compensation and Employers Liability

Workers Compensation Insurance, as prescribed by applicable law covering all employees who are to provide a service under this Agreement and Employers Liability coverage with limits of not less than \$500,000 each accident, illness or disease.

2) Commercial General Liability (Primary and Umbrella)

Commercial General Liability Insurance or equivalent with limits of not less than \$2,000,000 per occurrence for bodily injury, personal injury, and property damage liability. Coverages must include the following: All premises and operations, products/completed operations, separation of insureds, defense, and contractual liability (not to include Endorsement CG 21 39 or equivalent). The City of Chicago is to be named as an additional insured on a primary, non-contributory basis for any liability arising directly or indirectly from the work or Services.

Subcontractors performing work or Services for the Consultant must maintain limits of not less \$1,000,000 with the same terms herein.

3) Automobile Liability (Primary and Umbrella)

When any motor vehicles (owned, non-owned and hired) are used in connection with work to be performed, the Consultant must provide Automobile Liability Insurance with limits of not less than \$2,000,000 per occurrence for bodily injury and property damage. The City of Chicago is to be named as an additional insured on a primary, non-contributory basis.

Subcontractors performing work or Services for the Consultant must maintain limits of not less \$1,000,000 with the same terms herein.

4) Professional Liability

When any architects, engineers or other professional consultants perform work in connection with this Agreement, Professional Liability Insurance covering acts, errors, or omissions must be maintained with limits of not less than \$2,000,000. When policies are

renewed or replaced, the policy retroactive date must coincide with, or precede, start of work on the Agreement. A claims-made policy which is not renewed or replaced must have an extended reporting period of two (2) years.

Subcontractors performing work or Services for the Consultant must maintain limits of not less \$1,000,000 with the same terms herein.

5) Valuable Papers

When any plans, designs, drawings, media, data, specifications and documents are produced or used under this Agreement, Valuable Papers Insurance must be maintained in an amount to insure against any loss whatsoever, and must have limits sufficient to pay for the re-creation and reconstruction of such records.

6) Marine Protection & Indemnity (if applicable)

When Consultant undertakes any marine operation in connection with this Agreement, Consultant must provide or cause to be provided, Marine Protection & Indemnity coverage with limits of not less than \$1,000,000. Coverage must include property damage and bodily injury to third parties, injuries to crew members if not provided through other insurance; damage to wharves, piers and other structures, and collision. The City of Chicago is to be named as an additional insured.

7) Property

Consultant is responsible for all loss or damage to personal property (including but not limited to material, equipment, tools and supplies), owned, rented, or used by Consultant.

Consultant is responsible for all loss or damage to City property at full replacement cost.

B. ADDITIONAL REQUIREMENTS

The Consultant must furnish the City of Chicago, Department of Procurement Services, City Hall, Room 403, 121 North LaSalle Street 60602, original Certificates of Insurance, or such similar evidence, to be in force on the date of this Agreement, and Renewal Certificates of Insurance, or such similar evidence, if the coverages have an expiration or renewal date occurring during the term of this Agreement. The Consultant must submit evidence of insurance on the City of Chicago Insurance Certificate Form (copy attached) or equivalent prior to execution of Agreement. The receipt of any certificate does not constitute agreement by the City that the insurance requirements in the Agreement have been fully met or that the insurance policies indicated on the certificate are in compliance with all requirements of Agreement. The failure of the City to obtain certificates or other insurance evidence from Consultant is not a waiver by the City of any requirements for Consultant to obtain and maintain the specified coverages. The Consultant must advise all insurers of the Agreement provisions regarding insurance. Non-conforming insurance does not relieve Consultant of the obligation to provide insurance as specified herein. Nonfulfillment of the insurance conditions may constitute a violation of the Agreement, and the City retains the right to stop work until proper evidence of insurance is provided, or the Agreement may be terminated.

The insurance must provide for sixty (60) days prior written notice to be given to the City in the event coverage is substantially changed, canceled, or non-renewed.

