



ADDENDUM

Public Building Commission of Chicago | Richard J. Daley Center | 50 West Washington Street, Room 200 | Chicago, Illinois 60602 | (312) 744-3090 | pbcchicago.com

ADDENDUM NO.: 02
PROJECT NAME: Engineering Services Letters of Interest and Qualifications
PROJECT NO.: Program-wide
CONTRACT NO.: N/A
DATE OF ISSUE: July 19, 2016

NOTICE OF CHANGES, MODIFICATIONS, OR CLARIFICATIONS

The following changes, modifications, or clarifications are hereby incorporated and made an integral part of the Solicitation Documents. Unless clearly expressed otherwise by this Addendum, all terms and conditions defined in the original Solicitation Documents shall continue in full force and effect and shall have the same meaning in this Addendum.

ITEM NO. 1: REQUESTS FOR INFORMATION

Please see the attached log.

ITEM NO. 2: ENGINEERING SERVICES LIQ EXPERIENCE MATRIX (Rev. 07/19/2016)

Please see the attached matrix.

List of Attachments:

1. Request for Information (RFI) Log.
2. Engineering Services LIQ Experience Matrix (Rev. 07/19/2016)

END OF ADDENDUM NO. 02

PUBLIC BUILDING COMMISSION OF CHICAGO
RFI LOG

PROJECT NAME: Letters of Interest and Qualifications (LIQ) for Engineering Services
PROJECT NUMBER: 00000-Program-wide
SUBMISSION DUE DATE: Friday, July 29, 2016

REQUESTS FOR INFORMATION

Description of Q/A

Question 1	Does the firm have to submit for all the services listed on the LIQ? Or is it acceptable to submit for selected engineering services?
Answer 1	No, firms do not need to submit for all services listed on the LIQ. Your firm should demonstrate experience in areas of service your firm has completed in the past.
Question 2	Does the respondent need to be qualified in all areas?
Answer 2	No, firms do not need to be qualified in all listed areas of Engineering Services.
Question 3	Do the MBE/WBE firms need to be identified or is a commitment to meet the goals sufficient?"
Answer 3	Firms interested in responding to the Engineering LIQ are not required to identify MBE/WBE firms in their submission. However, Firms must include a statement demonstrating its commitment to meeting the PBC's MBE/WBE goals if selected to provide services on a PBC Project.
Question 4	Our firm would like to be considered for future PBC projects but has no prior experience to list on the experience matrix. Can our firm still respond to the LIQ?
Answer 4	If you firm has specialized experience in a discipline not listed, please fill in the open spaces on the matrix to include your firm's specialized area.
Question 5	Will the webinar be rescheduled since the link is not working for registered emails?
Answer 5	The GoTo meeting was recorded and is available for review by visiting our website: www.pbcchicago.com/content/working/opening_display.asp?BID_ID=479 .
Question 6	Is this a discipline specific LIQ or a blanket LIQ?
Answer 6	This is a blanket LIQ for all areas of Engineering Services.
Question 7	Section III-3.1.v: It stated that sub-consultants and reimbursable consultants are not to be included in this submission. How are respondents able to demonstrate the wide range of services PBC is requesting?
Answer 7	This solicitation is for specific firm experience in various Engineering Services. The PBC is not looking for engineering teams through this solicitation.
Question 8	"Section V Tab 6: MBE goal and WBE goals are stated as 24% and 4% respectively. However, according to Attachment B, 2a, it is stated as 25% and 5%. Please clarify.
Answer 8	Each project will have specific goals and approved compliance plans. However, generally, the PBC's MBE and WBE goals on professional services is 25% MBE and 5% WBE.
Question 9	For the purpose of this submittal, we want to showcase our specific group within our company that performs investigation/evaluation services associated with existing buildings. Our firm is already prequalified with the PBC to specialty services, do we need to outline these services in this LIQ submittal too. Is that something you want for the database you are creating?
Answer 9	If your firm is already prequalified to perform specific services for the PBC, you do not need to include those items in this submission response. However, you are welcomed to provide a brief description of your firm's other capabilities.
Question 10	Where shall we put the Sample Agreement in our submittals?
Answer 10	The sample Professional Services Agreement was provided for informational purposes only and not required for submission.
Question 12	Landscape Design is listed as a service. Even though this LIQ is for Engineering services, are you accepting LIQs from Landscape Architecture firms?
Answer 12	Landscape Design firms should submit to the AOR LIQ.
Question 13	Are the MBE/WBE goals per project assigned or is it PBC's overall accumulated goal per year?
Answer 13	The MBE/WBE goals are determined on each project. See answer to question 8.
Question 14	Do attachments A, B, and C need to be filled out and submitted or are the just for example. Also, if they are to be filled out which tab would we put them under.
Answer 14	Attachments A and C must be completed and returned. They can be placed References in Tab 8.
Question 15	Will there be a shortlisting process for the LIQ Database or will all firms be entered?
Answer 15	All firms who submit a compliant LIQ submission will be enrolled in the database.

Description of Q/A

Question 16	Will firms be "prequalified" by market type or by engineering services? Thank you.
Answer 16	This is not a prequalification. This is for enrollment into the Commission's Engineering Services Database.
Question 17	Regarding Tab 8, can a firm submit references/testimonials that are for a current employee earned through their work/services while at a previous firm?
Answer 17	Yes, however, at least three of the references should be from work performed under the submitting firm's banner.
Question 18	Is this a prerequisite for projects that may be issued in the future including Design/Build projects? Will teams be able to choose any engineer or only those submitting on this LIQ? Thank you.
Answer 18	No. This is a stand alone solicitation for Engineering Services only unrelated to any future PBC solicitations for other services. Should the PBC have a future solicitation requesting teams, firms are free to choose any engineering firm (regardless if they are enrolled of our database or not) with which a successful partnership can be developed.
Question 19	How long will the LIQ be good for? How often will we need to submit our full qualifications?
Answer 19	Firms will be notified when the LIQ will no longer be utilized. Firms are encouraged to update their full submission at their discretion. Suggested points include: completion of a complex/challenging project and changes in key staff.
Question 20	Do we have to fill out the exact Excel matrix provided by PBC? We understand that it's important to have projects/people numbered correctly, but do we have the freedom to reformat/style the chart itself?
Answer 20	Firms may stylize the matrix at their discretion. However, core set-up and titles must remain the same.
Question 21	Knowing that the number of projects for the "Other" category in Tab 4 is limited to 4, are we allowed to list 4+ projects listed under the "Other" category in Tab 5/for the matrix?
Answer 21	Yes.
Question 22	If our firm is enrolled in the AOR LIQ do we need to submit for the Engineering Services LIQ?
Answer 22	Yes. The two databases are separate. In order to be selected for engineering services, the firm must be enrolled in the requisite database.
Question 23	On the matrix, is there a maximum number of projects that you would like us to limit relevant project experience?
Answer 23	No.
Question 24	Should the project experience be only projects within the past couple of years?
Answer 24	Please refer to the Submission Requirements description under Tab 4.
Question 25	Can we leave project cost blank if it was confidential or we were unaware of the cost?
Answer 25	Please provide an educated estimated project cost if unaware (and denote estimated).
Question 26	Can we leave the project reference blank, if the project reference is no longer with the company or is unreachable?
Answer 26	Please use projects with verifiable references.
Question 26	If we don't have the square footage for the project, can we leave that blank?
	Please provide an educated estimated square footage for the project (and denote estimated).