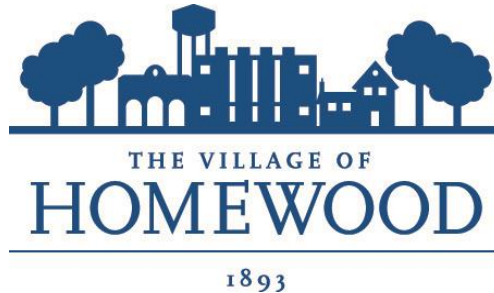


Village of Homewood

REQUEST FOR QUALIFICATIONS

Consultant Services for Prairie Lakes Stormwater Detention Facility Water Quality Testing, Monitoring and Landscape Maintenance Program



RFQ Submittals Are Due Friday, March 28, 2025 by 5:00 p.m.

Submit One Original or One Electronic Copy to:

Village of Homewood
ATTN: Terence Acquah
2020 Chestnut Road
Homewood, Illinois 60430
Electronic copies to: tacquah@homewoodil.gov

For Questions Contact: Terence Acquah, Assistant Village Manager
tacquah@homewoodil.gov or (708) 206-3378

This RFQ is posted on the Village of Homewood website at:
www.homesweethomewood.com

March 6, 2025

Re: Request for Qualifications for Environmental Consultant Services

Dear Environmental Consultant:

The Village of Homewood is seeking an Environmental Consultant to provide qualifications to provide consultant services for the Prairie Lakes Stormwater Detention Facility water quality testing, monitoring, and the landscape maintenance program.

Proposal instructions are contained in the Request for Qualifications (RFQ) document. Please provide the requested information in the prescribed written format. Failure to comply with the prescribed format may result in disqualification.

Responses: Responses to the inquiries will be sent to all participating consulting firms and will be displayed publicly at Village Hall and at www.homesweethomewood.com

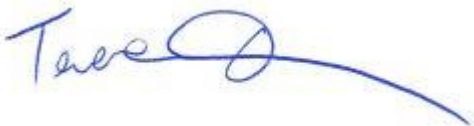
Printed & Email Proposals Due: copies of the original proposal must be received no later than 5:00 p.m. /, March 28, 2025. Feel free to also submit digital copies of the proposal in addition to the printed proposals. Please include an email contact when submitting either.

Village of Homewood
Attn: Terence Acquah
tacquah@homewoodil.gov
2020 Chestnut Road
Homewood, IL 60430

Committee Review: The committee review will consist of the following members/reviewers and are expected to review the proposals and make a final recommendation to the Village Board, Village Manager, Assistant Village Manager, Public Works Director, Finance Director, and the Chicago Metropolitan Planning Agency (CMAP).

Thank you for your interest and participation. We look forward to reviewing your proposal.

Sincerely,

A handwritten signature in blue ink, appearing to read "Terence Acquah", with a long, sweeping horizontal line extending to the right.

Terence Acquah, MPA
Assistant Village Manager

REQUEST FOR QUALIFICATIONS

Consultant Services for Prairie Lakes Stormwater Detention Facility Water Quality Testing, Monitoring and Landscape Maintenance Program

I. Summary

The Village of Homewood (hereinafter “Village”) is soliciting the submittal of qualification statements from experienced consulting firms interested in providing services associated with the development and implementation of a water and sediment quality testing, monitoring and landscape maintenance program.

The Village will conduct a qualification-based selection process to identify the best qualified firm with which to negotiate a contract. All firms submitting qualifications and technical proposals must have demonstrated experience and expertise for projects similar in nature to this project. The Village will fully consider submittals that involve collaboration with other proposers. The Village reserves the right to reject any and all submittals. This submittal request is neither a contractual offer nor a commitment to purchase services. The Village assumes no contractual obligation as a result of the issuance of this request, the preparation or submission of a qualifications statement by a firm, the evaluation of statements, or final selection.

Background

The Prairie Lakes Stormwater Detention Facility site is located at 1100 Ridge Road, Homewood, IL 60430. The site is 178 acres in size. Land uses include retail, office commercial, and light industrial.

