



ADDENDUM NUMBER 1

July 14, 2025
Invitation for Bid (IFB)
Generator Maintenance & Inspections
Proposal Due Date: Tuesday, July 15, 2025, at 11:00 am Central Time
Chicago Housing Authority
Department of Procurement and Contracts
60 East Van Buren, 8th Floor
Chicago, IL 60605

Receipt of this Addendum is to be acknowledged by the Contractor by signing, dating, and submitting with the Bid. Failure to do so may render the Bid non-responsive.

The following revisions, clarifications, additions and/or deletions are included in this Addendum to Solicitation and are to be fully incorporated into Respondent's Response therein.

Respondent acknowledges receipt of Addendum:

Respondent's Signature

Date

Item Number 1: Bid Due Date Extension:

Currently reads: Bid Due Date, Tuesday, July 15, 2025 at 11am (CST)

Changed to: Bid Due Date, Monday, July 21, 2025 at 11am (CST)

Item Number 2: Total Number of Generators:

Currently reads: The Chicago Housing Authority (CHA) seeks proposals from qualified firms to perform inspection, testing, routine maintenance, and minor repairs for **69 emergency backup generators** located at CHA properties with elevators.

Changed to: The Chicago Housing Authority (CHA) seeks proposals from qualified firms to perform inspection, testing, routine maintenance, and minor repairs for **80 emergency backup generators** located at CHA properties with elevators.

Item Number 1: Questions Received at Pre-Bid Presentation Meeting:

Question 1: Are the generators the only form of power redundancy?

Response: Yes

Question 2: Are the generators tested monthly?



Response: They are not tested monthly, but most CHA generators have a weekly exercise mode for an hour.

Question 3: Are the generators all the same?

Response: No, please refer to the fee form for generator size and make/model.

Question 4: Is the fuel monitored via VeederRoot or other fuel monitoring system. If not, how are the fuel levels monitored.

Response: No/ Fuel levels shall be monitored under the general maintenance by the awarded Generator contractor and onsite building engineers.

Question 5: Will there be an inspector or CHA escort present during maintenance inspections?

Response: No, a CHA escort or inspector will not be present during each maintenance inspection. A city inspector will need to be present to witness the annual load testing. In all cases, proper sign-in/sign-out protocols must be adhered to. Proper notification to CHA and the appropriate PPM is required in advance of arrival on site.

Question 6: Under "Specific Services", "semi-annual PM" lists changing oil, filters etc. This scope is completed during the ANNUAL PM. Semi-annual is the inspection. Is this acceptable?

Response: Yes, this is acceptable.

Question 7: Can you please confirm the total number of generators? The bid packet says 69, but the spreadsheet totals 80 gens.

Response: The Fee spread sheet is correct, and the total number of generators is 80. Necessary changes will be added to the bid package addendum to reflect the correct inventory total.

Question 8: Pricing repairs will be impossible. Last RFP, we provided a price per gen that was budgeted into the contract for 4 types of minor repairs. If the dollar amount in the contract for repairs was exceeded, we quote separately. Will this be the same?

Response: Yes, that is an acceptable pricing plan.

Question 9: Please advise how we are to price emergency calls. It is impossible to forecast emergencies, what work windows those emergencies will take place in, and what parts will be needed. Can we just provide a labor rate for emergencies?

Response: Yes, please provide labor rates for both normal hours and overtime hours.

Chicago Housing Authority

Tamiko Casteel

Tamiko Casteel, Procurement Manager