

**PUBLIC BUILDING COMMISSION OF CHICAGO**

**November 23, 2009**

**Addendum No. 1**

**To**

**REQUEST FOR QUALIFICATION (“RFQ”)**

**for**

**SURVEY SERVICES**

**PS1688**

For which Proposals are scheduled to be received no later than 2:00 p.m., Central Standard Time on Monday, November 30, 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>
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**This document contains:**

- I. Notice of Revisions and Changes;**
- II. Answers to # 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 12, 2009.

November 23, 2009

ADDENDUM NO. 1

FOR

REQUEST FOR QUALIFICATION (RFQ) FOR  
SURVEY SERVICES

PS1688

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 30, 2009 (pursuant to RFQ advertised November 12, 2009).

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

SECTION I: NOTICE OF REVISIONS/CHANGES

1. The “**Submission Checklist**” is hereby modified from the RFQ. To include: Attachment D - “Special Conditions Regarding the Utilization of Minority and Women Owned Business Enterprises”
2. All references to “**resume and copies of current licenses for key personnel**” is hereby stricken from section 4.4, subpart 4.4.2.3. of this RFQ. Also refer to answer provided to question #3 of this Addendum.
3. All references to “**Detail Organization Chart**” is hereby modified from the RFQ, to read: “Project Flow Chart.”

The information contained in this Addendum No.1 is incorporated by reference into the original Request for Qualifications (RFQ) issued on November 12, 2009.

## **SECTION II: Answers to # 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. Is there a WBE/MBE requirement for this contract? If so, what are the percentages?**

A: *Yes. Refer to Attachment D, "Special Conditions Regarding the Utilization of Minority and Women Owned Business Enterprises," Section 2, "Aspirational Goals." Attachment D, was inadvertently omitted from the Submission Checklist and is required.*

- 2. Will the PBC consider language modification to the Terms and Conditions contained in Attachment G or must all terms and conditions be accepted as is in order to be awarded work?**

A: *The PBC will not revise its terms and Conditions. All Respondents must accept the Terms and Conditions as in Attachment G in order to be considered for award of a contract.*

- 3. The RFQ requires that the submittal response be tabbed in a particular order (as stated in Section 4.2). Section 4.3.6.2 (p. 14) states that resumes of key personnel should be attached in this section, however, Section 4.4.2.3 (p. 15) states that the resumes should be attached in Attachment B. Please provide direction.**

A: *Resumes with corresponding copy of current licenses of no less than six (6) local Key personnel should be attached in Section 4.3 "Technical Submission, subpart 4.3.6 "Key Personnel".*

- 4. What do you consider the "Chicago Area" boundary? Also in Section 4.3.3.2 "Statement of Qualifications", it specifies to describe the surveys performed within each city system (i.e. Chicago City Systems are mentioned). Would survey experience from any "Chicago Area" City/Town/Village (ex: Orland Park Police Department, Berwyn Park District, etc...) System qualify?**

A: *The ALTA/ACSM regulations are based on national and State standards, which would be consistent in any Illinois community. Survey experience need not be limited to only City of Chicago boundaries. For purposes of this RFQ, the "Chicago Area" includes the 7 collar county region.*

- 5. Section 4.3.5 (p. 13) refers to a Project Flow Chart that should be part of the submittal, however, the Submission Checklist (p.2) indicates**

**submission of a Detailed Organization Chart instead. Please provide direction.**

A. *Refer to section 1.3 of this addendum.*

**6. 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.*

**7. 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.*