

# CITY COLLEGES<sup>®</sup> OF CHICAGO

OCTOBER 5, 2023  
ADDENDUM NO. 1

LOI #MWJ-KK2405 – CCC SCHOOL OF NURSING EXPANSION  
FOR KENNEDY-KING COLLEGE

**ONE (1) ORIGINAL SIGNATURE HARD COPY AND TWO (2) USBs OF THE PROPOSAL TO BE SUBMITTED TO:**

City Colleges of Chicago  
Dawson Technical Institute  
Office of Business and Procurement Services  
3901 S. State Street, Room 102  
Chicago, IL 60609  
Attn: Marietta Williams-Johnson, Sr. Contract Administrator

*All responses are now due Monday, October 23, 2023, no later than 12:00 p.m. local Chicago CDT*

---

## **Part I – Questions, Answers and Clarification of Information**

Q1 Page 1 and 2 of the LOI document give an overview of the rooms and spaces to be renovated. Is there an estimate available for the sq. footage to be renovated for each of those existing spaces (see below)?

- (2) 30-student classrooms
- 4-6 simulated hospital suites
- 2-4 observation rooms (adjoining the simulation suites)
- Mock reception/nursing station
- 2-3 briefing/conference rooms
- 5-6 staff offices
- Quiet study spaces
- Collaborative study areas
- Copious technology inputs for high fidelity mannequins & equipment
- Area for student lockers
- Storage

**A     **Approx. between 15,000 to 20,000 Sq. Ft.****

Q2 What is the anticipated construction cost for this project?

**A     **\$7.5 million approx. for Construction. \$10 million total with Equipment, furniture, AV, Etc.****

Q3 Should the Statement of Qualifications and Performance Data be provided within the context of the CDB form SF330? If not, what portions of the CDB SF330 should be completed? Should this be the standard CDB SF330 or the Higher Ed version?

**A     **Please complete the CDB SF330 Architect-Engineer Qualifications, see attachment.****

Q4 Regarding the submission, it asked to fill form 330. This form has already the staffing and the prior experience information. But these two topics are also requested again in the submission information. Do we need to have it as a separate chapter of the submission? Or just fill the 330 form?

**A Complete and include the following in your submission responses:**

- **Submit a Letter of Interest signed by an authorized representative of your firm in response to this project**
- **Provide a statement committing to meet/complete the requirements of the scope of project on a timely basis, within budget and compliance with the CCC M/WBE Commitment Plan**
- **Completion of CDB SF330 - Architect-Engineer Qualifications**
- **Provide copies of licenses to practice as an Architect in the State of IL**
- **Provide responses to the evaluation criteria not included in the CDB SF330 Form**
- **Provide copies of Certificates of Insurance (COI)**
- **Provide the required notarized M/WBE Schedules with copies of certification letters**
- **Provide a signed IRS W-9 Form**
- **Complete and provide a notarized Economic Disclosure Statement (9 pages)**

Q5 The insurance requirements of \$5,000,000 seems a bit high for this type of project. Will the CCC reimburse the premium cost to bring our coverage to the amount stated if our current insurance coverage is less than \$5,000,000

**A The City Colleges of Chicago will NOT reimburse premium costs, the cost of insurance coverage is the responsibility of the respondent.**

Q6 Are design team members of the existing training spaces at Malcolm X College able to submit for this RFQ?

**A Our requirement is that the submitting firms be pre-qualified by the PBC and included in the pool of CCC pre-qualified firms listed in BR 34097. Primes can include the most qualified firms/team members with or without previous experience with CCC.**

Q7 Does City Colleges have a preapproved medical equipment (real or simulated) supplier that the design team is expected to work with for the simulation spaces?

**A No.**

Q8 Which pages / sections of the SF330 form are required to be submitted as part of this LIO response?

**A Please complete the entire document.**

Q9 We are interested in applying for pre-qualification. As an engineering consultant, do we complete the City Colleges of Chicago Vendor Application form linked on the website or is there another application for architectural and engineering design firms?

**A CCC has a pool of pre-qualified Architectural and Engineering firms that are qualified with the Public Building Commission. All firms are listed on BR 34097, see LOI document. After receipt of responses, we will confirm that the Responders listed in BR 34097 are still pre-qualified with the PBC.**

Q10 I see that those on the CCC pre-qualification list can propose on the referenced architectural design project for Kennedy-King College. Does only the prime consultant (architect in this case) have to be on the pre-qualified list or do all members of the proposed team have to be on the list?

**A The architect, see responses to Q6 and Q9**

Q11 In the submittal requirements, it mentions: Responses to the evaluation criteria and Submissions of the qualification criteria. We do not see the evaluation criteria provided. Please specify.

**A In the LOI document on Page 2 and 3, the following project related criteria will be used to evaluate the responses to this LOI:**

- **Prior performance of pre-qualified firm and its consultants, areas of expertise, including willingness to meet time and budget requirements**
- **Appropriate staff size including resumes of key personnel and disciplines of firm and consultants**
- **A narrative describing the experience of the pre-qualified firm and its consultants with similar projects within the past five (5) years, and prequalified firms proposed methodology for this project.**
- **Compliance with the CCC's Minority and Women Business Enterprise Commitment Participation Plan, which is attached hereto as Appendix I.**

Q12 We have had consultants ask about project budget/schedule in order to fill out Schedule C. Can this be provided? Or is it okay only to fill out the percentage of time expected for the work?

**A Bidders/Proposers are required to submit information specifying the percentage of the total contract value that will be performed by certified MBE and WBE firms on the Schedules included in Appendix 1.**

**END OF ADDENDUM**