

January 9, 2013

ADDENDUM #1

REQUEST FOR PROPOSAL # 13006

Interior Design Services

RFP RESPONSE Due Date: Wednesday, January 16, 2013, at 2:00 pm LOCAL TIME

Please note the following clarifications, revisions, and/or additions to the RFP documents.

Lake County's goal is to have a Proposer provide their vision for the overall design of the 1st floor Winchester House renovation. It is Lake County's intent to define the final bid package once a Designer is awarded.

If Proposers would like the opportunity to view Winchester House again, we welcome all potential Proposers to visit Winchester House on and Friday January 11th and Monday January 14th from 10am – 2pm. Please note these visits will be non-assisted and all visitors must check in.

QUESTION 1: If Encompass Interiors submits a bid for design services are we exempt from bidding on the furniture, flooring and window treatments?

RESPONSE: No. Lake County will publicly bid all goods over \$30,000.

QUESTION 2: Can you tell us who operates the facility (private company)?

RESPONSE: Health Dimensions Group (HDG).

QUESTION 3: Is there any anticipated asbestos (ACM) within project area that may be affected?

RESPONSE: None known. Flooring to stay intact and any new materials should be laid over.

QUESTION 4: At toilet stalls / shower rooms, is any reconfiguration of plumbing & fixtures desired to meet ADA standards (if they don't currently meet ADA)?

RESPONSE: None known. However, sinks in the rooms need to be raised to allow wheelchair accessibility.

QUESTION 1: At nurse station, is the renovation work only cosmetic, or is a reconfiguration/relocation of the desk desired?

RESPONSE: Only cosmetic work is required. No relocation or reconfiguration is required.

QUESTION 5: Does Winchester House anticipate any work that would require project submission/review/approval with IDPH?

RESPONSE: At this time, since this project does not involve any structural changes or change in bed configuration, we do not anticipate any submission to IDPH.

QUESTION 6: Does Winchester House have existing electronic drawings (accurate) that may be utilized for design work? It appears Exhibit A is an electronic document, and would like to know if these electronic files will be made available to selected firm.

RESPONSE: Yes. Electronic drawings will be made available to the awarded vendor.

QUESTION 7: What is basis for proposed schedule (drivers)? Is there a time frame Winchester House is bound to work within?

RESPONSE: Our goal is to complete the project in our current fiscal year. The proposed dates are subject to change. All work will be done with residents occupying certain rooms on the floor. Any part of the project that requires displacing residents in any way must be scheduled with the Administrator. All pathways of egress must be open and free of clutter at all times. The Hallways will must be kept clear of clutter and allow residents and staff to walk freely and safely to and from the room and other areas on the first floor of the building. At the end of every day, all equipment must be stored in a locked area and out of the way of any paths of egress as well as out of reach of residents and staff.

QUESTION 8: Has Winchester House considered construction phasing of project? How will areas be turned over to contractor, or will contractor be required to work within occupied space?

RESPONSE: See response to question 7. In addition: certain blocks of rooms will be able to be turned over for work to be done according to a schedule provided to and approved by the Administrator. Contractor and Administrator will concur on all project phasing.

QUESTION 9: Will contract with Architect be signed on 2/12/12, and how quickly can Winchester House provide decisions on finish options and approvals of design work?

RESPONSE: The County will work to expedite a timely response based upon RFP review and responses.

QUESTION 10: Will project be competitively bid? If so, 2 weeks seems to be very quick to bid the project and secure a signed agreement, insurance and bonds, and provide a NTP to selected contractor.

RESPONSE: Lake County reserves the right to use existing contracts and/or competitively bid, whichever is in the best interest of the County.

QUESTION 11: Does Winchester House anticipate utilizing finish materials that are readily available (quick-ship or in-stock) to avoid construction delays on materials with lead times?

RESPONSE: Time is of the essence and Lake County is looking to the consultant for their expertise in time and material cost.

QUESTION 12: How many finish options does Winchester House desire to see?

RESPONSE: We are receptive to as many finish options as the Proposers would like to offer.

QUESTION 13: Regarding FFE, is there a separate FFE package that Winchester House anticipates soliciting separate from the general renovation work? If so, what FFE is anticipated?

RESPONSE: The Proposer shall provide a detailed FFE specification list as part of their proposal.

QUESTION 14: Is new signage desired?

RESPONSE: Yes. Winchester House will require new room number signage and directional signage to rooms.

QUESTION 15: Are new lighting and plumbing fixtures desired?

