

METROPOLITAN PIER AND EXPOSITION AUTHORITY



McCORMICK  
SOURCE • PLACE • PEOPLE

REQUEST FOR QUALIFICATIONS #2023-39-M  
RAPID RESPONSE CONSTRUCTION SERVICES

**ADDENDUM NO. (1)**

December 19, 2023

This Addendum No. 1 consists of two (2) page and has the following information to be incorporated into the Request for Qualifications (RFQ). Proposer must acknowledge receipt of this Addendum No. 1 in their RFQ submittal in Required Form A, Form of Transmittal Letter.

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

**Item #2:** Replace Section IV. RFQ Process and Submission Requirements, RFQ Submission Requirements; Proposal Submission 3. Experience and Qualifications in its entirety with the following:

**3. Experience and Qualifications:** Indicate the total value of construction contracts completed by Proposer in **2020, 2021 and 2022**. Additionally, include information for each project including 1.) Scope of proposers’ work, 2) Value of initial project, 3) Total value of change orders, 4) Whether there were any disputes and how they were resolved.

	<b>Proposers’ Question:</b>	<b>MPEA’s Response:</b>
1	I received your email yesterday in regard to becoming a vendor. I am looking to see if I can get some guidance on exactly what all needs to be filled out. If you can assist, please let me know, or if there is someone else, I would need to reach out to.	Please visit our website to learn how to become a registered vendor → <a href="#">Doing Business - MPEA</a>  All submittal instructions and requirements for the Rapid Response Constructions Services Request for Qualifications are available for download on the MPEA website at <a href="http://www.mpea.com">www.mpea.com</a> Doing Business – Current Bids/Proposal Opportunities.
2	For me to work on MPEA projects to provide professional construction management services, is DBE certification good enough? Or do I need to be a MBE?	Please read MBE/WBE Participation Requirements (beginning on page 9):  For the RFQ submission, respondents are not required to submit completed Form I Special Conditions. For each Task Order request, Contractors are required to submit a compliance plan that includes 25% MBE and 5% WBE participation on each project.  DBE is not a required goal.
3	On Page 12, under bullet point 3, it states to include total value of construction contracts completed in 2013, 2014, and 2015. Is this meant to be 2020, 2021, and 2022?  Similar Question: Page 12 of the RFQ, number 3 “Experience and Qualifications” asks to complete Form C and requests the total value of construction contracts completed by proposer in 2013, 2014 and 1015. Can you confirm these are the years you like to see projects? Additionally, Form C does not request any of this information. Please confirm what information is to be provided.	The correct number of years requested is 2020, 2021, and 2022.  Refer to Item #2 of this Addendum #1.
4	I would like to register our company as a document holder and would like to know how I go about getting that done.	Per Section IV. RFQ Process The Authority requests that all Respondents that choose to download and print the document from the MPEA website register their company as a document holder by contacting the MPEA,

		<p>DEPARTMENT OF PROCUREMENT by email at <a href="mailto:mpeaprourement@mpea.com">mpeaprourement@mpea.com</a></p> <p>This email should contain full contact information of person(s) to be contacted during the RFQ process.</p>
5	<p>We are writing this email regarding proposal ref no (RFQ #2023-39-M). We need to confirm whether we are supposed to fill up Bid package along with Transmittal letter on company's letter head or we need to submit all certificates separately, Eg: Statement of Business organization, State of Qualification and Proposer certification and so on. Kindly confirm or we need to fill all these forms in bid package form only which they are all available at bottom of bid package.</p>	<p>Per instructions outlined in the RFP – each Required Form (A - J) must be filled out and submitted in one (1) electronic package.</p> <p>Required Form A – Form of Transmittal letter must be submitted on company's letterhead.</p>