



**NAPERVILLE PUBLIC LIBRARY  
NOTICE OF ADDENDUM  
CONSTRUCTION MANAGEMENT SERVICES REQUEST FOR PROPOSALS  
ADDENDUM NO. 1**

**Amendment Date: April 20, 2022**

**This addendum shall be considered part of the Request For Proposal and is issued to change, amplify, or delete from or otherwise explain these documents where provisions of this addendum differ from those of the original RFP. This addendum shall have precedence over the original documents and shall govern.**

**Proposers are hereby notified that they shall make any necessary adjustments in their proposals as a result of this addendum. It will be construed that each proposal is submitted with full knowledge of all modifications and supplemental data specified herein.**

**All proposers are to include the Addendum Acknowledgment Form on Page 2 of this Addendum with their proposal response.**

This Addendum 1 consists of three (3) pages and has the following information to be incorporated into the Request for Proposals:

**GENERAL CLARIFICATIONS:**

1. Sign-in sheet from mandatory pre-proposal meeting held 19 April 2022 is attached.
2. Deadline for questions and clarifications shall be extended from Wednesday, 20 April to Wednesday 27 April. A final addendum incorporating any clarifications or questions answered by proposers will be by end of business day on Thursday, 28 April. Due date and time for responses remains 4:00 PM on Tuesday, 3 May as indicated in the RFP.
3. Generally, the work within the initial phase 1 work at Nichols Library does not need to be broken into "sub-phases". NPL will arrange for temporary areas for staff while work is in progress.
4. Staff are generally available to open the building by 7:00 AM. Particularly noisy or disruptive work is preferred to be accomplished prior to 9:00 AM when the library opens to the public whenever possible. Effective and frequent communication between CM and Owner to advise of potentially disruptive work as far in advance as possible so staff and customers may be notified is required.

**REQUEST FOR PROPOSALS:**

1. Under "Submittal Requirements – 3) Construction Management Capabilities and Services", move information requested in item (A) ("Please provide resumes for each key member of your project team..." to Section 4 ("Project Organization") following your response to item (A)(2) "Provide a brief description of their responsibilities..." Provide these resumes with information requested in lieu of item (A)(3), as resumes are not needed twice.

**ACKNOWLEDGEMENT OF ADDENDUM**

I hereby acknowledge receipt of Addendum #1 pertaining to the above-referenced RFP

COMPANY NAME: \_\_\_\_\_  
CONTACT PERSON: \_\_\_\_\_  
ADDRESS: \_\_\_\_\_  
CITY: \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_  
PHONE: (\_\_\_\_) \_\_\_\_\_ FAX: (\_\_\_\_) \_\_\_\_\_  
E-MAIL: \_\_\_\_\_

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Date)

**ATTACHMENTS:**

1. SIGN-IN SHEET FROM PRE-PROPOSAL MEETING, 19 APRIL 2022

**End of Addendum #1**

Construction Management Pre-Proposal Conference - Sign-In Sheet



Name	Company	e-mail
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