

**Department of Procurement Services - City of Chicago**

**February 5, 2019**

**Addendum No. 1**

**To**

**REQUEST FOR QUALIFICATIONS (“RFQ”)**

**For**

**BROADBAND INTERNET SERVICES**

**Specification No. 620384**

For which Qualifications are scheduled to be received no later than 4:00 PM., Central Time on March 25, 2019 (pursuant to the Request for Qualifications, advertised January 16, 2019) in the Department of Procurement Services, Bid & Bond Room (Room 103 of City Hall).

The following revisions/changes will be incorporated in the above referenced RFQ document. All other provisions and requirements as originally set forth remain in full force and are binding.

**Respondent must acknowledge receipt of this Addendum No. 1 in its Qualifications AND should complete and return the attached Acknowledgment by email to:**

**joseph.chan@cityofchicago.org**

**Attn: Joseph Chan, Sr. Procurement Specialist**

**This document contains:**

- I. Notice of Qualifications Due Date Postponement; and**
- II. Revisions to the RFQ; and**
- III. Addendum Receipt Acknowledgment.**

The information contained in this Addendum No. 1 is incorporated by reference into the original Request for Qualifications (RFQ) issued on January 16, 2019.

**February 5, 2019**

**ADDENDUM NO. 1**

**FOR**

**REQUEST FOR QUALIFICATIONS (RFQ) FOR**

**BROADBAND INTERNET SERVICES**

**SPECIFICATION NO. 620384**

**For which Qualifications are due in the Department of Procurement Services, Bid & Bond Room, Room 103, City Hall, 121 N. LaSalle Street, Chicago, Illinois 60602, at 4:00 p.m., Central Time March 25, 2019.**

**The following revisions/changes will be incorporated in the above-referenced Request for Qualifications. All other provisions and requirements as originally set forth remain in full force and are binding.**

**RESPONDENT SHOULD ACKNOWLEDGE RECEIPT OF THIS ADDENDUM IN THE COVER LETTER SUBMITTED WITH YOUR QUALIFICATIONS.**

**SECTION I: NOTICE OF QUALIFICATIONS DUE DATE POSTPONEMENT**

**The previously advertised proposed due date has been postponed. QUALIFICATIONS ARE NOW DUE NO LATER THAN 4:00 P.M. CENTRAL TIME ON APRIL 1, 2019, IN THE BID & BOND ROOM (ROOM 103), CITY HALL, 121 NORTH LASALLE STREET, CHICAGO, ILLINOIS 60602.**

**SECTION II: REVISIONS TO THE RFQ**

**Section IV General Information and Guidelines, Section A, Subsection 1, Submission of Questions or Request for Clarifications**, the first paragraph is deleted in its entirety and replaced with the following:

“**Respondents must communicate only with the Department of Procurement Services.** All questions or requests for clarification must be in writing, sent by e-mail, and directed to the attention of Joseph Chan, joseph.chan@cityofchicago.org, Department of Procurement Services, Room 806, City Hall and must be received no later than 4:00 p.m. Central Time, on February 19, 2019. Respondents are encouraged, but not required, to submit questions prior to the scheduled Pre-Submittal Conference.”

**Section IV General Information and Guidelines, Section A, Subsection 2, Pre-Submittal Conference**, the first paragraph is amended to add the following:

“The City will hold a second Pre-Submittal Conference at City Hall, 11<sup>th</sup> Floor, Room #1103, 121 North LaSalle Street Chicago, Illinois 60602 at 12:30 PM Central Time on February 11, 2019. All parties interested in responding to this RFQ are urged to attend in person. The City requests that all parties planning on attending the Pre-Submittal Conference notify Joseph Chan prior to the Pre-Submittal Conference. The email communication shall include the names, titles, e-mail address and phone number of each attendee.”

**Section IV General Information and Guidelines, Section B, Subsection 1, Deadline and Procedures for Submitting Qualifications**, the section is deleted in its entirety and replaced with the following:

“To be assured of consideration, Qualifications must be received by the City of Chicago in the City’s Bid & Bond Room (Room 103, City Hall) no later than 4:00 P.M. Central Time on April 1, 2019. The Bid & Bond Room can be reached at telephone number 312-744-9773.”

**Section IV General Information and Guidelines, Section B, Subsection 5**, the section is deleted in its entirety and replaced with the following:

“The outside of each sealed envelope or box must be labeled as follows:

Qualifications Enclosed  
Request for Qualifications (RFQ) for Broadband Internet Services  
Specification No. 620384  
**Due: April 1, 2019 4:00 p.m. Central Time,**  
Submitted by: (Name of Respondent)  
Package \_\_\_\_ of \_\_\_\_”

**Section IV General Information and Guidelines, Section D, Procurement Timetable** the time table is deleted in its entirety and replaced with the following:

<b>Key Activity</b>	<b>Target Date</b>
City Issues RFQ	<b>January 16, 2019</b>
Non-Mandatory Pre-Submittal Conference	<b>January 30, 2019</b>
Second Non-Mandatory Pre-Submittal Conference	<b>February 11, 2019</b>
RFQ Questions Due	<b>February 19, 2019</b>
Qualifications Due	<b>April 1, 2019</b>

**CITY OF CHICAGO  
DEPARTMENT OF PROCUREMENT SERVICES**

**SHANNON E. ANDREWS  
CHIEF PROCUREMENT OFFICER**

**CITY OF CHICAGO - DEPARTMENT OF PROCUREMENT SERVICES**

**February 5, 2019**

**Addendum No. 1**

**to**

**REQUEST FOR QUALIFICATIONS (“RFQ”)**

**For**

**BROADBAND INTERNET SERVICES**

**SPECIFICATION NO. 620384**

Consisting of Sections I – III including this Acknowledgment.

**III. ADDENDUM RECEIPT ACKNOWLEDGMENT**

I hereby acknowledge receipt of Addendum No. 1 to the RFQ named above and further state that I am authorized to execute this Acknowledgment on behalf of the company listed below.

\_\_\_\_\_  
Signature of Authorized Individual

\_\_\_\_\_  
Title

\_\_\_\_\_  
Name of Authorized Individual (Type or Print)

\_\_\_\_\_  
Company Name

\_\_\_\_\_  
Business Telephone Number

**Complete and Return this Acknowledgment by email to: [joseph.chan@cityofchicago.org](mailto:joseph.chan@cityofchicago.org) Attn: Joseph Chan, Sr. Procurement Specialist**