

**Pullman National Monument
Visitor Center
Chicago, Illinois**

**Request for Qualifications
Site Design and Engineering Services**

Chicago Neighborhood Initiatives, Inc. (CNI) seeks qualifications statements for site design and engineering services for the 12-acre site of the Pullman National Monument Visitor Center, located at 111th Street and Cottage Grove Avenue in Chicago's Pullman neighborhood. A separate Request for Qualifications (RFQ) is being issued for architectural and construction administration services for the 10,000-square-foot Visitor Center.

BACKGROUND AND PROJECT DESCRIPTION:

Pullman National Monument in Chicago, Illinois, was established by a proclamation by President Barack Obama on February 19, 2015. The boundaries of the 200-acre Pullman National Monument include much of the historic Pullman neighborhood, a model industrial community constructed by railcar magnate George Pullman in the 1880s. A thriving community today, the historic town design, street layout, architecture, and landscaping design are largely intact and provide a strong visual identity.

The proposed Visitor Center will be located on the first floor of the Administration Building (also known as the Clock Tower Building), which is the only property within the Pullman National Monument owned by the National Park Service (NPS). Historically the heart of the factory and town, the Clock Tower Building was heavily damaged by an arson fire in 1998; subsequently, it was partially reconstructed. The Illinois Historic Preservation Agency (IHPA) owns the remainder of the 12-acre Factory Site, which includes the North Factory Wing (which adjoins the Clock Tower Building), the Rear Erecting Shops, and archeological remains of other factory buildings and infrastructure. The proposed Visitor Center at the Clock Tower Building is expected to become the center of National Park Service operations at the Pullman National Monument.

In February 2017, the National Park Service (NPS) began seeking public comment on three (3) proposed alternatives for the site plan design, in cooperation with the Illinois Historic Preservation Agency (IHPA). This framework for this process is the National Environmental Protection Act (NEPA) and a formal Environmental Assessment (EA), which reviews proposed alternatives and their impacts on natural and cultural resources and socioeconomic factors. Information about the three alternatives is available at: <https://parkplanning.nps.gov/PullmanConcept>.

Respondents are expected to review the three proposed alternatives presented in the EA document and ensure that there are team members in place to implement whichever design is selected by the NPS, including but not limited to parking, access, utilities, landscape, and possible reconstruction of select historic site features. Respondents also are encouraged to review the Draft Foundation Plan for the Pullman National Monument, which is available electronically at: <https://parkplanning.nps.gov/>.

GENERAL INFORMATION

Chicago Neighborhood Initiatives, Inc., (CNI) has entered into a Design and Construction Agreement with the National Park Service (NPS) and the National Park Foundation (NPF) to assist in the design and construction of the Visitor Center. It is anticipated that CNI will enter into additional agreements with NPS, NPF and the Illinois Historic Preservation Agency (IHPA) for the construction of the site improvements. Based on the selection process outlined below, CNI anticipates entering into an agreement with the selected site planning/design firm for services which may include but are not limited to pre-design/schematic design, design development, construction documents, bidding, and construction administration services.

All work performed shall comply with applicable laws, regulations and National Park Service (NPS) policies and guidelines. The project scope will closely correspond with the sequence of tasks listed on the NPS Denver Service Center's Design-Bid-Build (DBB) Workflows website, available at: <https://www.nps.gov/dsc/workflows/index.htm>.

The selected site design firm shall provide all personnel, equipment, supplies, supervision, coordination, management and services to perform the tasks necessary for pre-design/schematic design, design development, construction documents, bidding, and construction administration services phases of the work. The site design firm shall perform all necessary technical analysis, edit the documents, prepare graphics, and perform other work as required to produce the products to complete pre-design/schematic design, design development, construction documents, bidding, and construction administration services.

