

METROPOLITAN PIER AND EXPOSITION AUTHORITY



REQUEST FOR QUALIFICATIONS (RFQ) #2021-06-M McCORMICK PLACE CONVENTION CENTER MANAGEMENT

ADDENDUM NO. 2

June 21, 2021

This Addendum No. 2 consists of two (2) pages and has the following information to be incorporated into the Request for Qualifications. Proposers must acknowledge receipt of this Addendum No. 2 in their RFQ submittal in Required Form A, Form of Transmittal Letter.

REMINDER: All communications regarding the RFQ/RFP for food service must ONLY with MPEA Procurement, mpeaprourement@mpea.com.

All respondents, subcontractors, and their employees may not contact any MPEA employees (other than designated personnel re the RFQ/RFP), or MPEA Board members regarding this procurement. Violation of this prohibition on communications/lobbying may disqualify the proposer's firm and/or lead to disbarment of the entire firm or individual from doing business with MPEA. This prohibition includes a ban on any gifts to MPEA employees and Board members, regardless of value.

Item #1: Proposers' questions and/or requests and the MPEA's responses are provided below.

	Proposer's Question:	MPEA's Response:
1	In providing copies of annual budgets, actual annual financial results, variances between actual and budget, and annual operational performance achievements including audits noted, is the Respondent to provide the last full fiscal year or the last full fiscal year pre-COVID?	Provide for Fiscal Years 2019, 2020 and 2021
2	In providing copies of balance sheets, income statements, statements of cash flows, and changes in stockholder equity, is the Respondent to provide the last three full fiscal years or the last three full fiscal years pre-COVID?	Provide for Fiscal Years 2019, 2020 and 2021
3	Year-end financial statements for the past five years	See MPEA website https://www.mpea.com/finance/
4	Budget for the upcoming fiscal year, if approved	See MPEA website https://www.mpea.com/finance/
5	Is the venue being financed with Tax-Exempt Bonds, thus enacting IRS Regulation 97-13 as it relates to management fees?	Yes, we are financed with tax-exempt Bonds. Private use restrictions will apply to payment of the management fee.
6	Current agreements with the labor unions	The Selected Proposer would be responsible for managing the CBA's with

		the following labor unions: Security and Fire Safety, Stagehands, Traffic Aides/Doorman, Box Office, Projectionist, Teamsters and Wardrobe/Make-Up.
7	What are the naming rights opportunities related to the facilities? Please include specific areas of the facilities (e.g. box office)?	<p>The Authority is required to follow an open competitive process regarding naming rights for the facilities in accordance with (70 ILCS 210/5.7) and reserves the right regarding final negotiations and approval.</p> <p>The Authority will determine whether any naming rights opportunities will be included and issue this with the RFP.</p>
8	Capital improvement budgets and if there is a capital reserve fund. If there is a reserve fund, what is the current balance and how is it replenished?	The Authority has \$33 million of capital reserve funds which will be replenished with operating cash flow from the Authority
10	Briefly summarize the current relationship with the CVB and how they assist in marketing and bringing business to the facilities. Is there a dedicated annual marketing budget for the venues?	The MPEA has a contract with Choose Chicago for sales and marketing. The budget, goals, and incentives are negotiated annually. See current contract.
13	Is there a code of silence in place during this RFQ phase that would prohibit potential bidders from meeting with MPEA staff or Board Members?	Yes. All communications regarding this RFQ and subsequent RFP must be submitted only to MPEA Procurement.