



**Request for Proposals (RFP)
Housekeeping, Snow Removal and Grounds Cleaning Services
S2018-01
Addendum No. 2**

May 3, 2018

This Addendum No. 2 consists of **sixteen (16)** pages. Proposers must acknowledge receipt of this Addendum No. 2 in Required Form A – Form of Transmittal Letter.

This Addendum No. 2 has the following information to be incorporated into the Request for Proposals (RFP):

- Item 1: **Attachment 1:** Answers to questions submitted by potential proposers.
- Item 2: **Attachment 2:** Amended Required Form F – Financial Offer
- Item 3: **Attachment 3:** Facility Maps and technical specifications for the North, South, Lakeside and West Buildings and the Wintrust Arena.

Hilary Barker
Purchasing Manager

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 Addendum 2 – Attachment 1
 Answers to Questions Submitted by Potential Proposers

Proposers Question:		McCormick Place SMG Response:
1	Please provide a list of the existing maintenance equipment with make and model number.	SMG does not maintain this information.
2	Please provide more information on the movement of furniture in the admin and tenant spaces; number of moves per month?	Office moves are sporadic and performed on an as needed basis. SMG typically requires approximately 20-25 moves annually.
3	Please provide accurate square footage of the various floor types so that we may properly budget carpet shampoo, floor finish and make equipment determinations (for buildings and Arena).	This information is not available.
4	Please provide detailed square footage and floor type of crate storage areas, docks, sky bridges, stairwells and service corridors serviced by building. <i>Related Question:</i> Can you please provide approximate square footage of sidewalks & entryways for each building within the McCormick Place Campus for snow removal purposes?	This information is not available.
5	The equipment to be provided is a large investment – please confirm if the incumbent be required to provide new equipment in their bid as well.	All Proposals will be evaluated based on the submittal requirements as outlined in the RFP under Section 3.2.b.5 Equipment, including, but not limited to the proposed equipment make, model and age of equipment.
6	Under Section 2.12, does the Meeting Room Allowance include set-up and event support for the Wintrust Arena?	The Meeting Room and Snow Removal Allowance was not inclusive of the Wintrust Arena. Please refer to Attachment 2 – Amended Required Form F - Financial Offer, which includes the updated allowance values (inclusive of the Wintrust Arena). This document replaces Required Form F in its entirety and should be utilized when submitting a Proposal in response to this RFP.
7	Please provide a rooms list with sq. ft., dimensions, seating occupancy (various set ups). Please provide in excel format.	Please refer to Attachment 3 of this Addendum 2, which includes site maps, room locations, square footage and occupancy information for the North, South, Lakeside and West Buildings and the Wintrust Arena.
8	Are there storage areas for janitorial supplies & equipment at each building? If so, will organization shelving/racks/hangers be provided in storage areas?	The main warehouse locations are located in the South and West Buildings. There are sufficient storage areas throughout the campus to service the facilities. There are racks and shelving located in the storage areas.
9	Please provide a copy of the existing "current year" service contract with Aramark	The current contract is provided as a separate attachment.
10	Pertaining to Joint Venture – are both parties required to complete forms A – E.	Please refer to the RFP, Section 5.2 for submittal requirements.
11	Section 8 - Contractor Representations and Warranties as written in section (d). Please explain/confirm	All exceptions to the form of agreement and/or Request for Proposal (RFP) document(s) must be

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	whether the contractor might amend via limitation of warranty to 12 months after the termination or expiration of this contract?	submitted in Exhibit E – Notification of Exceptions, per the instructions as outlined in the RFP document.
12	Section 16 - Indemnification as written in section (e). Please explain/confirm “the provisions as set forth shall survive the termination of this Agreement” is amended to limit the survival of the termination of this agreement to 12 months after the contract/agreement termination.	All exceptions to the form of agreement and/or Request for Proposal (RFP) document(s) must be submitted in Exhibit E – Notification of Exceptions, per the instructions as outlined in the RFP document.
13	Section 17 – Equal Employment Opportunity/Non-Discrimination as written in section (b) What position does SMG take for M/WBE Prime Contractors to engage in Tier II M/WBE firms?	SMG encourages Minority and Women Business participation on all levels of our contracting.
14	Addendum 1 Attachment 1 QA 35: Does SMG recognize MBE certification via National Minority Supplier Development Council (NMSDC)?	Yes, SMG recognizes certifications from the National Minority Supplier Development Council (NMSDC).
15	What position does SMG take regarding an M/WBE firm that is registered in the SBA Mentor Protégé Program where the Protégé firm carries the capability of the Mentor firm?	SMG does not participate in the SBA Mentor Protégé program.
16	Please identify the current snow removal and grounds cleaning contractors for SMG McCormick Place.	Aramark is the incumbent Contractor for Housekeeping, Snow Removal and Grounds Cleaning.
17	Please define the reference to Aramark/Globetrotters?	Aramark is the incumbent Contractor for Housekeeping, Snow Removal and Grounds Cleaning.
18	Please provide the current Annual Contract spend with break out of functional services. (i.e. janitorial, snow, and grounds cleaning)	This information is not available.