

PUBLIC BUILDING COMMISSION OF CHICAGO

ADDENDUM NO.01 TO REQUEST FOR QUALIFICATIONS/PROPOSALS NO. PS1983
For
COMPREHENSIVE DIGITAL CONSTRUCTION DOCUMENT PRINTING SERVICES

DATE: 08/23/2013

NOTICE OF CHANGES TO THE REQUEST FOR QUALIFICATIONS AND PROPOSALS (RFQP) DOCUMENTS:

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

Change 1: KEY INFORMATION ABOUT THIS RFQP/P, Delete Item 5. Number of Copies:

And replace with

5. NUMBER OF COPIES: *Submit 1 signed original copy, 1 unbound copy and 3 compact disks (CD) or flash drives each containing a copy of the Submission in a sealed envelope or container excluding Schedule C Price Proposal. In a separate sealed envelope, marked "PRICE PROPOSAL", provide 1 completed copy of Schedule C – Price Proposal.*

Change 2: INSTRUCTIONS TO RESPONDENTS, Delete Item 1.2.

And replace with

1.2 *Submittals should be bound on the long side and prepared on standard 8½" x 11" letter size paper, with material on one side only. Separate each section using labeled tabs and organize in accordance with submittal requirements listed below. Expensive papers and bindings are discouraged since no materials will be returned. Of the five (5) submittals, at least one (1) must contain original signatures and be marked ORIGINAL, one (1) must be submitted without any binding so as to facilitate additional copying by the PBC as required, three CD-ROMs or flash drives each containing a copy of the Submission in electronic format excluding Schedule C Price Proposal. In a separate sealed envelope, marked "PRICE PROPOSAL", provide one (1) completed Schedule C – Price Proposal. Failure to submit the required number of copies may prevent the Submission from being evaluated within the allotted time.*

Questions & Answers

Question 1:

Section A. Experience: Even though we've only been in business for 45 days, should we use projects that have been done in the last few months or can we use larger projects that better represent our capabilities but were done under the previous owner?

Answer 1:

Complete Schedule A - Part II Experience providing the following information: 4.1. List and describe the experience of the firm in the last three (3) years in performing services in similar size and scope. This should be any work the firm that has been in business for 45 days has performed ("Respondent").

Mayor Rahm Emanuel, Chairman

Erin Lavin Cabonargi, Executive Director

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Question 2:

Part IV Financial Capacity: Can we provide the last 3 years of financial data from the previous owner as well as our data since inception?

Answer 2:

Respondent should provide any audited financials from the Respondent AND they can also supply the last year of the previous owner's audited financials.

Question 3:

Also, for the audited financial statement for the last fiscal year, would we be exempt from submitting that because of our limited operating history?

Answer 3:

If there's a joint venture partner, please provide their financial statements for 2012.

Question 4:

Could the Financial Statements be kept confidential? Could we submit them in a sealed envelope marked "confidential" rather than inserting them into the overall proposal and CDs?

Answer 4:

Yes.

Question 5:

The Request for Qualifications/Proposal states that a request for waiver must be sent to the Executive Director but does not state who that is or where to send it. Can you tell me who that would be?

Answer 5:

The request for waiver must be included in your proposal. Please review SCHEDULE D: SPECIAL CONDITIONS REGARDING THE UTILIZATION OF MINORITY AND WOMEN OWNED BUSINESS ENTERPRISES FOR PROFESSIONAL SERVICES, Section 7 Request for Waiver

Question 6:

What certifications does the PBC accept?

Answer 6:

Certified Minority Business Enterprise" means a person or entity granted certification by the City of Chicago or County of Cook. Evidence of Certification: Affidavit of MBE/WBE. A copy of each proposed MBE and WBE firm's Letter of Certification from the City of Chicago, Department of Procurement Services or Cook County must be submitted.

END OF ADDENDUM NO. 01

Mayor Rahm Emanuel, Chairman

Erin Lavin Cabonargi, Executive Director