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**REQUEST FOR QUALIFICATIONS (“RFQ”)
FOR PROFESSIONAL PLANNING SERVICES**

SAFE STREETS AND ROADS FOR ALL (SS4A) COMPREHENSIVE SAFETY ACTION PLAN & DEMONSTRATION PROJECT

FIVE (5) HARD COPIES OF THE RESPONSE TO BE SUBMITTED

**RFQ#: 2026-03-01
Published: March 27th, 2026
Due: April 10th, 2026 at 10:00 am CT**

All responses shall be delivered to:
**City of Harvey
Ms. Corean Davis, City Administrator
15320 Broadway Ave
Harvey, IL 60426**

RESPONSES MUST BE RECEIVED NO LATER THAN 10:00 A.M. CDT, ON APRIL 10th, 2026.

REQUEST FOR QUALIFICATIONS SAFE STREETS AND ROADS FOR ALL

The City of Harvey (“City”) requests Statements of Qualifications (SOQ) from qualified consulting firms to provide professional planning and transportation safety services to support the development of a Comprehensive Safety Action Plan and demonstration activities funded through the U.S. Department of Transportation Safe Streets and Roads for All (SS4A) program. Qualifications submissions will be accepted until **10:00 A.M. CDT, APRIL 10th, 2026**. SOQ’s received after that date and time will not be considered. SOQ’s will be reviewed by the City of Harvey evaluation team.

All SOQ’s hard copies shall be submitted in a sealed envelope and identified on the outside as:

CITY OF HARVEY, IL

Safe Streets and Roads for All Comprehensive Safety Action Plan and Demonstration Project

SOQ’s shall be delivered to the City of Harvey, at the City Hall at 15320 Broadway Avenue, Harvey, IL 60426. All SOQ’s will be scored and ranked with the highest rated firm being awarded a contract.

Purpose

The purpose of this RFQ is to solicit Statements of Qualifications from experienced consulting teams capable of assisting the City of Harvey with the preparation of a Comprehensive Safety Action Plan consistent with SS4A requirements and implementation of demonstration activities to evaluate roadway safety improvements.

Project Overview

The City of Harvey is seeking SS4A funding to develop a Comprehensive Safety Action Plan and implement demonstration activities aimed at achieving zero roadway fatalities.

With a population of approximately 23,000 residents and a substantial transportation network Harvey has many opportunities to improve and address transportation safety throughout the community. For example, between 2018 and 2022, the Illinois Department of Transportation recorded 43 fatal crashes within the City, resulting in the highest fatality rate in Illinois. These issues, along with rail, automobile, pedestrian, and bicycle conflicting uses, led the City to pursue funding to develop a plan that identifies and addresses areas of concern.

As a result of the transportation concerns in the community, regional partners including IDOT, CMAP, Pace, SSMMA, RTA, and local stakeholders have begun coordinating with the City to analyze roadway safety conditions and identify improvements. It was agreed that a Safety Action Plan would be a useful tool to target improvements. The Safety Action Plan will build upon stakeholder efforts by establishing leadership commitment, conducting safety analysis, identifying risk factors, prioritizing improvements, and developing implementation strategies.

Demonstration Project

As part of this project, the City will implement a demonstration project around Whittier Elementary School using quick-build traffic calming improvements. Community engagement for this effort may

include student design workshops, classroom education, walking school bus tours, and community painting events associated with Bike to School Day.

Scope Of Work

The selected consultant will work with the City and partner agencies to complete the Comprehensive Safety Action Plan and evaluate the demonstration project.

Typical tasks may include:

- Project management, coordination, and reporting
- Development of a project management plan and schedule
- Stakeholder interviews and steering committee coordination
- Community engagement including public meetings, surveys, and outreach
- Collection and analysis of crash data, roadway characteristics, and traffic data
- Identification of high-injury networks and systemic safety risks
- GIS mapping and spatial analysis of crash patterns
- Evaluation of vulnerable road user safety including pedestrians and bicyclists
- Support for design and evaluation of quick-build demonstration improvements
- Development of safety strategies including infrastructure, policy, and programmatic recommendations
- Development of implementation priorities and funding strategies
- Preparation of draft and final Comprehensive Safety Action Plan
- Development of performance measures and monitoring framework

Project Threshold Criteria

The selected consultant must comply with various threshold criteria. This includes compliance with all applicable federal requirements associated with the SS4A program.

These requirements include:

- Familiarity with the SS4A program
- Understanding of City of Harvey street safety concerns and road grid
- USDOT Safe Streets and Roads for All program guidance
- Title VI of the Civil Rights Act of 1964
- Americans with Disabilities Act (ADA)
- Disadvantaged Business Enterprise (DBE) participation requirements
- Federal procurement standards under 2 CFR Part 200
- National Environmental Policy Act (NEPA) requirements, if applicable
- Data reporting and performance monitoring requirements established by USDOT

The consultant will assist the City in ensuring that all planning deliverables meet SS4A eligibility and documentation requirements.

