



**Replacement of Village Board
Meeting Room AV Equipment
RFQ ADDENDUM 01
Date of Addendum: October 6, 2020**

RFQ No. 20005

NOTICE TO ALL POTENTIAL RESPONDENTS

The Request for Qualifications (RFQ) is modified as set forth in this Addendum. The original RFQ Documents and any previously issued addenda remain in full force and effect, except as modified by this Addendum, which is hereby made part of the RFQ. Respondent shall take this Addendum into consideration when preparing and submitting its Statement of Qualifications.

1.0 - SOQ SUBMITTAL DEADLINE

The SOQ submittal deadline remains the same and is not changed by this Addendum.

2.0 - RFQ – CHANGES

| Item | Section | Description of Change |
|------|-------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 2.1 | Attachments | INSERT – The attached pages 10.8 to 10.10 immediately after page 10.7 of the original RFQ. Pictures of the AV Equipment Room and Village Board meeting room. |

3.0 - QUESTIONS AND ANSWERS

The following questions and answers are provided as a matter of information to clarify issues raised about the RFQ. To the extent that changes to the RFQ are required based on the questions received, the RFQ has been modified as noted above in the RFQ section of this Addendum.

| Item | Questions and Answers |
|------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 3.1 | <p><u>Question:</u> Can you tell me if AVI Systems will be bidding this job? I see their name on the drawings.</p> <p><u>Answer:</u> This is actually a Request For Qualifications, not a Request For Proposal. The Village is not looking for pricing at this point. The Village has no way of knowing if AVI Systems will be submitting a Statement of Qualifications or not. That is completely up to them.</p> |



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|------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 3.2 | <p><u>Question:</u> Is it possible to arrange a site survey in advance of our response. We feel this is imperative to fully understanding the upgrade request.</p> <p><u>Answer:</u> No, the Village’s policies regarding Covid-19 prohibits conducting onsite surveys at this time.</p> <p>Consultants are strongly encouraged to review recordings of pre AND post pandemic board meetings available on the Village’s YouTube channel via the link provided on page 3 of the RFQ.</p> <p>The Village is also providing additional pictures of the AV equipment room and the Village Board meeting room. See item 2.1 of this addendum.</p> |
| 3.3 | <p><u>Question:</u> In reading the document, it is somewhat unclear whether you are soliciting a complete Design/Build proposal at this time, or if you are merely soliciting qualifications for a consultant with whom to engage who would subsequently create such a design and/or proposal. In other words, are you looking for a turnkey system design proposal, or are you just looking to interview consultants?</p> <p><u>Answer:</u> The Village expects to identify a short list of consultants to interview based on their Statement of Qualifications. The Consultant(s) selected from the interview process will be expected to perform the Scope of Services outlined on page five (5) of the RFQ.</p> |

4.0 - INFORMATION

The following item(s) are provided as a matter of information only to all respondents and do not modify or become part of the RFQ.

| Item | Description |
|------------|-------------|
| 4.1 | None |



AV Equipment Room



Fixed Lectern facing the Dais



Dais facing the back of the Village Board meeting room.