

Enterprise Risk Management (ERM) Consulting Services RFP
 Addendum # 2 City answers to additional questions
 Specification # 1189037

Q #	Subsequent Questions or Request for Clarification	CITY's ANSWER
1	<p>We are preparing to submit a proposal on this solicitation, and I noticed a few things in the responses to questions that I thought I should both alert you to and see if you could provide some clarification.</p> <ul style="list-style-type: none"> • Q16: The response is "See answer to #16." • Q18: This response seems as if it was meant for another question, and is also truncated. • Q38: This response states that "If applicable, oral presentations provide an opportunity for respondents to demonstrate their software's functionality, as proposed tools to be used in support of the services". Is the City looking for the implementation of a software tool or multiple tools as part of this solicitation? If so is the City interested in software pricing as part of the proposal, and how can that be submitted (the pricing section only provides for labor pricing)? Or is the City looking to the vendor to provide recommendations only on software that could be used in a later phase? 	<p>1.a.) Question # 16 from Addendum # 1 asks: "What is the reason that the City is seeking assistance with the ERM Consulting services at this time?" The City's Answer to Question # 16 from Addendum # 1 is hereby deleted in its entirety and replaced with the following: "The City is seeking assistance from an ERM consulting service to help the City develop an ERM program. Also see answer to # 1."</p> <p>1.b.) Question # 18 from Addendum # 1 asks: "Will the City be appointing a Project Manager to work with the ERM Consultant?" The City's Answer to Question # 18 from Addendum # 1 is hereby deleted in its entirety and replaced with the following: "Yes."</p> <p>1.c.) Question # 38 from Addendum # 1 asks: "What is the format of the orals presentation?" In addition to the City's Answer to Question # 38 in Addendum #1, for clarification purposes here, "<i>demonstrating software functionality</i>" was given as an example of when or why oral presentations may take place. The example is not suggesting that the City is requiring software as part of a proposed solution towards meeting the requirements set out in <u>Exhibit 1 Detailed Scope of Services</u> of the RFP, nor is the answer here suggesting that software is ruled-out as part of a proposed solution. Proposing software as part of the proposed solution is up to the Respondent to determine.</p> <p>To the extent that any software tools may be a part of a proposed solution wherein the Consultant expects to charge the City for the use of software, then those charges for such software usage should be included within the Fully-Loaded hourly rate, and any terms and conditions applicable to the use of such software must be included in the proposal.</p>
2	<p>I understand the questions deadline has passed, but a had a question in regards to the MBE/WBE, as well as Appendix A.</p> <ul style="list-style-type: none"> • Typically with the City, we are required to complete MBE/WBE forms for the subcontractor, as well as provide a copy their Certification with the City. Is that not a requirement of this RFP? • Section 7: EDS and Appendix A. The RFP reads to submit the Certificate of Filing from the EDS system, but what is Appendix A? I do not see one in the RFP. 	<p>2.a) Notwithstanding <u>Section V.6. MBE/WBE Compliance Plan</u>, on page 6 of the RFP, all forms relating to an MBE/WBE compliance plan (e.g., Schedule C-1s, Certification letters, subcontractor agreements, Schedule D-1s, etc.) are not required upon submission of a proposal. However, in the event your firm is selected for consideration of possible contract award, then such forms shall be requested at that time, as may be applicable.</p> <p>2.b.) The <u>Appendix A</u> part of the EDS form is not physically included as part of this RFP document, however, all of the EDS requirements, including <u>Appendix A</u>, are part of the online EDS form version. Nevertheless, as an option to completing the online EDS version, a paper EDS form is also acceptable (which also includes <u>Appendix A</u>). Access to the paper version can be downloaded and printed, from: https://www.chicago.gov/content/dam/city/depts/dps/EDS/EDS2018.pdf</p>
3	<p>What is the deadline for asking additional questions or requesting clarification?</p>	<p>In accordance with <u>Section IV. General RFP Instructions and Procedures</u>, no further questions or requests for clarification shall be considered after Thursday, October 24, 2019 at 4:00 PM Central Time.</p>
<p>~~ END ~~</p>		