

**PUBLIC BUILDING COMMISSION OF CHICAGO  
ADDENDUM #1  
REQUEST FOR QUALIFICATIONS FOR ARCHITECT OF RECORD SERVICES  
FOR CHICAGO VOCATIONAL CAREER ACADEMY – PS1934**

**Date:** Wednesday, August 1, 2012

**Notice of Changes in the Request for Qualifications (RFQ) Documents:**

The following changes are hereby made in the RFQ documents, and insofar as the prior RFQ documents are inconsistent herewith, the changes mentioned herein shall govern.

**Change 1: Delete the following paragraph from VII. SUBMITTAL REQUIREMENTS, Section 7.2 Submittal Content, Item C. Experience and Past Performance:**

“For project-specific information, include the project name, location, client, total contract amount, principal-in-charge, day-to-day technical project manager, your firm’s primary role on the project, key staff, date completed, client reference (name, current position, phone number, e-mail address), and a brief narrative description for each project. Limit the description of each project to two (2) pages.”

**Questions & Answers**

Question 1: Do you have a preliminary cost estimate for this project?

**Answer 1: The Public Building Commission (PBC) does not have a preliminary cost estimate for this project.**

Question 2: Does PBC expect the low voltage technology design firm to be included as a part of the AOR’s basic services team or will the low voltage technology design firm be considered as a reimbursable consultant?

**Answer 2: The low voltage design is expected to be performed as part of the electrical engineering design (as a component of the basic services – not as a reimbursable consultant service).**

Question 3: Must the Respondent have a single project equal or greater than \$50 million in order to qualify?

**Answer 3: Yes, the Respondent must have a single project equal to or greater than \$50 million to qualify.**

Question 4: Please confirm that the Architect of Record (“AOR”) team will work in coordination with an Environmental team (separately contracted through the Public Building Commission) and the AOR team composition does not need to include an Environmental Consultant.

**Answer 4: The Environmental Team will be separately contracted through the Public Building Commission (“PBC”) and the AOR team composition does not need to include an**

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**Environmental Consultant, but will need to coordinate and document the scope of work to include the recommendations of the PBC contracted Environmental Consultant.**

Question 5: Can the team performing the Building Assessment portion of the project also pursue the AOR contract?

**Answer 5: Yes.**

Question 6: Is only the prime required to submit the completed "Attachment B – Legal Actions" form?

**Answer 6: Yes.**

Question 7: Is only the prime required to submit the completed "Attachment E – Disclosure of Retained Parties" form?

**Answer 7: Yes.**

Question 8: Is only the prime required to submit the completed "Attachment F – Disclosure Affidavit" form?

**Answer 8: Yes.**

Question 9: Should the PBC elect to solicit proposals for the Part 2 scope, will consultants on the Part 1 team be allowed to team up with Part 2 respondents?

**Answer 9: If the PBC has to select a new team (not anticipated) for Part 2, we will select a Respondent based on the AOR team submissions received on August 8, 2012 in response to this RFQ.**

Question 10: Will site preparation likely be part of Part 1 or Part 2 of the scope?

**Answer 10: Site preparation documentation and construction administration will most likely be in Part 2 of the scope.**

Question 11: Do the example project(s) of \$50 million or more need to be K-12 only or can they be Higher Education projects as well?

**Answer 11: The example project(s) of \$50 million or more are not required to be education-related projects.**

Question 12: Do the example projects(s) that represent complex project phasing need to be specific to K-12 or can they be Higher Education projects as well?

**Answer 12: The example project(s) that demonstrate complex project phasing experience are not required to be education-related projects.**

Question 13: Should "Attachment A – Categories of Expertise Client References" be completed for the Key Team Members Personnel or for the Respondent, or can they be a mixture of both?

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**Answer 13: Key Team Members involved in projects should be noted on Attachment A, as well as mentioned in the Executive Summary. Additional client references for Key Team Members Personnel will not be necessary.**

Question 14: Where in the RFQ can the Respondent place a brief introduction of the firm?

**Answer 14: In the Executive Summary.**

Question 15: Would the PBC like the Respondent to include a one page firm introduction for each major Consultant: MEP/FP, Structural, Civil, Landscape, Cost Estimating? If yes, please direct the Respondent on where to place the introductions in the submittal.

**Answer 15: No, this is not necessary.**

Question 16: Can two categories of expertise be combined into one set of projects?

**Answer 16: Yes, the Respondent may cite as many categories of expertise that apply to any specific project provided.**

Question 17: Does the Respondent need to use Attachment A format for all submitted projects (with an attached second page with a photo and project description)?

**Answer 17: Yes, the Respondent is to submit an Attachment A – Categories of Expertise Client References for each project citation. Completed Attachment As are to be included in the Respondent's submittal under Tab J – Required Forms.**

Question 18: Please confirm that we are limited to two (2) projects for each of the six categories (a total of 12 projects).

**Answer 18: Correct. The Respondent is limited to two (2) projects that exemplify each Category of Expertise.**

Question 19: Does the PBC want the Respondent to include any project examples from our MEP, Civil, Structural and Landscape Consultants or should ALL of the projects be by the Prime?

**Answer 19: Projects should be from the Respondent. If projects have Team Member Sub-consultant's involvement, please note that participation on Attachment A.**

Question 20: Would the PBC like the Respondent to ADD the following two categories of Key Team Members Personnel: Lead K-12 Designer and Historic Preservation Leading Team Member?

**Answer 20: No.**

**END OF ADDENDUM NO. 1**

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