

FIRM SELECTION PROCESS

SOQ's will be reviewed and approved by the Town of Maxville Board. Firms will be ranked in order of preference based on their SOQ and supplementary information gathered via telephone and/or email. The Town of Maxville will consider the following criteria in evaluation of the SOQ's and supplementary information:

1. Firm's understanding of an approach to this project. (20%)
2. Related project experience for the assigned Firm personnel. (20%)
3. Firm's related project experience and qualifications. (20%)
4. Firm's past work experience with Town. (20%)
5. Resources available to complete the project in a timely matter. (20%)

ANTICIPATED PROJECT TIMELINE

- April 11, 2022 - Release of Request for SOQ's.
- April 25, 2022 - SOQ Due Date.
- April 26, 2022 - Town Board Reviews SOQ's and selects Firm.
- April 27, 2022 - Town forwards to WisDOT completed Form DT1515 - Local Design Selection Approval Checklist.
- May 10, 2022 - WisDOT approves Form DT1515 - Local Design Selection Approval Checklist.
- May 16, 2022 - Selected Firm and Town negotiate contract for Application Assistance Phase Services.
- May 17, 2022 - Town Board approves Application Assistance Phase Services Contract.
- May 17, 2022 - Town Board meeting to review project scope.
- May 24, 2022 - Transmit completed Application to the Town
- May 25, 2022 - Town approves Application.
- May 26, 2022 - Town submits Application to WisDot.
- Fall 2022 - WisDOT issues FFY23-26 STP-Local Program awards.
- Spring 2023 - Negotiate 3 party contract for Design and Bid Documents Contract. *
- 2023 to 2024 - Complete Design. *
- 2024 to 2027 - Complete Construction. *

*-Dependent upon FFY23 STP-Local Program award date and subject to change.