

**An Addendum to the Request for Letters of Interest and Statement of Qualifications (“RFQ”)
For the
Autumn Oaks Project**

This addendum shall be incorporated into the RFQ documents. Each firm submitting a response to the RFQ must acknowledge the receipt of any and every addendum received. All respondents shall include a printed and signed copy of this addendum with their submittal.

See below for a list of questions that have been submitted regarding the Autumn Oaks Project RFQ.

Question 1. *Can the firm provide background information for sub-consultants such as civil engineers? In order for the Park District to fully evaluate your entire project team and experience, please include background information and resumes for all sub-consultants that would be involved in the project.*

Question 2. *Can a balance sheet or a profit/loss statement, be used in lieu of audited financial statements? YES.*

Can this information be provided to the Park District in a separate private envelope so that it is not available to the general public? As a governmental entity, the Park District’s records are subject to the Freedom of Information Act. All documents submitted in response to the RFQ would be considered public record and the Park District must make the documents available to the public upon request.

Question 3. *Does the Park District have a specific project timeline, and should an OSLAD grant cycle be included in the timeline? The Park District anticipates that the project will be completed by December of 2020. Please include the OSLAD grant cycle in the anticipated timeline.*

Question 4: *Do you require the performance data in the proposal or as part of the interview process or in both places? Performance data should be provided in your submittal and will also be discussed in the interview process.*

Question 5: *Clarification on response format: All submittals should be presented in a loose-leaf binder OR bound.*

Comment 1. Item “7b” incorrectly references “Ball Field Renovation Project”. The correct wording that should be used on the submittal is “Autumn Oaks Project”.

Comment 2. Project teams are encouraged to visit the site to better understand the topography, challenges, and opportunities of the parcel. Components currently being considered for the site include additional walking trails, soccer, lacrosse, and cricket fields, paved or permeable paver parking areas, and passive/natural recreation areas.

The RFQ Respondent's signature below acknowledges the receipt of Addendum #1, issued January 14th, 2019 for the Autumn Oaks Project RFQ.

Submitters Signature: _____

Submitters Name: _____

Company Name: _____

Date: _____