Insurance Requirements

The selected consultant shall maintain insurance coverage throughout the duration of the contract including:

- Commercial General Liability: \$1,000,000 per occurrence and \$2,000,000 aggregate
- Professional Liability (Errors and Omissions): \$1,000,000 minimum
- Automobile Liability: \$1,000,000 combined single limit
- Workers' Compensation: Statutory limits required by Illinois law

The City of Harvey shall be named as an additional insured on applicable policies. Certificates of insurance must be provided prior to the commencement of work.

Statement of Qualifications Requirements

To achieve a uniform review process and degree of comparability, the proposals should consist of the below information. Please note that submittals should not be more than 12 pages, 11 pt font. Cover letter does not count toward the page limit.

- *Title Page and/or Cover letter*
Show the proposal title, the name of the firm, address, telephone number, email address, name of primary contact person, the date, and other relevant company information. Provide the name(s) of the person(s) authorized to make representations for your firm, their title(s), and contact information. Include a list and contact information for any proposed sub-consultants and their proposed role. No more than two (2) pages should be dedicated to this section of the proposal.
- *Firm Profile*
Describe and show your firm's background, size, and nature of services. No more than three (3) pages should be dedicated to this section of the proposal.
- *Key Staff and Resumes*
Provide resumes of all key staff that will work on the project including project experience with similar Scopes of Work.
- *Project Scope of Work*
Describe the specific tasks the consultant proposed to use in completing the project. A proposed work schedule and a list of products and deliverables should be included. The schedule should reflect an anticipated completion date of May 31, 2028.
- *Examples of Similar Projects*
Provide three (3) project examples that demonstrate your expertise, along with client reference information, in the preparation and development of similar deliverables, as listed in the project Scope of Work. No more than six (6) pages should be dedicated to this section of the proposal.
- *References*
Respondents shall provide at least three (3) professional references for projects of similar scope and complexity completed within the last five (5) years. Preference will be given to references from projects involving transportation safety planning, Vision Zero initiatives, SS4A programs, or similar federal or state-funded transportation projects.
For each reference, provide the following information:
 - Name of client organization or municipality
 - Project title and brief description of services provided

- Location of the project
- Year the project was completed (or current status if ongoing)
- Name, title, and organization of the reference contact
- Phone number and email address of the reference contact

The City of Harvey reserves the right to contact any references provided as well as other previous clients of the firm to verify experience and performance.

Evaluation Criteria

Statements of Qualifications will be reviewed and evaluated by the City of Harvey's evaluation committee. Submittals will be evaluated based on the following criteria:

Relevant Experience with Transportation Safety Planning – 30%

Demonstrated experience preparing transportation safety plans, Vision Zero strategies, or similar roadway safety initiatives. Preference will be given to firms with experience preparing Safe Streets and Roads for All Safety Action Plans, high-injury network analyses, or other federally funded transportation planning projects.

Understanding of SS4A Program Requirements – 20%

Demonstrated understanding of the Safe Streets and Roads for All program requirements, including development of Comprehensive Safety Action Plans, data-driven safety analysis, equity considerations, performance measures, and federal reporting requirements.

Qualifications of Proposed Project Team – 20%

Qualifications, expertise, and availability of the proposed project manager and key staff. Consideration will be given to the team's experience with transportation safety analysis, GIS and crash data analysis, community engagement, and quick-build demonstration projects.

Quality of Proposed Project Approach – 20%

The clarity, feasibility, and innovation of the proposed approach to completing the work, including the methodology for data analysis, community engagement, demonstration project evaluation, and development of the Comprehensive Safety Action Plan.

Past Performance and References – 10%

Quality of work performed on similar projects, demonstrated ability to meet project timelines and budgets, and feedback from client references.

Compliance with Laws

The selected firm agrees to be bound by all applicable Federal, State and Local laws, regulations and directives as they pertain to the performance of the contract.

No City of Harvey elected official, officer, or employee who participates in the procurement, management, or administration of engineering services contracts or subcontracts has, directly or indirectly, any financial or other interest in connection with the proposed engineering contracts or subcontracts.

No person or entity performing services for the City of Harvey has, directly or indirectly, any financial or other interest in any real property to be acquired for the project.

Right To Reject

The City of Harvey reserves the right to reject any or all responses, waive irregularities, and accept the response that is deemed to be in the best interest of the City.

Questions

Any questions concerning this request for qualifications should be addressed to Corean Davis at cdavis@cityofharveyil.gov. Statements of Qualifications should be delivered to the City of Harvey, at the City Hall at 15320 Broadway Ave, Harvey, IL 60426 by April 10th, 2026, by 10:00am CDT. The bid opening will take place on April 10th, 2026, at 10:01am CDT at City Hall.