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REQUEST FOR QUALIFICATIONS

MUIRHEAD SPRINGS OBSERVATION PLATFORM

RFQ-FP-01-2526 **May 1, 2025**

The Forest Preserve District of Kane County Commission is seeking qualified design professionals for Professional Design & Grant Assistance Services: Wildlife Observation Platform at Muirhead Springs Forest Preserve. This project will be conducted in two (2) phases and include all aspects from site inventory to post-construction as-built drawings. The top three (3) firms will be interviewed. Selection will be determined based on initial and post-interview evaluation scores.

HOW TO SUBMIT:	**www.kaneforest.bonfirehub.com**
QUESTIONS:	**Via Bonfire by May 15, 2025 at 12:00 p.m. CST**
ADDENDUM ISSUED:	**May 19, 2025 at 2:00 p.m. CST (if needed)**
SUBMISSION DEADLINE:	**May 22, 2025 at 2:00 p.m. CST (must submit online)**
INTERVIEWS CONDUCTED:	**June 3-4, 2025**
NEGOTIATIONS BEGIN:	**June 6, 2025**
CONTRACT AWARD DATE:	**July 8, 2025**
PROPOSAL REQUIREMENTS:	**15 pages maximum in PDF format via Bonfire (no paper submissions accepted)**
REQUIRED DOCUMENTS:	**Contact & Affidavit/Certification of Corporation**
	Formatted Proposal (per Section III of RFQ)
	Addendum Acknowledgement (if issued)
INITIAL EVALUATION CRITERIA:	**Completeness of Submission (10%)**
	Qualifications/Experience of Firm & Staff (50%)
	Project Approach (40%)
POST-INTERVIEW CRITERIA:	**Qualifications/Experience of Firm & Staff (50%)**
	Project Approach (50%)

PROJECT MANAGER: Jennifer Rooks-Lopez, Director of Planning & Land Protection