RESPONSE: Ceiling and ceiling lighting is not included in this renovation project. Any lighting and/or plumbing associated with the Proposer's overall renovation recommendation shall be included in the proposal.

QUESTION 16: Will Lake County manage the bid packages?

RESPONSE: Yes

QUESTION 17: What is the entire square footage of Phase 1 & Phase 2?

RESPONSE: 18,824 SF

QUESTION 18: Is the proposed budget for only Phase 1?

RESPONSE: No

QUESTION 19: Do we need a Purchasing Agent?

RESPONSE: No

QUESTION 20: Will we require the awarded Proposer be onsite and coordinate delivery and installation?

RESPONSE: Yes

QUESTION 21: Are the patient rooms included in the Request for Proposal?

RESPONSE: Yes, everything associated with the corridor shall be included in the RFP.

QUESTION 22: Will corridor 2 & 4 be occupied during the project?

RESPONSE: Yes. Winchester House will have the ability to move patients.

QUESTION 23: Has the abatement been done on flooring and ceiling?

RESPONSE: No abatement has been done.

QUESTION 24: Is Winchester House handling IDPH and infection control or is the designer expected to?

RESPONSE: Please see response to question 5.

QUESTION 25: In the Admission area, does the private seating area have to be a closed room?

RESPONSE: No. We are open to ideas.

QUESTION 26: In the Therapy room, is Winchester House looking for additional space, storage, etc?

RESPONSE: We are open to ideas to enhance the layout and make the overall feel more welcoming.

QUESTION 27: If we cannot open the walls, will be able to add wall lighting sconces?

RESPONSE: Yes. The sconces can be surface mounted with electrical coming from the drop ceiling.

QUESTION 28: What is underneath the current flooring?

RESPONSE: Should be the originally concrete; but this is not known for sure.

QUESTION 29: Will we bid out the millwork?

RESPONSE: Millwork should be included as part of the Designers overall proposal.

QUESTION 30: What is the overall expectation of the toilet rooms?

RESPONSE: Cosmetic only – floor, walls.

QUESTION 31: Is Winchester House fully sprinkled?

RESPONSE: Yes

QUESTION 32: If the Proposals are over the budget, how will Lake County determine the recommendations to implement?

RESPONSE: Lake County will determine what is in the best interest for FY2013.

QUESTION 33: Will the selected designer be able to work with the lighting and ceiling vendor?

RESPONSE: Yes

QUESTION 34: Will any furnishings be reused?

RESPONSE: It is our intent to only reuse the patient beds.

QUESTION 35: Does Lake County have an approved vendor list?

RESPONSE: For more Information about Lake County Purchasing process or to register with Lake County to receive notifications of bids, Request for Proposals (RFP), and other solicitations please visit our website:

<http://www.lakecountyl.gov/finance/purchasing/pages/doingbusiness.aspx>.

QUESTION 36: Do we require MBE or WBE participation?

RESPONSE: No

QUESTION 37: Do we require crash railings on the corridors?

RESPONSE: We do not require, however Proposers are welcome to include in their proposal.

QUESTION 38: Do we need bedding included as part of the bid package?

RESPONSE: Yes. Comforters shall be included as part of the bid package.

QUESTION 39: Should artwork be included as part of the bid package?

RESPONSE: Yes

QUESTION 40: Does the copy/ fire panel room require visibility?

RESPONSE: Yes. The window cannot be blocked off.

QUESTION 41: Will the work on this project set a precedent for future work in the facility or the proposed new construction project? Through online resources, it looks as though Winchester House may be building a new facility on the existing campus. Is this project moving forward, and, if so, what is the projected timeframe. Is there a contractor and/or design team already on board?

RESPONSE: At this time, Winchester House has an approved budget for the 1st floor renovations only. Any future bids will be posted on the Lake County website. Please register as a vendor to receive notifications.

QUESTION 42: During the walk thru, it was mentioned that replacement of the existing ceiling and lighting is not included in the scope of the RFP as this is a separate project/budget that Winchester House is completing separately. What is the timeframe of this project and will the design team for the interior renovation be able to collaborate with the ceiling/lighting vendor in order to coordinate finishes and suggest products?

RESPONSE: Please see response to question 33.

QUESTION 43: Please define how the project will be phased if the budget exceeds what is in the RFP?

RESPONSE: Please see response to question 32.

QUESTION 44: Is there a standards protocol for the facility that should be followed in design development? i.e., does the client have a pre-existing finish standard and /or preferred suppliers that they want the design team to use or follow?