The facility was constructed in 1993-97 at the location of the former Washington Park Racetrack as part of a Clean Water Act Section 319(h) Nonpoint Source Pollution Control demonstration project to demonstrate the design and implementation of innovative best management practices (BMPs) to reduce the quantity of sediment pollution from an urban development. The project was supported in part by Section 319(h) grant funds from U.S.EPA Region 5 to the Northeastern Illinois Planning Commission (NIPC) for project design and technical assistance, and to the Village for project construction and equipment costs.

Already on the site was a small lake that was part of the racetrack facilities. NIPC, the Village, and the site’s developers recognized that pretreatment of stormwater runoff prior to discharge to the lake was vital to protect potential recreational and aesthetic uses. In the design of the project, a team of engineers, aquatic ecologists, landscape architects, and urban planners worked with NIPC staff to incorporate BMP features which both met the stormwater control objectives of the Butterfield Creek Steering Committee ordinance and protected the site’s lake from sediment pollutant loads (NIPC 1994). Design components included a large settling/stilling basin at the upstream end, a meandering wetland biofilter, a vegetated aquatic shelf around the periphery of the lake, and an outlet structure which controls discharges from the lake and provides extended detention.

The 178 acres site is currently leased to Homewood Izaak Walton Preserve (Preserve). This non-profit organization is run by volunteers and dedicated to service in conservation. They manage trails, lakes, woodlands, ancient sand dunes, native prairie, picnic grounds, Scout facilities, wetlands, and Senior Hall that make up the Homewood Izaak Walton Preserve. The Preserve also contains the Homewood baseball fields. Members use the Preserve for family gatherings, hiking, fishing (in the stocked lakes), as well as a number of different types of activities.

II. Project Description

The Prairie Lakes Storm Detention facility is a critical stormwater management facility. Regular assessment and maintenance of the water quality are vital to ensuring its ecological integrity and compliance with regulatory standards.

The major activities that make up the scope of services include, but are not limited to:

- a) The development and implementation of a comprehensive water and sediment quality sampling program, assessment, and interpretation of the collected data (supplemented with data from previous collection events, studies, and reports), and development of recommendations to meet management goals and regulatory requirements.
- b) The assessment of aquatic and terrestrial vegetative communities, development of landscape restoration, and management recommendations.

III. Scope of Services

The selected consultant and their sub-consultants shall have a proven track record of providing professional and related services to perform water sediment testing and implementation of the landscape maintenance program.

The following Scope of Services as defined by the tasks listed below are intended as a guide, and additional services may be required which are not listed below, or details herein provided may prove redundant and unnecessary. The proposal's Scope of Work may be used to supplement or may be incorporated in its entirety to define the Professional Services Agreement's (PSA's) scope, compensation, and schedule. The tasks identified below are generally shown in procedural order of development. However, some tasks may be performed concurrently, may overlap, or may contain work gaps and require staging.

TASK 1 – Water and Sediment Testing

- Recommend appropriate water and sediment testing locations, testing cycle, testing type and frequency within highlighted boundaries on page 5.
- Conduct field sampling of water and sediment within the detention pond.
- Analyze samples for key parameters, including but not limited to:
 - conduct a thorough visual and structural assessment of each basin.
 - evaluate sediment buildup, vegetation, erosion, and overall system integrity.
 - nutrient levels (e.g., nitrogen, phosphorus).
 - testing of dissolved solids, including the following contaminants: Fluoranthene, Mercury (using low-level detection method), Dissolved Arsenic, Dissolved Cadmium, Dissolved Lead, and Dissolved Iron.
 - biological indicators (e.g., presence of algae, pathogens).

- physical characteristics (e.g., sediment grain size, turbidity).
- prepare a detailed report summarizing findings, including data interpretation and recommendations for remediation or management, if necessary.

TASK 2 – Landscape Maintenance Program Development

- Inventory and assessment of existing site conditions
- Draft and final natural areas restoration and management plan, addressing both terrestrial and aquatic environments

TASK 3 – Regulatory Monitoring and Compliance Reporting

- Conduct continuous monitoring to ensure initial findings are sustained.
- Ensure all testing and program recommendations comply with local, State, and federal regulations.
- Provide all required documentation and reporting to relevant agencies.

