April 8, 2020

ADDENDUM No. 2
FOR
REQUEST FOR INFORMATION
ACOUSTICAL WINDOW PRODUCTS FOR THE RESIDENTIAL SOUND INSULATION PROGRAM
SPECIFICATION NO. 1189509

For which Request for Information are due in the office of the Chief Procurement Officer, Department of Procurement Services, Bid & Bond Room 103, City Hall, 121 N. LaSalle Street, Chicago, IL 60602 at 4:00 p.m., Central Time on April 8, 2020.

The following revisions and/or changes are incorporated into the above-referenced Specification (the "Contract Documents") as noted. All other provisions and requirements as originally set forth, except as amended by previous addenda, remain in full force and are binding. Any additional work required by this Addendum shall conform to the applicable provisions of the original Contract Documents.

PROPOSER MUST ACKNOWLEDGE RECEIPT OF THIS ADDENDUM

SECTION 1. NOTICE OF REVISIONS/CHANGES/CLARIFICATIONS

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<tr>
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<th>The Request for Information/proposal documents Due Date has been postponed to <strong>April 20, 2020</strong>.</th>
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<tbody>
<tr>
<td>1.</td>
<td>Section X. “CONTACT INFORMATION” 2nd paragraph is hereby deleted in it’s entirety and replaced with the following to change the paper submission process:</td>
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<tr>
<td></td>
<td>1. Proposals are to be submitted electronically to the Department of Procurement on the date and prior to the time stated on the Cover Page of the Bid Documents, or any addendum issued by the City to change such Bid Opening Date. No bid will be accepted after the Bid Opening Date. The time of the receipt of the bid will be determined solely by the “Time of Quote” generated by the iSupplier system.</td>
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<td>Preparing Bids: Submit required Information by uploading as attachment(s) to the electronic bid submission in iSupplier.</td>
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<td>“iSupplier” refers to the City’s eProcurement computer system for electronic bidding and providing Contractors with access to contract, ordering and payment information for their City contracts.</td>
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<td>iSupplier vendor portal registration is required. Allow three (3) business days to complete registration.</td>
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<td>2.</td>
<td>2. Submit your Proposals to: <a href="http://www.cityofchicago.org/eProcurement">http://www.cityofchicago.org/eProcurement</a></td>
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Electronic proposals shall be word-searchable. Combining multiple PDF attachments is strongly encouraged in order to minimize the number of uploaded attachments.

Respondent must read Appendix I eProcurement for more details regarding electronic access to RFI abstract and documents to be submitted electronically and uploaded as attachments to your proposed submission.

**APPENDIX 1**

**ePROCUREMENT**

This RFI is now an eProcurement RFI. Proposals are to be submitted through the City's "iSupplier" system, the City's eProcurement computer system for electronic proposal and providing Contractors with access to contract, ordering and payment information for their City contracts.

1. Obtaining the Proposal Documents

Respondents are solely responsible for obtaining all RFI Documents, including Clarifications and Addenda. Documents may be downloaded from the Department of Procurement Services ("DPS") website at the following URL:

http://www.cityofchicago.org/eProcurement

Click on "Current RFP/RFIs."

In order to receive notice of clarifications and addenda, Respondents must be registered for and login to iSupplier, search for the solicitation number, open the solicitation for review, and accept the disclaimer. This will sign Respondents up for notifications.

RFI Document Holders are listed on the Bid & Bond Room Opportunity Take Out List. The Opportunity Take Out List is public information and is posted to the DPS web site at www.cityofchicago.org/TOL. To find Opportunity Take Out lists, go to “Get Started Online” and search by the specification number.

2. Clarifications and Addenda

The City will send an email notification to Respondents who have indicated intent to respond to an RFI that an Addendum or Clarification has been issued. The Clarifications and Addenda incorporated into the electronic RFI document available at the following URL:

https://www.cityofchicago.org/eProcurement

Respondents that have indicated interest in an RFI will receive email notification that an Addendum or Clarification has been issued. There may be multiple Clarifications and Addenda. Failure to obtain Clarifications and/or Addenda, for whatever cause, will not relieve a Respondents from the obligation to respond according to and comply with any changed or additional terms and conditions contained in the Clarifications and Addenda.

Electronic acknowledgement of Clarifications and/or Addenda is mandatory to submit an electronic proposal. Any harm to the Respondents resulting from failure to obtain all necessary documents, for
whatever cause, will not be valid grounds for a protest against award(s) made under this RFI solicitation.

3. Questions Regarding the RFI Documents

All inquiries regarding the RFI Documents or procurement process may be directed to the Senior Procurement Specialist in iSupplier via online discussion.

Respondents may only rely on written answers in a Clarification or in an Addendum duly issued by the Chief Procurement Officer. Respondents cannot rely on oral or informal responses; such answers will not be binding upon the City.

4. Completion of the RFI Documents

Each Respondent must submit documents per RFI Section VIII. Organization and Required Content of Responses to RFI: Required Information and scan and upload all forms and required information as attachments to the electronic proposal submission. Respondent may not change any of the RFI Documents. Any changes made by a Respondent to the Proposal Documents may result in rejection of the Proposal and will not be binding upon the City.

5. Date, Time, and Place

Proposals are to be submitted electronically to the Department of Procurement on the date and prior to the time stated above, or any addendum issued by the City to change such Proposal Due Date. No Proposal will be accepted after the Proposal Due Date. The time of the receipt of the Proposal will be determined solely by the “Time of Quote” generated by the iSupplier system.

6. Technical Assistance

If you required technical assistance go to https://www.cityofchicago.org/eProcurement click the “Help” tab.

3. Respondent must enter .01 in the “Quote Price / Unit Price” field.

In accordance with Section XI. “RFI SCHEDULE”, the deadline for questions has passed. No additional questions will be answered prior to opening of Statements of Qualifications except as the Chief Procurement Officer, in her sole discretion, deems to be in the best interest of the City.

END OF ADDENDUM NO. 2

CITY OF CHICAGO
DEPARTMENT OF PROCUREMENT SERVICES

SHANNON E. ANDREWS
CHIEF PROCUREMENT OFFICER