Any deductibles or self insured retentions on referenced insurance coverages must be borne by Consultant.

The Consultant hereby waives and agrees to require their insurers to waive their rights of subrogation against the City of Chicago, its employees, elected officials, agents, or representatives.

The coverages and limits furnished by Consultant in no way limit the Consultant's liabilities and responsibilities specified within the Agreement or by law.

Any insurance or self insurance programs maintained by the City of Chicago do not contribute with insurance provided by the Consultant under the Agreement.

The required insurance to be carried is not limited by any limitations expressed in the indemnification language in this Agreement or any limitation placed on the indemnity in this Agreement given as a matter of law.

If Consultant is a joint venture or limited liability company, the insurance policies must name the joint venture or limited liability company as a named insured.

The Consultant must require all subcontractors to provide the insurance required herein, or Consultant may provide the coverages for subcontractors. All subcontractors are subject to the same insurance requirements of Consultant unless otherwise specified in this Agreement.

If Consultant or subcontractor desire additional coverages, the party desiring the additional coverages is responsible for the acquisition and cost.

Notwithstanding any provision in the Agreement to the contrary, the City of Chicago Risk Management Department maintains the right to modify, delete, alter or change these requirements.

INSURANCE REQUIREMENTS

Department of Transportation
Phase I&II Bridge Design Engineering Services
Category 3 – Advanced Highway Bridges
Project 3: Harrison Street Viaduct West of the Chicago River

The Consultant must provide and maintain at Consultant's own expense, during the term of the Agreement and during the time period following expiration if Consultant is required to return and perform any additional work or Services, the insurance coverage and requirements specified below, insuring all operations related to the Agreement.

A. INSURANCE TO BE PROVIDED

1) **Workers Compensation and Employers Liability**

Workers Compensation Insurance, as prescribed by applicable law covering all employees who are to provide a service under this Agreement and Employers Liability coverage with limits of not less than \$500,000 each accident, illness or disease.

2) **Commercial General Liability (Primary and Umbrella)**

Commercial General Liability Insurance or equivalent with limits of not less than \$2,000,000 per occurrence for bodily injury, personal injury, and property damage liability. Coverages must include the following: All premises and operations, products/completed operations, separation of insureds, defense, and contractual liability (not to include Endorsement CG 21 39 or equivalent). The City of Chicago is to be named as an additional insured on a primary, non-contributory basis for any liability arising directly or indirectly from the work or Services.

Subcontractors performing work or Services for the Consultant must maintain limits of not less \$1,000,000 with the same terms herein.

3) **Automobile Liability (Primary and Umbrella)**

When any motor vehicles (owned, non-owned and hired) are used in connection with work to be performed, the Consultant must provide Automobile Liability Insurance with limits of not less than \$2,000,000 per occurrence for bodily injury and property damage. The City of Chicago is to be named as an additional insured on a primary, non-contributory basis.

Subcontractors performing work or Services for the Consultant must maintain limits of not less \$1,000,000 with the same terms herein.

4) **Professional Liability**

When any architects, engineers or other professional consultants perform work in connection with this Agreement, Professional Liability Insurance covering acts, errors, or omissions must be maintained with limits of not less than \$3,000,000. When policies are renewed or replaced, the policy retroactive date must coincide with, or precede, start of

work on the Agreement. A claims-made policy which is not renewed or replaced must have an extended reporting period of two (2) years.

Subcontractors performing work or Services for the Consultant must maintain limits of not less \$1,000,000 with the same terms herein.

5) Valuable Papers

When any plans, designs, drawings, media, data, specifications and documents are produced or used under this Agreement, Valuable Papers Insurance must be maintained in an amount to insure against any loss whatsoever, and must have limits sufficient to pay for the re-creation and reconstruction of such records.

6) Property

Consultant is responsible for all loss or damage to personal property (including but not limited to material, equipment, tools and supplies), owned, rented, or used by Consultant.

Consultant is responsible for all loss or damage to City property at full replacement cost.