IV. Proposed Location:

Homewood Izaak Walton Preserve (1100 Ridge Rd, Homewood, IL 60430)

***** The highlighted area as potential testing sties******



V. Minimum Qualifications

- The consultant shall be a firm that must be licensed and registered to perform water quality testing.
- The consultant shall have knowledge of stormwater management practices and regulations.
- The consultant shall have access to accredited Illinois EPA certified laboratories for sample analysis.
- The consultant shall have knowledge of landscape restorations management practices and regulations.
- The consultant shall comply with all applicable federal, State, and local laws and regulations and must not be debarred from State or federal projects.

VI. Evaluation Criteria

Proposals will be evaluated based on the following criteria:

- **Qualifications Based Proposal** - Quality of submission by consultant to clearly illustrate its ability, submission readability, correct use of grammar and syntax, responsiveness to format and instructions of the RFQ, and understanding of the Village's request.
- **Knowledge and Experience** – The consultant shall be a firm who must be licensed and registered as an agency that can perform water quality testing and project management with a minimum of five years of experience and must have worked in the assessment of stormwater basins, and who has at least five (5) years of experience.
- **Team Lead** - A resume for the consultant's designee to be placed in charge to manage the services included in the RFQ and who will be the direct point of contact with the Village. The resume may include experiences or accomplishments of the designee at a previous employer, however the Village would prefer that the designee have at least been Team Lead on a minimum of two projects in whole for the consultant. History of successful project implementation and successful previous implemented projects.
- **Key Personnel** - Additional staff employed by the consultant that will be utilized for any or all specific services included in the RFQ. Please illustrate strengths, licenses, and certifications of which may include experiences or accomplishments by Key Personnel at a previous employer.
- **Projects** - The consultant shall have completed or been involved in at least three (3) Stormwater Detention Facility Water testing projects.

Description	Total Possible Points
Qualifications of Firm: Project Understanding Overall qualifications of project's managers, key personnel Overall experience on similar projects Success/outcomes of previous projects	60
Project Management and Key Personnel: Experience on similar projects Water and sediment sampling, interpretation, and recommendations development experience Natural areas assessment and management planning experience Professional training/qualification Experience developing landscape maintenance programs Workload and availability Identification of potential laboratories	35
References - Past Performance and Existing Contracts	5
Total Points	100

VII. Project Timeline

Approximate Dates	Action
Friday, March 7, 2025	Advertisement of RFQ
Friday, March 28, 2025	RFQ Proposals Due /Closing of Advertisement
Friday, April 11, 2025	Identify Successful Consultant – Develop Contract and Project Summary to be Submitted to Village Board
Tuesday, April 22, 2025	Proposal Reviewed for Approval at Hearing of Village Board

Requests for evaluation updates may be forwarded to the Village Manager's Office of the Village of Homewood at any time. Questions and requests for updates should be made via phone at (708) 206-3378 or sent via email to tacquah@homewoodil.gov.

VIII. Recommended Response Materials

Successful proposals should generally include the following materials:

- **Cover Letter:** identifying the consultant, their place of business, name, and telephone number of the person to contact regarding the subject RFQ. The Cover Letter shall be authored and signed by an individual, partner, or designated representative of the consultant that is sanctioned to enter into contracts. The Cover Letter should be formal and intelligible yet clearly demonstrate the consultant's candidacy for this request.
- **Knowledge and Experience:** This should be a more detailed narrative from the consultant of qualifications that includes a summary of experience.
- **Team Lead:** A resume for the consultant's designee to be placed in charge to manage the services included in the RFQ and who will be the direct point of contact with the Village. The resume may include experiences or accomplishments of the designee at a previous employer, however the Village would prefer that the designee have at least been Team Lead on a minimum of two (2) projects in whole for the consultant.
- **Key Personnel:** Additional staff employed by the consultant that will be utilized for any or all specific services included in the RFQ. Please illustrate strengths, licenses, and certifications of which may include experiences or accomplishments by Key Personnel at a previous employer.
- **Subcontractors:** Include professional subcontractors that the consultant has used, will use, worked for or collectively with on similar projects.
- **Projects Assessments:** This should be a more detailed narrative from the consultant describing and establishing the requirements of an assessment.
- **References:** A list of not less than five relevant references must be included. References may be contacted after selection to determine if the consultant is responsive and responsible.