RESPONSE: No. We are looking to the Proposer to provide their vision/ideas.

QUESTION 45: Does the client have a preferred provider for furniture procurement? i.e., a furniture dealer?

RESPONSE: No

QUESTION 46: Is FF&E procurement, other than furniture, a part of the scope? Window treatments and decor are mentioned in the RFP but will the client also require new cubicle curtains, shower curtains, artwork, chart holders, interior signage, mirrors, etc?

RESPONSE: Yes. We are looking for the Proposer to provide an entire finished look as part of their proposal.

QUESTION 47: Regarding Equipment, will Winchester House require any new equipment in patient rooms or in therapy rooms?

RESPONSE: No.

QUESTION 48: Does Winchester House participate in GPO's (group purchasing organizations) that will impact the items the design firm purchases for the project?

RESPONSE: Yes. Lake County reserves the right to utilize existing Lake County contracts and/or joint purchasing agreements for the purchase of sections of this proposal if it is in the best interest of Lake County

QUESTION 49: Does the client have a preferred contractor for the project or will it be competitively bid? Will cost estimating be required of the design consultant prior to contract documents?

RESPONSE: No. The RFP requests a proposed budget and bid packages will be competitively bid.

QUESTION 50: Will the client require any interior renderings or other presentation materials to explain the design to the community?

RESPONSE: Firms that are selected for a short list interview will be asked to present their designs in the best way they see fit.

QUESTION 51: Will the project require any involvement with IDPH?

RESPONSE: Please see response to question 5.

QUESTION 52: Is the replacement of wall protection, crash rail, corner guards or hand rails anticipated?

RESPONSE: Yes. We do not require crash rails, however proposers are welcome to include in their proposal.

QUESTION 53: Can you please email me the list of "planholders" for this project and/or the list of attendees to the prebid that was held?

RESPONSE: Vendor sign in sheets are attached as exhibit 1 of this addendum.

QUESTION 54: I saw that the interior design is tentatively scheduled to be complete 3/12/13. *When do you think you might put it out to bid for a contractor?*

RESPONSE: Please see section 6 of the RFP timeline for our proposed schedule. For more Information about Lake County Purchasing process or to register with Lake County to receive notifications of bids, Request for Proposals (RFP), and other solicitations please visit our website: <http://www.lakecountyil.gov/finance/purchasing/pages/doingbusiness.aspx>.

END ADDENDUM #1

PLEASE SIGN THIS FORM AND EMAIL TO PURCHASING@LAKECOUNTYIL.GOV OR FAX TO (847) 984-5889 WITHIN 24 BUSINESS HOURS. RETURN ORIGINAL WITH YOUR PROPOSAL.

I will be submitting a RFP RESPONSE _____ or

I will not be submitting a RFP RESPONSE because _____

Sincerely,



RuthAnne Hall
Lake County Purchasing Agent

Acknowledged and Accepted 13006-1:

Signature: _____

Company: _____

Exhibit A

PRE-PROPOSAL SIGN IN SHEET

RFP NO. 13006

INTERIOR DESIGN SERVICES

WED. DEC 19, 2012

TIME: 10:00 A.M. (PLEASE PRINT LEGIBLY)

Name: COLLEEN JACHT

Company: EMBELLISHED HOME DESIGNS, LLC

Address, City, State & Zip: 902 PAWES ST

LIBERTYVILLE IL 60048

Phone: 847-636-6643 Fax: 847-549-7960

Email: COLL910@MSN.COM

Name: Joe Policht

Company: Joe Policht Construction

Address, City, State & Zip: 811 W Golf RD.

LIBERTYVILLE IL 60048

Phone: 708-906-2684 Fax:

Email: Joe Policht @ ATT.net

Name: KYLE ARBINSON

Company: CORDOGAN CLARK ASSOCIATES

Address, City, State & Zip: 716 N. WELLS ST.

