



Response to Questions for Real Estate and Strategic Advisory Professional Services IMDC RFP 17-001

Q: Can you please confirm whether just the “prime” contractor needs to complete and submit the forms in Exhibit H or whether all subcontractors need to do so?

A: **Both prime and subcontractors should submit the forms in Exhibit H.**

Q: Can you please clarify what type of performance metrics you are referring to in Service Group 1 (c) – operational, economic, profitability?

A: **Respondents are invited to propose appropriate performance metrics to reflect IMD goals, mission and vision.**

Q: Are respondents permitted to submit proposals excluding certain components within a particular Service Group; or alternatively, to suggest moving certain tasks from one Service Group to another?

A: **No, respondents should not exclude components within a Service Group nor should they move tasks between Service Groups.**

Q: Are respondents to any Service Groups expected to assist the IMD with the PD30 zoning amendment process?

A: **No**

Q: Are the services requested in Service Group 1 intended to be performed at the portfolio-level in its entirety, on an individual asset-level, or both?

A: **Both**

Q: Are the services requested in Service Group 2 intended to be performed for all operating and development assets detailed in Exhibit F, or a sub group of underperforming assets?

A: **Services in Group 2 are intended to be performed for all assets.**

Q: With respect to Service Group 4, does the IMD require the service provider to identify potential acquisition targets?

A: **Yes, the selected service provider(s) will be asked to identify potential acquisition targets.**

Q: Please confirm if the requirements for Financial, Bonding and Insurance Capacity are required to be submitted regardless of the Service Groups being bid on, or if they are only relevant for certain Service Groups.

A: **Yes, requirements for Financial, Bonding and Insurance Capacity are required to be submitted regardless of the Service Groups being bid on.**



Q: Please confirm that a fixed fee is not required for the fee proposal.

A: **A fixed fee is not required; please refer to Pricing/Fee Proposal Contents section on page 16.**

Q: Can IMD provide an indication of the insurance requirements anticipated for this contract?

A: **Please see Tab 5: Financial, Bonding and Insurance Capacity on page 15 for insurance requirements.**

Q: Does the available map reflect the recent development of the Gateway Project?

A: **The available maps include 2020 W Ogden, which is the Gateway Development.**

Q: Section 3.3, Tab 3 of the RFP seeks information concerning Team, Experience and Qualifications. With respect to the second bullet point under Tab 3 (excerpt below), can a responding firm provide a previous IMDC engagement as a reference along with all the corresponding information associated with that IMDC reference? The RFP is ambiguous on this point and the wording of the question would seem to allow this as a reference used in the qualification for this RFP but we'd like that clarified please.

A: **Yes, previous IMD engagement can be referenced.**

Q: For Service Group 5 (Facilities and Asset Management Services), please confirm whether the IMDC is expecting ongoing property management services or if the IMDC is simply looking for the consultant to assist upfront in creating a strategy to effectively manage the assets?

A: **The selected firm may be asked to develop a property management strategy and provide the underlying services.**

Q: Section 3 of Exhibit H calls for the disclosure of all contracts (current and pending) with 3 entities (the City of Chicago, Cook County and The State of Illinois). Is this question specific to just those three individual entities or does it apply more broadly to entities tied to (directly or indirectly) to those named jurisdictions (i.e. Chicago Housing Authority, Chicago Public Schools, Illinois Finance Authority, etc.)?

A: **The Respondent should disclose the requested information for the City of Chicago, County of Cook, State of Illinois government, related agencies, and any special purpose or special taxing districts, units of government, or statutorily created agencies, authorities, districts, commissions, or government entities.**

Q: Does the RFP call for firms to disclose pending procurements that are not decided and are not yet awarded (still in the RFP response evaluation phase)?



A: The Respondent should disclose the requested information for competitive procurements or solicitations for which the Respondent has submitted a response and has not been definitively declined or informed of non-selection.

Q: For the response under Tab 6, it appears that bullet points 6 through 15 should be subsets of the fifth bullet point. Can IMD confirm this interpretation?

A: Yes, this is correct.

Q: Besides Exhibit H what else has to be filled out and sent and where are those forms found?

A: Please refer to Section 3: Offer Requirements for an explanation of what should be included in the response contents.

Q: Please identify any incumbent vendors under contract or with expiring contracts pertaining to the services under any of the Service Groups of this RFP. How will their existing contracts be managed alongside the new contract(s) issued as a result of this procurement?

A: The IMD currently uses Savills Studley on a limited basis for real estate consulting, leasing and brokerage services. Their existing scope of services will not conflict with any of the RFP service groups.

Q: What firm or firms currently perform facility management at the IMD's owned buildings?

A: IMD staff or IMD tenants are responsible for managing IMD-owned facilities. Facility management responsibility varies depending on the lease arrangement.

Q: With respect to leasing and brokerage services, are any of the IMD's current assets under agency agreements, and if so, what are the terms of those agreements?

A: No, none of the IMD's current assets are under agency agreements.

Q: Would the IMD be willing to consider Master Leases or Ground Leases at any of the current buildings or development sites?

A: Yes, the IMD would be willing to consider master leases or ground leases.

Q: Can the IMD provide any healthcare metrics on current needs for space/parking in the district either for IMD or any of its stakeholders?

A: The IMD is currently conducting a parking study which will provide an assessment of needs for parking in the district.



Q: Have there been discussions between the IMD and CTA regarding a “District Loop” shuttle service?

A: **Yes, there have been preliminary discussions between the IMD and CTA.**

Q: Does the IMD currently provide any form of security for the current buildings and land?

A: **Yes, there are a variety of security measures in place.**

Q: Can you please provide the IMD’s most recent budget / development budget?

A: **All available financial information can be found on the IMD website here:**

<http://www.medicaldistrict.org/about/reports/financial-reports>

Q: What is the anticipated period of engagement for the firm/s selected by the IMD?

A: **Depending on the service group, the anticipated period of engagement for the firm(s) selected by the IMD could range from one year to three years; however, the IMD reserves the right to adjust and specify these periods at the point of contract execution.**

Q: The State of Illinois’s Department of Public Health was seeking proposals for a lab facility within the IMD at one point, is there still an interest in their relocation to the IMD?

A: **The IMD has not engaged in any recent discussions with the Illinois Department of Public Health regarding the need for a lab facility within the IMD.**