



ADDENDUM II

SUBJECT: Request for Competitive Sealed Proposal (“RFCSP”) for Annual Contract for Fire Sprinkler Inspections, Maintenance, and Repair Services – BESD & PARKS (RFCSP 19-071, RFx: 6100011607), Scheduled to Open: September 13, 2019; Date of Issue: August 9, 2019

FROM: Norbert Dziuk, Procurement Operations Lead

DATE: September 11, 2019

THIS NOTICE SHALL SERVE AS ADDENDUM NO. II - TO THE ABOVE REFERENCED REQUEST FOR COMPETITIVE SEALED PROPOSAL

THE ABOVE MENTIONED REQUEST FOR COMPETITIVE SEALED PROPOSAL IS HEREBY AMENDED AS FOLLOWS:

- 1. The RFCSP submission deadline has been extended to September 27, 2019; 2:00 PM CT.**
- 2. Section 003 – Instructions for Respondents, Part A, Proposal Format, 6th sentence is revised to read as; “All pages shall be numbered and, in the case of hard copy submissions, printed double-sided”.**

QUESTIONS SUBMITTED IN ACCORDANCE WITH SECTION 003 – RESTRICTIONS ON COMMUNICATIONS:

Question 1: The RFCSP states a vendor form needs to be filled out. If we are already a vendor for the City do we need to complete the form again?

Response: Section 003 – Instructions for Respondents, Part A, subsection Certified Vendor Registration Form states:

“If Respondent has not completed City’s Certified Vendor Registration Respondent is required to do so prior to the due date for submission of proposals”.

Question 2: The General Information section, Attachment A, Part One, page 60 asks for three (3) reference letters from three (3) separate organizations, are these required? If so, where in the RFCSP do they need to be attached?

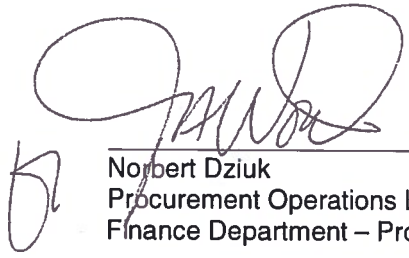
Response: Reference letters are a requirement and should be placed behind Attachment A, Part One of the Respondents proposal submittal.

Question 3: Is 11” x 17” sized paper acceptable for exhibits such as schedules and other graphics?

Response: If submitting a hard copy, yes 11” x 17” is acceptable for exhibits; however pages shall be folded into the presentation binder in a manner that allows them to be easily unfolded and reviewed.

Question 4: Are submissions that are printed double-sided acceptable?

Response: Refer to #2 above.



Norbert Dziuk
Procurement Operations Lead
Finance Department – Procurement Division

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