

**PUBLIC BUILDING COMMISSION OF CHICAGO**

**November 18, 2009**

**Addendum No. 1**

**To**

**REQUEST FOR QUALIFICATION (“RFQ”)**

**for**

**ENVIRONMENTAL CONSULTING SERVICES FOR  
RENOVATION/DEMOLITION PROJECTS**

**PS1651**

For which Proposals are scheduled to be received no later than 2:00 p.m., Central Standard Time on Monday, November 23, 2009, at the Public Building Commission of Chicago (“PBC”).

<p><b>Respondent must acknowledge receipt of this Addendum No. 1 in their Proposal</b></p>
--

**This document contains:**

- I. Notice of Revisions and Changes;**
- II. Answers to 10 questions submitted for clarification of the RFQ;**

The information contained in this Addendum No.1 is incorporated by reference into the original Request for Qualifications (RFQ) issued on November 6, 2009.

**November 18, 2009**

**ADDENDUM NO. 1**

**FOR**

**REQUEST FOR QUALIFICATION (RFQ) FOR  
ENVIRONMENTAL CONSULTING SERVICES FOR  
RENOVATION/DEMOLITION PROJECTS**

**PS1651**

For which proposals are due in the Public Building Commission, Room 200, Daley Center, 50 W. Washington Street, Chicago, Illinois 60602, at 2:00 p.m., Central Standard Time, Monday, November 23, 2009 (pursuant to RFQ advertised November 6, 2009).

**RESPONDENT SHOULD ACKNOWLEDGE RECEIPT OF THIS ADDENDUM IN THE COVER LETTER SUBMITTED WITH YOUR PROPOSAL.**

**SECTION I: NOTICE OF REVISIONS/CHANGES**

1. **Section 3.4 “Term of the Contract”**, is deleted from the original RFQ of November 6, 2009, and replaced in its entirety with:

**3.4 Term of the Contract**

The agreement resulting from this RFQ will be effective on the date of execution for a period of three (3) years with two, one (1) year extensions options for the same Terms & Conditions, or upon completion of the last executed task orders, whichever occurs later.

2. **Section 6.1, subpart J**, is deleted from the original RFQ of November 6, 2009, and replaced in its entirety with:

**a. Complete and execute for following attachments:**

- i. Attachment A Disclosure Affidavit
- ii. Attachment B Relevant business References
- iii. Attachment C Legal Actions
- iv. Attachment D Disclosure of Retained Parties
- v. Attachment E Special conditions Regarding the Utilization of MBE/WBE  
(All MBE/WBE schedules that apply)
- vi. Attachment F – Insurance Requirements  
(Provide an Insurance certificate with listed liabilities required)

All other provisions and requirements remain as originally set forth in the RFQ except as modified and incorporated as a result of this Addendum.

## **SECTION II: Answers to 10 questions submitted for clarification of the RFQ**

The following questions and requests for clarification were submitted in accordance with Section 1.3 (“Questions”) of the RFQ. The PBC’s response (in *italic*) follows each question or request for clarification (in **bold**) received.

### **QUESTIONS & ANSWERS**

- 1. Does the selected Vendor pick the laboratory and does this RFQ include asbestos, lead or mold analytical services?**

*A: Yes the selected vendor selects the laboratories they choose to utilize and this RFQ includes asbestos, lead, and waste analytical services. No mold analytical services are being requested in this RFQ.*

- 2. The RFQ specifically states, “Qualified consulting firms must also have Illinois department of Public Health (IDPH) licensed lead and asbestos inspectors and asbestos project designers on staff.” If the Respondent does not have lead/asbestos inspectors on staff, and would like to team or partner with another firm to provide these services, is this acceptable or does the Respondent absolutely have to employ these professional?**

*A: The Consultant can choose to joint venture with another firm for these services and/or utilize an MBE/WBE firm as their sub-consultant in their Qualification Package.*

- 3. Will a Pre-Bid meeting be held?**

*A: No Pre-Bid meeting will take place for this Request for Qualification.*

- 4. Is there a list of interested parties in the event we partner?**

*A: No. PBC does not keep a registry of interested parties. However the link provided below lists formerly pre-qualified entities in four different Specialty categories. One of the four is Environmental Testing & Consulting Services.*

*[http://www.pbcchicago.com/content/working/prequalified\\_specialty\\_contracts.asp](http://www.pbcchicago.com/content/working/prequalified_specialty_contracts.asp)*

- 5. Under the submittal requirements: Page 21, Section B:**

**Qualifications:** Is it acceptable to the PBC, for the person listed as I: Quality Control/Quality Assurance to also be listed under additional categories such as F. Licensed Lead Inspector, or E. Licensed Management Planner, if this person holds these credentials (and would not be the only staff listed in these categories)?

*A. Yes.*

- 6. Regarding Attachment A, “Disclosure Affidavit,” page 29: is the intent of the PBC for subcontractors to execute this Disclosure Affidavit in the event of contract award to the prime consultant, or**

**should they execute this affidavit now and be submitted with the prime consultant's submittal on 11/23?**

A. *The Disclosure form should be executed by the entity that responds to the RFQ in its submittal. Subconsultants would not execute the Disclosure until after selection of the entities approved by the Commission to provide Environmental Consulting Services.*

**7. Since there aren't any specific project requirements at this time, instead of submitting Schedule C and D for each anticipated MBE/WBE, may we submit on letterhead a commitment to minimally meet the aspirational goals set per the Special Conditions in Attachment E of this RFQ for all future projects we pursue with the PBC?**

A: *The Respondent must submit the Schedule D identifying the MBE/WBE firms proposed to be included on the Respondent's team with a percentage identifying the projected participation once the Respondent receives a task order. In addition the Schedule C, should be submitted from the proposed MBE/WBE subconsultants with the corresponding percentages.*

**8. Is it possible to get Attachment B – Relevant Business References in a Word format?**

A: *Attachment B (and only Attachment B) is provided as a sample form. Most importantly is that "at least 6 (complete) business references" including "client references from public school districts, public parks and public housing agencies" be provided.*

**9. We are interested in the above referenced RFQ and wanted to make sure we registered with you in the event any addendums are issued.**

A: *No document holder registry exists. All Respondents are responsible for obtaining the RFQ materials and checking the web site for any clarification(s) and/or addenda. Failure to obtain clarification(s) and/or addenda from the web site ([www.pbcchicago.com](http://www.pbcchicago.com)) shall not relieve you from being bound by any additional terms and conditions in the clarification(s) and/or addenda, or from considering additional information contained therein in preparing your bid or proposal. Any harm to you resulting from such failure shall not be valid grounds for a protest against award(s) made under the solicitation.*

**10. Will the new list will replace the old PBC list of Pre-qualified Specialty Consultants?**

A. *The resulting list of selected qualified vendors will replace the current list on the website, due to the new task order engagement process detailed in Section 3.3.*