REQUEST FOR QUALIFICATION STATEMENTS

In order to determine the best qualified site design team, CNI is requesting the following:

1. **PROJECT TEAM:** Identify all project team members/subconsultants, including but not limited to: Civil Engineer, Geotechnical Engineer, Environmental Engineer, and Landscape Architect. Specialists in cultural landscapes and historic preservation may be required if the alternative includes restoration of the Worker's Gate along 111th Street. Describe each firm's capabilities in relation to this project and why this team, specifically, has been assembled for this project. Teams will be evaluated according to demonstrated professional qualifications necessary for the satisfactory performance of required services. Preference will be given to teams in which either 1) the principal architect and/or 2) other team members have offices located in the Chicagoland area. (30 points)
2. **SIMILAR EXPERIENCE:** Provide information, including a narrative and photographs, outlining the team's experience with three (3) similar site planning projects with multiple stakeholder groups in the last five (5) years. Include each team member's role (firm and individual) in the projects provided. Teams will be evaluated based on the provided, similar, relevant experience. (10 points)
3. **SPECIFIC EXPERIENCE:** Provide information about the team's experience working with the National Park Service. "Experience" includes:
 - a. Prior project experience National Park Service projects, specifically Visitor Center facilities.
 - b. Prior experience preparing design and construction documents using the Denver Service Center's Workflows, available at: <https://www.nps.gov/dsc/workflows/index.htm>.

Teams will be evaluated based on technical expertise and specialized experience of team members on other National Park Service projects. It is a requirement that at least one senior team member have experience on similar NPS Visitor Center projects. Having additional team members with NPS project experience is considered an advantage. (15 points)

4. **FIRM CAPACITY:** Provide a description of the firm's current and anticipated workload for the next 24 months, with a clear narrative and supporting graphics of how this project will receive the attention needed. Responses will be evaluated based on the capacity of the team and professional staff to accomplish the work over the next 24 months. (10 points)
5. **KEY PLAYERS/ORGANIZATION CHART:** Provide a one page resume for each key player of the proposed team. Provide a graphic organization chart that describes the roles of the key team members. Responses will be evaluated based on the qualifications and experience of key players. (10 points)

6. **REFERENCES:** Provide three (3) references associated with the “Similar Experience” projects listed in Item 2. Include the current contact name, telephone number, and e-mail address for each individual or organization. The references should have direct experience working with the “Key Players” and “Similar Experience” identified in Item 5. Teams will be evaluated based on references from other clients, attesting to firm’s past performance, including quality of work, adherence to project schedules, and adherence to project budgets. (15 points)

7. **QUALITY CONTROL:** Provide information that demonstrates the effectiveness of the firm’s quality review and assurance procedures. Include examples of Quality Control processes that describe the firm’s procedures to ensure that document deliverables are complete, meet codes and standards, and include the information required for the stage of submittal. Teams will be evaluated based on the effectiveness of the quality control processes. (10 points)

ARCHITECTURE:

CNI is issuing a similar RFQ for Architectural Services for the 10,000-square-foot Visitor Center. It is expected that the selected Site Design firm, if not also selected for the Architectural Services, will enter into a subcontract with the Architectural firm. Provide a statement that communicates this arrangement is acceptable.

COMMITMENT TO DIVERSITY:

CNI is an equal opportunity organization. We value the diversity of the communities we serve, and we strive to create professional opportunities minority-owned businesses, women-owned businesses, and disadvantaged businesses.

SELECTION PROCESS:

Please submit your qualifications no later **than 5 p.m. on April 11, 2017**, to CNI Vice President Angie Marks, via email, at: amarks@cni group.org.

Responses will be evaluated in accordance with the evaluation criteria provided. The selection committee will interview at least three firms and rate the qualifications of each firm.

Based upon the recommendation of the selection committee, CNI anticipates entering into an agreement with the selected architectural firm for services which may include but are not limited to design development, construction documents, bidding, and construction administration services.

If additional information is needed, please contact Angie Marks, amarks@cni group.org. All questions must be submitted in writing, and answers will be posted at www.cni group.org. It is the responsibility of each team to check www.cni group.org for any additional information posted related to this RFQ.