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BID # 2016-53
CMa WILL COUNTY COURTHOUSE RFQ

December 22, 2015
ADDENDUM 2

We received the following questions regarding the RFQ listed above:

Question # 1: On the Pre-Submittal handout today, reference was made to "county judicial courthouse facilities". Are you limiting experiences involving only "county" facilities?

Answer # 1: Please see the attached "Revised" cover letter and "Revised" Evaluation Criteria and Statement of Qualifications, which now references "county judicial or ***similar*** courthouse facilities".

Also attached is the Pre-Submittal sign in sheet with copies of business cards from attendees.

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December 15, 2015
Revised 12/22/2015

To Whom It May Concern:

You are invited to submit your credentials in response to this Request for Qualifications (RFQ) for:

Professional Construction Management Services, Agency (CMa) for the New Will County Courthouse

Respondents must be licensed to do business in the state of Illinois; and, demonstrate verifiable qualifications and experiences involving professional construction management services for county judicial or ***similar*** courthouse facilities.

Responses to this RFQ will be received in the Purchasing Department, 2nd floor, Will County Office Building, 302 North Chicago Street, Joliet, IL 60432, **not later than 3:00 p.m., "as so indicated by the time stamp clock of Will County", Friday, January 29, 2016.**

The respondent acknowledges the right of the County of Will to reject any or all responses and to waive non-material informality or irregularity in any statement of qualifications received in whole or part as may be specified in the solicitation.

Should you have any questions regarding this RFQ, please contact Rita Weiss, Purchasing Director, at rweiss@willcountyillinois.com.

We welcome your response to this solicitation.

Sincerely,

Rita Weiss 12/22/15

Rita Weiss
Purchasing Director

RFQ NO. 2016-53 CMa SERVICES FOR A NEW WILL COUNTY COURTHOUSE

Tuesday, December 22, 2015 ***(Revised Following Pre-Submittal Conference)***

EVALUATION CRITERIA:

The selection will be based on the qualifications, experience and past performance relative to design management, on-time completion, quality of work, and budget adherence on recently completed projects involving professional construction management services for county judicial or ***similar*** courthouse facilities.

STATEMENT OF QUALIFICATIONS INCLUSIONS:

At a minimum, the information submitted for review should include:

1. A cover letter, signed by a principal, describing a brief history of firm, type of organizational structure (corporation, partnership, sole proprietor, etc.), number of employees, technical disciplines, etc. and other information relevant to this project.
2. A simple organizational chart identifying key members of the firm that will be assigned to this Will County project.
3. The availability of principals of the firm to work on the project during each phase.
4. Resumes of senior leadership proposed for this project.
5. Resumes of key personnel proposed for this project.
6. Exceptions to requirements outlined in the Scope of Services of this RFQ.
7. Names of major sub-consultants planned to be used on this project, indicating name, specialty, address and summary of courthouse experience.
8. A copy of the firm's audited financial statements for the last three (3) years (may be included in a separate sealed envelope).
9. Provide proof and values of professional liability and general liability insurance carried by the firm.
10. A minimum of three (3), but no more than five (5) county judicial or ***similar*** courthouse projects completed by your firm within the past ten (10) years, including current contact information for the owner.
11. Information relative to budgeted and actual cost, projected and actual project schedule, and actual project completion history, of three (3) to five (5) completed county judicial or ***similar*** courthouse projects by your firm during the past ten (10) years.
12. A list of county or other municipal references including client name, address, telephone number and persons to contact for the above names projects from both the project management and financial perspectives.
13. Appropriate visual representations of related project experience.
14. A list of all litigation, court proceedings, mediation or alternative resolution proceedings involving the firm/staff members regarding past or present project performance.
15. Completion of Prime Contractor Certification.
16. Completion of RFQ Form.
17. Completion of Receipt of Addenda Form (if addenda are issued).

MANDATORY PRE-SUBMITTAL ATTENDANCE SHEET

DEPARTMENT: **2016-53 CMa – COURTHOUSE RFQ – WILL COUNTY, JOLIET, IL**
DATE: **TUESDAY, DECEMBER 22, 2015 - 9:00 A.M.**

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JON S. DITTER, RA
Senior Architect

MANDATORY PRE-SUBMITTAL ATTENDANCE SHEET

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JASON DWYER	WIGHT.	
JON DITTER	KNIGHT E/A	

Also in attendance: Dave Tkac, Deputy Chief of Staff, Will County Executive Office
Rita Weiss, Purchasing Director, Will County Executive Office
Jason Dwyer, Senior Project Executive, Wight & Company