



## **ENVIRONMENTAL CONSULTING REQUEST FOR QUALIFICATIONS RFQ #2020-4 ADDENDUM #1**

The questions/comments outlined below were received. The answers are shown below in italics.

**1. Will the deadline be extended due to COIV-19?**

*As a result of the COVID-19 and the current shelter in place order from Illinois Governor J.B. Pritzker, the deadline for qualifications has been extended to March 31, 2020 at 9:30 am.*

**2. I noticed that as part of the RFQ there is a request for our client list. In addition to containing the names of several hundred, if not thousands, of clients we have had the pleasure of working for in the last 45 years, we consider the list to be company confidential. Can you help me understand the purpose of requesting the list and how it will be used in the RFQ review process?**

*As part of our review process, we will review client lists and possibly contact some clients for references.*

**3. In addition to the issue regarding our client list, which I mentioned in my email yesterday, I notice that the RFQ requests vendors to submit their most recent financial statements. We would be happy to do this but would request that we submit the document, which we consider to be company confidential, under separate cover from our main response to the RFQ and send it directly to you from our company's Treasurer, Elizabeth Arreola. Can you please let me know if that is an acceptable method to communicate this information?**

*Financials may be sent separately but must be submitted in a sealed envelope and marked as indicated in the original specifications.*

**4. Is the School Service Center open for deliveries; can the RFP for Environmental Consulting Service be hand delivered on Thursday?**

*All schools are closed per the Executive Order from Governor Pritzker. Someone from the business office will be onsite March 31, 2020 at 9:00 am to accept any RFQs that were not mailed previously.*