



## Agenda Memo

Crest Hill, IL

<b>Meeting Date:</b>	April 27, 2026
<b>Submitter:</b>	Ronald J Wiedeman
<b>Department:</b>	Engineering
<b>Agenda Item:</b>	Staff is requesting, the Council approval to move forward and finalize a contract with V3 Companies, Ltd. to perform Professional Construction Engineering Services for the Capital and Water Improvements in the 2027 budget. Once the agreement is completed staff will bring the agreement to the Council for final contract approval for a cost of \$646,245.04.

**Summary** Being presented for consideration by council is the approval of staff's recommendation for a professional engineering firms to assist the City in completing construction engineering (Phase III) for the 2026 construction season (Starting May 2026).

The City of Crest Hill sent out a Request for Proposals (RFP) on January 23, 2026 inviting professional engineering firms to respond to the RFP. The RFP outlined the requirements of the proposal and provided a list of anticipated improvements for the 2026 Construction season. All improvements listed have been included in the 2027 budget.

The RFP outlined that all improvements will be funded through City or MFT funds. Therefore, all work must be performed in accordance with Federal Highway Administration (FHWA) and Illinois Department of Transportation (IDOT) guidelines. As part of the selection process, interested consultants are required to submit a Statement of Qualifications to perform the requested work.

The RFP defined how the selection of the firm was to be determined. The selection criteria and weighing for project selection shall be as follows:

- Project Understanding and Approach (20%)
- Similar Project Experience 20%
- Past Performance (30%)
- Project Team 20%
- IDOT Pre-Qualifications (5%)
- Overall Completeness of Submittal (5%)

The most qualified firm with the highest score would be selected.

Firms who submit were also required to provide a block of hours for a total fee to provide for the requested phase III services for improvements/work stated under items 1-12 as listed in the anticipated Improvements for 2026 Construction Season list provided.

They were also required to provide an hourly rate per hour for any work up and above the block of hours provided. This was requested to provide the staff the ability to add additional work for unknown items that might come up during this budget period.

The RFPs were reviewed, evaluated and scored using the criteria and weights defined above. The scoring was performed by City Administer, and Director of Public Works Director and Engineering. Each individual in the selection committee scored the tests independently based on the submitted RFQs and the City's Quality Based Selection Policy and Procedure. The scores from each selection committee member were averaged and the results of each firm and their ranking are attached.

The consultant receiving the highest averaged score was V3, Companies, Ltd. with Christopher B Burke Engineering Ltd., Ltd. coming in second and Primera coming in third.

V3, Companies will provide 4130 manhours for a cost of \$646,245.04 to provide construction engineering services. The team they put together is a seasoned and experienced staff who have existing experience working in the City and will be providing a lead project manager is that is very knowledgeable. His communication skills with the city staff and residents have been excellent on past project he has worked on with the city.

**Recommended Council Action:** Staff is requesting, the Council approval to move forward and finalize a contract with V3 Companies, Ltd. to perform Professional Construction Engineering Services for the Capital and Water Improvements in the 2027 budget. Once the agreement is completed staff will bring the agreement to the Council for final contract approval for a cost of \$646,245.04.

**Financial Impact:**

**Funding Source:** Capital Projects & Water Fund

**Budgeted Amount:** 1,200,971.00 [\$408,600 (CP) & \$792,371.00 (WF)]

**Cost:** \$646,245.04

**Attachments:**

2025-2026 CE Costs by Contract

List of Anticipated Improvements for 2026 Construction Season

Final Committee Scoring