

METROPOLITAN PIER AND EXPOSITION AUTHORITY



McCormick
SQUARE • PLACE • MPEA

REQUEST FOR PROPOSALS

RFP #2024-03-M

WINDOW COVERING PURCHASE AND INSTALLATION

ADDENDUM NO. (3)

February 9, 2024

This Addendum No. 3 consists of three (3) pages and has the following information to be incorporated into the Request for Proposals (RFP). Proposers must acknowledge receipt of this Addendum No. 3 in their RFP submittal in Required Form A, Form of Transmittal Letter.

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

	Proposer’s Question:	MPEA’s Response:
1.	<p>Regarding shade controls, are local standalone shade controls required? If so, how many independent control zones should be assumed? For example, Zone 1 (East Showfloor West Elevation), Zone 2 (East Showfloor North Elevation), Zone 3 (East Showfloor East Elevation), Zone 4 (East Ballroom, East Elevation), and so on.</p> <p>Related Question: Please provide a number of zones for wall switch controls</p>	<p>Shade and drapery controls, for both the base bid and Alternate 1, should be minimally zoned as follows –</p> <p>Exhibit Hall D1 – West Half Exhibit Hall D2 – East Half East Elevation – Non-Exhibit Hall South Elevation West Elevation – Non-Exhibit Hall</p>
2.	Regarding shade controls, should the shade controls system have the ability to be pre-programmed to automatically raise/lower the shades based on time of day, day of the week, holiday hours, etc.?	Yes, for Alternate 1. Not for the base bid.
3.	Regarding shade controls, should the shade controls system have the ability to automatically raise/lower the shades based on the position of the sun to optimize outdoor views, but minimize glare.	No.
4.	Regarding shade controls, should the East shade controls be tied into a new dedicated East server with the ability to eventually be networked with the other existing (North, South and West) dashboards.	This is Alternate 1.
5.	What are the shade and shade controls warranty requirements?	Pricing should include a standard one-year warranty.
6.	Is a shade/shade controls Service and Maintenance Plan required? If so, how many years should the plan included, and what is the expected response time (i.e., 24-hour response time, 48-hour response time, etc.)?	Ongoing maintenance is not required under this procurement. MPEA anticipates issuing a separate procurement for maintenance.
7.	Can I get a copy of any addenda that have been released to date?	<p>All addenda issued for this procurement opportunity is available on the website at www.mpea.com under the ‘Doing Business’ link.</p> <p>As outlined in the RFP, it is the responsibility of the Proposer to obtain all addenda.</p>
8.	What is the estimated construction budget?	This information will not be shared.
9.	Can I get a copy of the non-mandatory pre-bid meeting sign in sheet and/or plan holder’s list if available?	The sign in sheets are available on the MPEA website (www.mpea.com) under the ‘Doing Business’ link. There are individual links provided under the procurement opportunity for each site visit date.

10.	Do you have Union Requirements? Related Question(s): Confirm this is a 100% Union Project	Construction and work services contractors shall comply with the Project Labor Agreement for McCormick Place. To the extent required by law, laborers, mechanics, or other workers shall be paid the prevailing wage as defined in the Prevailing Wage Act (820 ILCS 130/1 et. seq.), as amended. The Project Labor Agreement is available on the MPEA website at www.mpea.com under Doing Business.
11.	Please provide a motorized shade spec including fabric	Refer to the RFP, Section 3. Scope of Services.
12.	Please provide a motorized drapery spec including fabric	Hunter Douglas or equal. Fabric should be a lightweight, durable black-out material, similar to that existing in Exhibit Hall D currently.
13.	Please provide a schedule of events so we can plan our installation schedule.	Reference McCormick Place website and coordinate with MPEA upon award.
14.	Can we work in areas that are not part of the show/event?	Potentially, dependent on coordinating with MPEA around show schedules.
15.	Can we have use of a MPEA lift to inspect existing mounting details at the top?	No.
16.	Confirm all demo of existing drapery and hardware will be by others.	Demo of any existing drapery and hardware should be included in the proposal.
17.	Confirm all electrical work including low voltage connections will be by others.	All electrical and low voltage work should be included in the proposal.
18.	Confirm all welding of special mount brackets will be by others.	All brackets should be included in the proposal.
19.	Confirm a dumpster will be on site for out garbage.	Dumpster rental should be included in the proposal.
20.	Confirm we can schedule any material/lifts deliveries during regular working hours.	Yes, dependent on coordinating with MPEA around show schedules.
21.	Are there any restrictions on who can accept deliveries?	To be coordinated with MPEA upon award.
22.	Can we stage materials in areas that we are working?	Potentially, dependent on coordinating with MPEA around show schedules.
23.	One or more lifts will be required for this project – will we be able to leave the lifts at the location where shades/drapery are being installed? Related Question(s): Do the lifts need to be moved to a designated area after each workday?	Potentially, dependent on coordinating with MPEA around show schedules.
24.	Is MBE/WBE Participation mandatory?	Yes, utilization of Minority and Women Business Enterprises is required for this project.
25.	Is parking available at no cost?	No.
26.	Can we request an advance on this contract amount to cover deposit monies required to purchase materials?	No.
27.	Please provide pay application and payment schedule.	To be determined upon award.
28.	Can we work before and/or after working hours?	Potentially, dependent on coordinating with MPEA around show schedules.

29.	Is certified payroll required?	Yes.
30.	Please confirm this project is tax exempt.	MPEA is exempt from the payment of the Retailers' Occupation Tax, the Service Occupation Tax (both state and local), the Use Tax and the Service Use Tax (collectively, the "Taxes").