B. ADDITIONAL REQUIREMENTS

The Consultant must furnish the City of Chicago, Department of Procurement Services, City Hall, Room 403, 121 North LaSalle Street 60602, original Certificates of Insurance, or such similar evidence, to be in force on the date of this Agreement, and Renewal Certificates of Insurance, or such similar evidence, if the coverages have an expiration or renewal date occurring during the term of this Agreement. The Consultant must submit evidence of insurance on the City of Chicago Insurance Certificate Form (copy attached) or equivalent prior to execution of Agreement. The receipt of any certificate does not constitute agreement by the City that the insurance requirements in the Agreement have been fully met or that the insurance policies indicated on the certificate are in compliance with all requirements of Agreement. The failure of the City to obtain certificates or other insurance evidence from Consultant is not a waiver by the City of any requirements for Consultant to obtain and maintain the specified coverages. The Consultant must advise all insurers of the Agreement provisions regarding insurance. Non-conforming insurance does not relieve Consultant of the obligation to provide insurance as specified herein. Nonfulfillment of the insurance conditions may constitute a violation of the Agreement, and the City retains the right to stop work until proper evidence of insurance is provided, or the Agreement may be terminated.

The insurance must provide for sixty (60) days prior written notice to be given to the City in the event coverage is substantially changed, canceled, or non-renewed.

Any deductibles or self insured retentions on referenced insurance coverages must be borne by Consultant.

The Consultant hereby waives and agrees to require their insurers to waive their rights of subrogation against the City of Chicago, its employees, elected officials, agents, or representatives.

The coverages and limits furnished by Consultant in no way limit the Consultant's liabilities and responsibilities specified within the Agreement or by law.

Any insurance or self insurance programs maintained by the City of Chicago do not contribute with insurance provided by the Consultant under the Agreement.

The required insurance to be carried is not limited by any limitations expressed in the indemnification language in this Agreement or any limitation placed on the indemnity in this Agreement given as a matter of law.

If Consultant is a joint venture or limited liability company, the insurance policies must name the joint venture or limited liability company as a named insured.

The Consultant must require all subcontractors to provide the insurance required herein, or Consultant may provide the coverages for subcontractors. All subcontractors are subject to the same insurance requirements of Consultant unless otherwise specified in this Agreement.

If Consultant or subcontractor desire additional coverages, the party desiring the additional coverages is responsible for the acquisition and cost.

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INSURANCE REQUIREMENTS

Department of Transportation
Phase I&II Bridge Design Engineering Services
Category 4 – Complex Highway Bridges
Project 4: Canal Street Viaduct, Madison to Taylor Street

The Consultant must provide and maintain at Consultant's own expense, during the term of the Agreement and during the time period following expiration if Consultant is required to return and perform any additional work or Services, the insurance coverage and requirements specified below, insuring all operations related to the Agreement.

A. INSURANCE TO BE PROVIDED

1) **Workers Compensation and Employers Liability**

Workers Compensation Insurance, as prescribed by applicable law covering all employees who are to provide a service under this Agreement and Employers Liability coverage with limits of not less than \$500,000 each accident, illness or disease.

2) **Commercial General Liability** (Primary and Umbrella)

Commercial General Liability Insurance or equivalent with limits of not less than \$2,000,000 per occurrence for bodily injury, personal injury, and property damage liability. Coverages must include the following: All premises and operations, products/completed operations, separation of insureds, defense, and contractual liability (not to include Endorsement CG 21 39 or equivalent). The City of Chicago is to be named as an additional insured on a primary, non-contributory basis for any liability arising directly or indirectly from the work or Services.

Subcontractors performing work or Services for the Consultant must maintain limits of not less \$1,000,000 with the same terms herein.

3) **Automobile Liability** (Primary and Umbrella)

When any motor vehicles (owned, non-owned and hired) are used in connection with work to be performed, the Consultant must provide Automobile Liability Insurance with limits of not less than \$2,000,000 per occurrence for bodily injury and property damage. The City of Chicago is to be named as an additional insured on a primary, non-contributory basis.

