



**ROCKFORD BOARD OF EDUCATION
REQUEST FOR QUALIFICATIONS ON SUPPLIES, MATERIALS, EQUIPMENT OR
SERVICES FOR SCHOOL DISTRICT NO. 205
ROCKFORD, ILLINOIS**

RFQ No. **20-08 Facilities Condition Assessment**

DATE: **October 18, 2019**

RE: **ADDENDUM NO. 3**

To All Bidders:

Included are modifications, clarifications and/or corrections for the Project Manual and are hereby made a part of the contract documents. Please attach this addendum to the Project Manual(s) in your possession. Please note the receipt of this addendum on the bid form. Bidders shall review changes to all portions of this work as changes to one portion may affect the work of another.

If you plan to hand deliver your RFQ submission on the due date, please note you must check in on the 2nd floor prior to coming to the bid opening. Please allow time for this as late submission will not be accepted.

Refer all questions relative to the business aspect, Instructions to Bidders, Special Conditions, and questions concerning the technical aspect of the documents to the Director of Purchasing by email at purchasingdeptstaff@rps205.com.

CLARIFICATIONS

This addendum includes answers to requests for information to date, pre-bid opening statement and pre-bid sign-in sheet.

ROCKFORD BOARD OF EDUCATION

By: Dane Youngblood
Director of Purchasing

CLARIFICATIONS

Below is a list of requests for information to date and corresponding responses.

1. Are background checks required to be completed before we submit our response?
Background checks will be completed after a firm is selected.
2. Is it necessary to be present in the State of Illinois to have the background check completed?
No, information can be sent to the school.
3. If a firm has an alternate solution (i.e. database, or software system) to SchoolDude and/or NetRequest, may it be proposed as an optional service?
Alternate solutions may be proposed.
4. Are you looking for the Architect to be "the lead" or does it not matter as long as there is a licensed architect on the team?
Does not matter as long as there are licensed architects and engineer on the team.
5. Will you accept similar building types as equal to school experience, or will school experience be more heavily weighted in the matrix?
Similar experience is acceptable.

PRE-BID CONFERENCE OPENING STATEMENT

Welcome to the mandatory pre-bid conference for RFQ 20-08 Facilities Condition Assessment for the Rockford Public Schools.

The purpose of this meeting is to receive input, comments, questions, clarifications and suggested changes relative to this solicitation. As a reminder, the only acceptable changes to the Bid/RFP are formal Addendums published by the RPS Purchasing department. Additionally, the Addendum may address other issues identified by the School District.

The goal of today's meeting is to increase your knowledge of the solicitation as it is written and provide an information mechanism in which you may advise the School District of any changes it should make. Consequently, any changes you wish the Rockford Public Schools to consider must be submitted in writing to the Purchasing department before the deadline as expressed in the solicitation.

We will try to answer as many of the questions as possible. If we cannot answer a question today, we will defer that answer to the published Addendum. Additionally, minutes from this pre-bid conference will be published in the Addendum.

- Bid Opening is scheduled for Tuesday, October 29, 2019 at 2:00 pm Rockford Board of Education, 6th floor Conference Room. Late bids will not be accepted. Faxed or emailed bids will not be accepted.
- Board Approval December 10, 2019.
- Bid RFI Procedures - All written correspondence during the bid process **MUST** be sent to Dane Youngblood, Director of Purchasing, via email at PurchasingDeptStaff@rps205.com. Last RFI will be accepted until October 21, 2019 at 12 pm. Last addendum will be issued by October 24, 2019 at 4:30 pm.
- Addendums will be emailed to all attendees at the pre-bid conference, posted on the RPS website and Demand Star.
- PLEASE reference the **REQUIRED FORMS CHECK LIST** for all documents that **must** be submitted with your bid offer form. All forms must be properly completed, signed and submitted or your bid will be deemed non-responsive.



PRE-BID MEETING SIGN-IN SHEET

RFQ 20-08 Facilities Condition Assessment

PLEASE WRITE EMAIL ADDRESS SO THAT IT IS LEGIBLE IN ORDER TO RECEIVE ADDENDUM INFORMATION

	Printed Name	Company Name	Company Address	Telephone	E-mail
1	Raed Salem	Larson & Darby Group	4949 Harrison Ave Suite 100	815.484.0734	rsalem@larsondarby.com
2	PHILLIP MAHAR	STRUCTURAL TECHNOLOGIES	10375 S. 150th, Bloomington, IL	636-351-8200	structureinc@gmail.com
3	Jeffery Cohn	McKinstry	Lisle, IL 60532 700 Warrenville Rd. Suite 210	708 2141 7592	McKinstry.com jefferyco@
4	Casey Rames	RPS			
5	Mike Phillips	RPS			
6					
7					