



**City of Evanston
Putting Assets to Work Innovative Finance and Asset
Concession Grant Implementation**

**ADDENDUM # 2
RFP 25-02
January 16, 2025**

Any and all changes to the Contract Document are valid only if they are included by written addendum to all potential respondents, which will be mailed, emailed and/or faxed prior to the proposal due date to all who are known to have received a complete bid document. Each respondent must acknowledge receipt of any addenda by indicating on the Bid Form. Each respondent, by acknowledging receipt of any addenda, is responsible for the contents of the addenda and any changes to the bid proposal therein. Failure to acknowledge receipt of any addenda may cause the proposal 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 following:

1. Addendum Number One (1) is attached and consists of a total of three (3) pages including this cover sheet.

Please contact me at 847-866-2935 or lithomas@cityofevanston.org with any further questions or comments.

Linda Thomas
Purchasing Specialist

City of Evanston
Putting Assets to Work Innovative Finance and Asset Concession Grant
Implementation

RFP # 25-02

ADDENDUM #2

January 16, 2025

This addendum forms a part of the Specifications and Bid Documents for RFP #25-02 and modifies these documents. This addendum consists of the following:

Questions:

1. **Question:** Page 15 of the RFP, specifically the form of cost proposal sheet is blank. Can you please supply the requested detail?
Answer: Page 15 can be used to insert your pricing or you can provide a separate pricing sheet.

2. **Question:** Can you please share the delineation of cost proposal used in the grant successful application the City of Evanston submitted to receive the TIFIA funding? This information would help us understand the City of Evanston's priorities, as well as the compliance requirements associated with the grant.
Answer: Please see information below.

3. **Question:** Exhibit K refers to a bid bond, customarily required for construction bids (not professional services). Please confirm that no bid bond is required for this RFP response.
Answer: There is no bond associated with this RFP. Please disregard Exhibit K.

Clarification:

Page 10 of the RFP document states: All questions related to this RFP should be submitted in writing to Linda Thomas, Purchasing Specialist at liethomas@cityofevanston.org with a copy to Paul Zalmazek, Economic Development Manager at pzalmazek@cityofevanston.org.

Correction: Paul Zalmezak's email address is: pzalmezak@cityofevanston.org

Activity	IFACGP Requested Funds	Percentage of Budget Total
Personnel	\$300,000	
Evaluation of Existing Assets, Use Case Analysis	\$350,000	
Develop Public Sector Oversight and Transparency Policies to Protect the Public Interest in Asset Concession Relationships	\$50,000	
Explore different government and institutional structures to house the City's asset management initiative and respective pros and cons	\$50,000	
Joint Project Development Scoping, High-level Financial Analysis, and Project Financial Analysis and Pro Forma	\$100,000	
Public Engagement and Feedback	\$25,000	
Subtotal	\$875,000	
Direct Costs	\$25,000	
Indirect Costs	\$85,000	
Total	\$985,000	

Note: Acknowledgement of this Addendum is required in the Submittal