IX. Terms and Conditions

General Provisions & Disclaimers

This Request for Qualifications (RFQ) is not a commitment or contract of any kind. The Village reserves the right to pursue any and/or all ideas generated by this request. The Village further reserves the rights to reject, modify, or cancel, in part or in its entirety, this RFQ. The Village assumes no obligation, and none is implied, to award a contract for any phase or services specified in this RFQ. Costs for developing submissions are entirely the responsibility of the respondents and shall not be reimbursed in any case. The Village reserves the right to reject any and all submissions.

The Village reserves the right to waive any requirements of this RFQ when it determines that waiving a requirement is in the best interest of the Village. Submittals are public records subject to disclosure under the Freedom of Information Act (FOIA). The Village cannot guarantee that any information submitted in response to the RFQ will remain confidential.

Prevailing Wage

Contractor shall not pay less than the prevailing rates of wages to all laborers, workmen, and mechanics performing work under this contract, and shall comply with the requirements of the Illinois Wages of Employees on Public Works Act (820 ILCS 130/1-12).

Confidential and Proprietary Information

Village of Homewood is subject to the Freedom of Information Act and the Illinois Open Meeting Act. Vendors must understand that information and other materials submitted in response to this RFQ or in connection with any contract because of this RFQ may be subject to disclosure as a public record. Therefore, submission of trade secrets or proprietary information or materials is discouraged. Confidential information in the RFQ should be clearly marked.

Please submit Requests for Proposals to:

Terence Acquah, MPA
Assistant Village Manager
Village of Homewood
2020 Chestnut Road
Homewood, Illinois 60430
Phone: (708) 206-3378
Email: tacquah@homewoodil.gov

The RFQ Submittals Are Due Friday, March 28, 2025 by 5:00 p.m.

ATTACHMENTS

A. Illinois Environmental Protection Agency Water Quality Based Effluent Limits



ILLINOIS ENVIRONMENTAL PROTECTION AGENCY

2520 WEST ILES AVENUE, P.O. BOX 19276, SPRINGFIELD, ILLINOIS 62794-9276 • (217) 782-3397
JB PRITZKER, GOVERNOR JAMES JENNINGS, ACTING DIRECTOR

Memorandum

DATE: 29 January 2025
TO: Todd Bennett
FROM: James Henebry *JH*
SUBJECT: Water Quality Based Effluent Limits – Izaak Walton Preserve – Homewood

Surface Sheen (inside boom) Hardness = 390

Substance	Max. Eff. Conc.	No. of Samples	Acute Standard	Chronic Standard	302.208(g) standard	Further Analysis?
Arsenic	< 0.004	1	0.3600	0.1900	-	No RP*
Barium	0.2	1	-	-	5.0	No RP*
Cadmium	< 0.002	1	0.0452	0.0033	-	No RP*
Chromium (Total)	< 0.004	1	5.2937	0.6310	-	No RP*
Lead	0.0035	1	0.5413	0.1135	-	No RP*
Mercury (ng/L) **	< 200	1	-	-	12.0	Yes
Silver	< 0.004	1	-	-	0.005	No RP*
Selenium	< 0.004	1	-	-	1.0	No RP*
Benz(a)anthracene ***	0.00014	1	0.0046	0.0022	-	No RP*
TPH (DRO--TPH) ***	0.19	1	-	-	-	No RP*
TPH (ERO--TPH) ***	1.3	1	-	-	-	No RP*

* No RP = no reasonable potential to exceed water quality standards.