CHICAGO, IL 60654

Phone: 312-943-7300 Fax: —

Email: kalinson@cordoganclark.com

Name: Peter Erdelyi

Company: Huron Design Group

Address, City, State & Zip: 230 West Huron St., Suite 2E

Chicago, Illinois 60654

Phone: 312 944 3295 Fax:

Email: perdelyi@cramedesign.com

PRE-PROPOSAL SIGN IN SHEET

RFP NO. 13006

INTERIOR DESIGN SERVICES

WED. DEC 19, 2012

TIME: 10:00 A.M. (PLEASE PRINT LEGIBLY)

Name: Renee Lallas, Stacy Orenstein

Company: ARC+

Address, City, State & Zip: 1643 W. Carroll Ave
Chicago, IL 60612

Phone: 312 909 7119 Fax: 312 262 6390

Email: reneel@ed12.net

Name: BRENDA NESSLER

Company: PFB ARCHITECTS

Address, City, State & Zip: 333 N. LASALLE SUITE 3600
CHICAGO IL 60602

Phone: 312 376 3100 Fax: 312 376 3106

Email: bnessler@pfbchicago.com

Name: Emily Erickson

Company: KDI DESIGN

Address, City, State & Zip: ~~977~~ 427 North Kirk Road
Unit 101, Geneva IL 60134

Phone: 630 208 8822 Fax: 630 208 9376

Email: emily@kdidesign.com

Name: _____

Company: _____

Address, City, State & Zip: _____

Phone: _____

Fax: _____

Email: _____

PRE-PROPOSAL SIGN IN SHEET
RFP NO. 13006
INTERIOR DESIGN SERVICES
WED. DEC 19, 2012
TIME: 10:00 A.M. (PLEASE PRINT LEGIBLY)

Name: Melina Garza

Company: American Hotel Register

Address, City, State & Zip: 100 S. Milwaukee Ave.
Vernon Hills, IL 60061

Phone: 847-743-1411 Fax: 847-743-3411

Email: mgarza@americanhotel.com

Name: Julia Redwine ASID, IIDA reg. Int. Designer
WBCE Certified

Company: JRI Interior Design

Address, City, State & Zip: 602 Elmwood Lane
Lincolnshire, Illinois 60069

Phone: 847-914-9350 Fax: 9351

Email: jredwine@jri-interiordesign.com

Name: ERIN HURKES

Company: Drapery Connection

Address, City, State & Zip: 3160 Skokie Valley Rd
Highland Park IL 60035

Phone: _____ Fax: _____

Email: erinh@draperyconnection.com

Name: _____

Company: _____

Address, City, State & Zip: _____

Phone: _____ Fax: _____

Email: _____

PRE-PROPOSAL SIGN IN SHEET
RFP NO. 13006
INTERIOR DESIGN SERVICES
WED. DEC 19, 2012
TIME: 10:00 A.M. (PLEASE PRINT LEGIBLY)

Name: AGATA MIRONSKA / AGIELLO
Company: MILQ DESIGN STUDIO, LLC
Address, City, State & Zip: 9840 S. TRUMBULL
EVERGREEN PARK, IL
Phone: 312-451-3627 Fax: _____
Email: AGATA@MILQDESIGNSTUDIO.COM

Name: Hilary Ingran
Company: tv5 design
Address, City, State & Zip: 209 S. LaSalle St. Ste 801
Chicago IL 60604
Phone: 312.777.7400 Fax: _____
Email: hgran@tv5design.com

Name: Alisha Berleth
Company: Tyson and Billy Architects, P.C.
Address, City, State & Zip: 4000 Marsay Dr.
Rockford IL 61107
Phone: 815-229-8222 Fax: 815-229-8218
Email: Alisha@tysonandBilly.com

Name: CORRADO CODDEN / DANIEL EFFENHEIM
Company: PLUNKETT PRATCH ARCHITECTS
Address, City, State & Zip: 11000 W PARK PLACE
MILW. WI 53224
Phone: 414 759-3000 Fax: 414 410-2931
Email: Coddon@PRATCH.COM

PRE-PROPOSAL SIGN IN SHEET

RFP NO. 13006

INTERIOR DESIGN SERVICES

WED. DEC 19, 2012

TIME: 10:00 A.M. (PLEASE PRINT LEGIBLY)

Name: Mark Meyer

Company: ENCOMPASS INTERIORS

Address, City, State & Zip: 2310 West Conway Road
Roseville, MA

Phone: 651-900-3798 Fax: 678-961-2575

Email: mark.meyer@encompassgroup.net

Name: Sarah Lowry

Company: BLDD Architects

Address, City, State & Zip: 833 W. JACKSON Blvd.
Suite 100 Chicago, ILLINOIS 60607

Phone: 312 829 1987 Fax: 312 666 8967

Email: sarah.lowry@bldd.com

Name: _____

Company: _____

Address, City, State & Zip: _____

Phone: _____ Fax: _____

Email: _____

Name: _____

Company: _____

Address, City, State & Zip: _____

Phone: _____ Fax: _____

Email: _____