

**Request for RFB Q00951
Remove, Furnish and Install Theater Curtains
Addendum #1
January 23, 2019**

All changes to the Request for Bid (RFB) are valid only if they are issued by written addendum. Each respondent must acknowledge receipt of any addenda in their bid submission. Each respondent, by acknowledging receipt of any addenda, is responsible for the contents of the addenda and any changes to the bid therein. Failure to acknowledge receipt of any addenda may cause the bid to be rejected. If any language or figures contained in this addendum are in conflict with the original document this addendum shall prevail.

This addendum consists of the additional information:

1. Bid security in the form of a bid bond in an amount equal to ten percent (10%) of the aggregate of the Base Bid amount shall be submitted with the bid.
2. Bid bonds will be returned after award of a contract.
3. The Fabric Specifications for the curtains in the Drama Lab and the Dance Room have been changed. The College now requires that both sets of curtains are to be Inherently Flame Retardant.
4. The curtains for the Drama Lab and the Dance Room when hung shall have a one inch (1") clearance from the bottom of the drape to the floor.

This addendum consists of the following questions received:

1. Can you tell me what this means?
3.3 METHOD OF PAYMENT
The College will pay in accordance with the Local Government Prompt Payment Act. Invoices shall be sent to William Rainey Harper College, Attn: Accounts Payable, 1200 W. Algonquin Road, Palatine, Illinois, 60067-7398.
Response: Harper's payment terms fall under the "Local Government Prompt Payment Act" (50 ILCS 505/) which allows the College 30 days to review and accept products/services and 30 days to make payment. Typically, the Colleges pays invoices in Net 30 days and can accommodate such requests.
2. Are you willing to pay deposits before the project starts?
Response: If you require alternative payment terms please submit that with your response. The College reserves the right to accept or reject alternative payment term requests.
3. In the scope of work, it indicates when the installation is to be completed. When is the first day that we can start?
Response: Installation can begin after the Board has made its award on February 20, 2019. The Installation date will be coordinated with the Manager of Conference and Event Services or approved designee.
4. In the RFQ, it says that there is a non-mandatory pre-bid meeting, however, in the scope of work, it states that the perspective (sic) bidder is expected to attend the pre-bid meeting. Is the pre-bid meeting mandatory or no?
Response: No, the pre-bid meeting was not mandatory.

5. In the scope of work, A. Drama Lab Specifications/Hardware for Drapery, the track type or size is not indicated. What is the track type or size?
Response: The track is ADC 140 series that is a combination of curved and straight track. Carriers shall have swivel hook and trim chain.
6. In the scope of work, A. Drama Lab Specifications/Drama Lab Panel Dimensions/3. Two bi-parting panels Northeast Door, there is no fullness or pleating indicated. Should these curtains be sewn flat or with pleated fullness? If so, how much fullness? 50% is standard.
Response: Box pleats, 50% fullness.
7. In the scope of work, A. Drama Lab Specifications/Drama Lab Panel Dimensions/4. Two bi-parting panels Southeast Door, there is no fullness or pleating indicated. Should these curtains be sewn flat or with pleated fullness? If so, how much fullness? 50% is standard.
Response: Box pleats, 50% fullness.
8. In the scope of work, C. Alternate – Dance Room Curtains, it is indicated that the installation should include new curtains and hardware but there is some needed information missing. What type of track or size of track is in the room? Are you looking to only replace the carriers or the track as well? How much fullness or pleated is required for these curtains? Should the fabric specification match that of the Drama Lab Curtains?
Response: Track is ADC 140 series straight track. Carriers shall have swivel hook and trim chain. Replace carriers only. Fabric specification should match Drama Lab, including pleats and fullness, excluding color.

Sincerely,

Aaron Thompson
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