** all results in ng/L. Human Health standard given.

*** derived water quality criteria.

North Sample Site (inside boom) Hardness = 370

Substance	Max. Eff. Conc.	No. of Samples	Acute Standard	Chronic Standard	302.208(g) standard	Further Analysis?
Arsenic	< 0.004	1	0.3600	0.1900	-	No RP*
Barium	0.14	1	-	-	5.0	No RP*
Cadmium	< 0.002	1	0.0426	0.0032	-	No RP*
Chromium (Total)	0.0042	1	5.0703	0.6044	-	No RP*
Lead	0.0035	1	0.5062	0.1062	-	No RP*
Mercury (ng/L) **	< 200	1	-	-	12.0	Yes
Silver	< 0.004	1	-	-	0.005	No RP*
Selenium	< 0.004	1	-	-	1.0	No RP*
TPH (DRO--TPH) ***	0.1	1	-	-	-	No RP*

2125 S. First Street, Champaign, IL 61820 (217) 278-5800
115 S. LaSalle Street, Suite 2203, Chicago, IL 60603
1101 Eastport Plaza Dr., Suite 100, Collinsville, IL 62234 (618) 346-5120
9511 Harrison Street, Des Plaines, IL 60016 (847) 294-4000

595 S. State Street, Elgin, IL 60123 (847) 608-3131
2309 W. Main Street, Suite 116, Marion, IL 62959 (618) 993-7200
412 SW Washington Street, Suite D, Peoria, IL 61602 (309) 671-3022
4302 N. Main Street, Rockford, IL 61103 (815) 987-7760

TPH (ERO--TPH) ***	0.21	1	-	-	-	No RP*
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* No RP = no reasonable potential to exceed water quality standards.

** all results in ng/L. Human Health standard given.

*** derived water quality criteria.

South and East Sampling Sites (outside boom) Hardness avg. = 370

Substance	Max. Eff. Conc.	No. of Samples	Acute Standard	Chronic Standard	302.208(g) standard	Further Analysis?
Arsenic	< 0.004	1	0.3600	0.1900	-	No RP*
Barium	0.18	2	-	-	5.0	No RP*
Cadmium	< 0.002	1	0.0426	0.0032	-	No RP*
Chromium (Total)	0.0048	2	5.0703	0.6044	-	No RP*
Lead	0.004	2	0.5062	0.1062	-	No RP*
Mercury (ng/L) **	< 200	2	-	-	12.0	Yes
Silver	< 0.004	2	-	-	0.005	No RP*
Selenium	< 0.004	2	-	-	1.0	No RP*
Benzene	< 0.005	2	4.2	0.86	-	No RP*
Ethylbenzene	< 0.005	2	0.15	0.014	-	No RP*
Toluene	< 0.005	2	2	0.6	-	No RP*
Xylene	< 0.015	2	0.92	0.36	-	No RP*
Benz(a)anthracene ***	0.0024	2	-	-	0.1700	No RP*
Benzo(a)pyrene ***	0.0044	2	-	-	0.0160	No RP*
Benzo(b)fluoranthene ***	0.0071	2	-	-	0.0160	No RP*
Benzo(g,h,i)perylene ***	0.0046	2	-	-	-	No RP*
Benzo(k)fluoranthene ***	0.0055	2	-	-	1.6000	No RP*
Chrysene ***	0.0071	2	-	-	0.0160	No RP*
Fluoranthene ***	0.012	2	0.0043	0.0018	0.1200	Yes
TPH (DRO--TPH) ***	0.11	2	-	-	-	No RP*
TPH (ERO--TPH) ***	0.58	2	-	-	-	No RP*

* No RP = no reasonable potential to exceed water quality standards.

** all results in ng/L. Human Health standard given.

*** derived water quality criteria.

Conclusion

Fluoranthene was above the acute and chronic water quality standards.

The discharger should be informed that future sampling for Arsenic, Cadmium, Lead, and Iron should be reported in the dissolved fraction to assess if there is reasonable potential to exceed the water quality standards.

Mercury was not detected. Future Mercury monitoring should use the low-level detection method.

These recommendations reflect a water quality standards perspective only and should not be construed as being inclusive of all factors that must be taken into consideration by the permit writer.

Attachment

cc: Des Plaines Regional Office – Surface Water Manager