Subcontractors performing work or Services for the Consultant must maintain limits of not less \$1,000,000 with the same terms herein.

4) Professional Liability

When any architects, engineers or other professional consultants perform work in connection with this Agreement, Professional Liability Insurance covering acts, errors, or omissions must be maintained with limits of not less than \$5,000,000. When policies are renewed or replaced, the policy retroactive date must coincide with, or precede, start of work on the Agreement. A claims-made policy which is not renewed or replaced must have an extended reporting period of two (2) years.

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B. ADDITIONAL REQUIREMENTS

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a violation of the Agreement, and the City retains the right to stop work until proper evidence of insurance is provided, or the Agreement may be terminated.

The insurance must provide for sixty (60) days prior written notice to be given to the City in the event coverage is substantially changed, canceled, or non-renewed.

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The Consultant hereby waives and agrees to require their insurers to waive their rights of subrogation against the City of Chicago, its employees, elected officials, agents, or representatives.

The coverages and limits furnished by Consultant in no way limit the Consultant's liabilities and responsibilities specified within the Agreement or by law.

Any insurance or self insurance programs maintained by the City of Chicago do not contribute with insurance provided by the Consultant under the Agreement.

The required insurance to be carried is not limited by any limitations expressed in the indemnification language in this Agreement or any limitation placed on the indemnity in this Agreement given as a matter of law.

If Consultant is a joint venture or limited liability company, the insurance policies must name the joint venture or limited liability company as a named insured.

The Consultant must require all subcontractors to provide the insurance required herein, or Consultant may provide the coverages for subcontractors. All subcontractors are subject to the same insurance requirements of Consultant unless otherwise specified in this Agreement.

If Consultant or subcontractor desire additional coverages, the party desiring the additional coverages is responsible for the acquisition and cost.

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INSURANCE REQUIREMENTS

Department of Transportation
Phase I&II Bridge Design Engineering Services
Category 6 - Movable Bridges

Project 5: LaSalle Street Bridge over the Main Branch Chicago River

Project 6: Van Buren Bridge over the North Branch Chicago River

Project 7: Grand Avenue over the North Branch Chicago River

Project 8: Cortland Avenue over the North Branch Chicago River

Project 9: Webster Street over the North Branch Chicago River

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A. INSURANCE TO BE PROVIDED

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3) Automobile Liability (Primary and Umbrella)

When any motor vehicles (owned, non-owned and hired) are used in connection with work to be performed, the Consultant must provide Automobile Liability Insurance with limits of not less than \$2,000,000 per occurrence for bodily injury

and property damage. The City of Chicago is to be named as an additional insured on a primary, non-contributory basis.

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4) Professional Liability

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Certificates of Insurance, or such similar evidence, if the coverages have an expiration or renewal date occurring during the term of this Agreement. The Consultant must submit evidence of insurance on the City of Chicago Insurance Certificate Form (copy attached) or equivalent prior to execution of Agreement. The receipt of any certificate does not constitute agreement by the City that the insurance requirements in the Agreement have been fully met or that the insurance policies indicated on the certificate are in compliance with all requirements of Agreement. The failure of the City to obtain certificates or other insurance evidence from Consultant is not a waiver by the City of any requirements for Consultant to obtain and maintain the specified coverages. The Consultant must advise all insurers of the Agreement provisions regarding insurance. Non-conforming insurance does not relieve Consultant of the obligation to provide insurance as specified herein. Nonfulfillment of the insurance conditions may constitute a violation of the Agreement, and the City retains the right to stop work until proper evidence of insurance is provided, or the Agreement may be terminated.

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If Consultant or subcontractor desire additional coverages, the party desiring the additional coverages is responsible for the acquisition and cost.

Notwithstanding any provision in the Agreement to the contrary, the City of Chicago Risk Management Department maintains the right to modify, delete, alter or change these requirements.