

ADDENDUM NUMBER 1

**March 19, 2025
Invitation for Bid (IFB)
Window and Door Security Systems
Event Number 3272
Bid Open Date and Time : Thursday, March 27, 2025, at 11AM (CDT)
Chicago Housing Authority
Department of Procurement and Contracts
60 East Van Buren, 8th Floor
Chicago, IL 60605**

Receipt of this Addendum is to be acknowledged by the Contractor by signing, dating, and submitting with the Bid. Failure to do so may render the Bid non-responsive.

The following revisions, clarifications, additions and/or deletions are included in this Addendum to Solicitation No. 3272 and are to be fully incorporated into Respondent's Response therein.

Respondent acknowledges receipt of Addendum:

Respondent's Signature

Date

Item Number 1: Updated Compliance Documents:

The Contract Compliance Certification form and Utilization Proposal have been updated and are now accessible in Strategic Sourcing.

Item Number 2: Vendor Questions and Answers:

Q1. Downloadable Fee Proposal Form?

Response: The Fee Form is available for download in Strategic Sourcing.

Q2. HUD 5370-C doc (there is no signature required....include in the bid submission correct?)

Response: HUD 5370-C does not require a signature but must be included in your bid submission.

Q3. Single-Member LLC - (Would I choose LLC or sole proprietorship on the economic disclosure statement or both?)

Response: Your EDS should reflect the information you submit when you register as a business with the Secretary of State. The CHA will verify your business via the Illinois Secretary of State website – Business Search.

Q4. When asking for my title on documents - (Managing member or General contractor; which is preferred? for purpose of authorized person signing.)

Response: *The CHA does not have a preference for how you list your name on your submission documents, however your title should reflect the role you fulfill with your firm.*

Q5. Please provide a list of properties that will require the new signage

Response: *The list of properties is located on the Fee Form.*

Q6. Utilization Plan - Is ethnicity / gender required info as a LLC? Is there information available to show how to fill this out properly?)

Response: *We utilize the ethnicity and gender for reporting, all prime vendors complete these sections. We are aware that information will need to be updated.*

Q7. Contract Compliance Certification - It states the document should be notarized. There is no area for notary signature on page 2

Response: *An authorized signatory is needed.*

Q8. "If a Section 3 Business is self performing and WBE/MBE certified, what else is required to ensure compliance is met on the utilization form?"

Response: *Identify what percentage (%) is for Section 3 Business Concern and what percentage (%) will be for MWDBE participation.*

Q9. Please advise of the following :If I hire 1099 contractors to sub scopes out to and my business is Section 3 and W/MBE will I meet the project compliance allocation for meeting percentages?

Response: *Portion that is paid out to a non-MWDBE or Section 3 Business Concern cannot to counted toward the goals.*

Q10. Please advise of the following: Letter of Intent, I understand as a prime contractor I complete this along with subcontractors. As the prime do I complete the entire form (pg's 1 & 2)?

Response: *Each MWDBE or Section 3 Business Concern must complete a separate Letter of Intent.*

Q11. Please advise of the following: Letter of Intent - If I don't have my approved certification letter as prime attached for W/MBE in the submittals can I submit later if awarded project?

Response: *The vendor must be certified at the time of submittal.*

Q12. What is the proper way to knowledge any addendums or amendments have been received when submitting the bid package electronically?

Response: *The addendum will be uploaded to the Supplier Portal with responses to all submitted questions or any changes to the solicitation.*

Q13. Please advise of the following: Confirm all forms that needed to be completed by subcontractors. Economic disclosure statement and letter of intent, are there others?

Response: *The Letter of Intent must be completed by both the Prime Contractor and the Subcontractor. The Economic Disclosure Statement must be completed by the Prime Contractor only. All documents include instructions indicating who is required to complete them.*

Q14. Please advise of the following: 655 W 65TH St. has masonry damage on both the left and right sides of sign. The scope doesn't include this. Do you want this added?

Response: *No.*

Q15. Can you confirm how many different companies are you looking to award for this scope of work?

Response: *The CHA seeks one company to handle the fabrication and installation of signs and awnings.*

Q16. Please advise of the following: 3245 S Prairie has two signs. The front or rear sign replaced?

Response: *The front sign that has the address 3245 S. Prairie.*

Q17. Please advise of the following: 5670 W Lake St new sign installation. Being there isn't a pre existing, where should the new sign be placed.

Response: *The new sign will be at the entrance on Lake St.*

Q18. Please advise of the following: 655 W 65TH St. new sign installation. Being there isn't a pre existing, where should the new sign be placed?

Response: *The new sign will be at the walkway entrance on 65th Street.*

Q19. Please advise of the following: Are you able to provide the dimensions for all the awnings that will be replaced?

Response: *The vendor is required to measure the existing awning framework and replace with new awning in kind.*

Q20. Please advise of the following? The sites with new sign installation and there isn't a pre-existing, will details be provided of desired placement.

Response: *The new signs will be located at the entrance to the properties. Sign locations will be verified with the vendor.*

Q21. The specifications are to use welded threaded rods to connect the frame to the sign post. May we use eight 4 1/2 inch diameter threaded bolts (min four per side). These will be inserted into pre-drilled threaded holes in the supports.

Response: Yes, that is acceptable. Vendor will submit shop drawings to verify.

Q22. We conducted a sight visit to the Fannie Emanuel location and discovered there are two big rocks with the metal signs. Will the rocks remain or be removed with the sign?

Response: Boulders (rocks) to remain. Existing sign to be removed.

Q23. Specs call for placard demo and masonry repair at Daniel Hudson Burnham location. Kindly specify what masonry repair will be needed as we only see an aluminum face replacement there.

Response: Any damage done to the masonry as a result of removal or installation of placard shall be restored to its original condition.

Q24. The fee form specifies only one sign at the Lincoln T.M.A Perry location. Upon doing a site visit, there was an additional sign. Kindly advise if both signs are to be removed and installed or just the one. If it is one, please specify which one.

Response: There is one sign for Lincoln Perry to be removed and new installed. There is one sign for Lincoln Perry Annex to be removed and new installed.

Q25. Long-Life Apts have two blue awnings. Do you want to keep them blue or change to green?

Response: Green as specified.

Q26. "The Major Robert Lawrence location, the fee form specified an awning replacement. Upon a site visit the location has an orange illuminated box at the building entrance. Do you want to replace that with a metal frame and awning? or just pain the existing box?

Response: Awning is to wrap the orange box.

**** END OF ADDENDUM NO. 1****

Chicago Housing Authority

Tamiko Casteel

03/18/2025

Tamiko Casteel
Procurement Manager

Date