



**RFP No. 22-51**

**for**

**Ecology Center Renovation**

**ADDENDUM No. 1**

**July 26, 2022**

Any and all changes to the Request for Proposal are valid only if they are included by written addendum to all potential respondents, which will be emailed prior to the proposal due date. Each respondent must acknowledge receipt of any addenda by indicating in its proposal. Each respondent, by acknowledging receipt of any addenda, is responsible for the contents of the addenda and any changes to the RFP 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 thirteen (13) pages including this cover sheet.

Please feel free to call (847-448-2935) or email ([purchasing@cityofevanston.org](mailto:purchasing@cityofevanston.org)) with any questions or comments.

Sincerely,

Linda Thomas  
Purchasing Specialist

## RFP No. 22-51

### Ecology Center Renovation

#### ADDENDUM No. 1

July 26, 2022

This addendum forms a part of the Specifications and Bid Documents and modifies these documents.

#### Clarifications to Questions Received:

1. Question: Does the scope include an automatic sprinkler system?  
Response: An automatic sprinkler system for fire suppression is not to be included in the scope of work. There is a fire alarm system that needs to be adjusted to incorporate any of the changes to the building.
2. Question: Can you provide a floor plan of the existing building?  
Response: Please find a drawing of the existing Ecology Center attached.
3. Question: Can you please provide some photos of the crawl space?  
Response: Please find photos attached.
4. Question: Can you distribute the pre-proposal meeting attendee list?  
Response: Please find the list of attendees for the pre-proposal meeting attached.
5. Question: What is the scope of the structural analysis? Is there an expectation for a whole building structural analysis?  
Response: The structural engineering scope of this project is to evaluate the existing structure as necessary to complete the proposed adjustments. For instance, if a rooftop unit is to be installed, a structural analysis must be performed to evaluate the existing structure to support this unit. If new walls are proposed, the existing structure needs to be evaluated to determine if work is required to accommodate the new work. A whole building analysis of the existing structure is not a requirement.
6. Question: The RFP mentions the need for presentations to committees. How many of these presentations are expected and what committees?  
Response: Please disregard this request. Upon further consideration, the process for design will not have a public engagement component. There will not be a need for the consultant to provide presentations

to committees nor the council. There will be regular project meetings (every 2 weeks at the minimum). Please expect these to be done virtually. Periodically through the course of the project the project meetings will be expanded to include additional staff as necessary to provide feedback and decisions.

7. Question: What is the expected construction schedule for the renovation?  
Response: The goal of this project is to construct the renovation in the fall of 2023. The bidding will occur over the course of the summer.
8. Question: Is there a desire to excavate the crawlspace.  
Response: Although there is a desire to excavate the crawlspace, it is expected that this will not work with the city's budgetary constraints.
9. Question: What is the expected budget?  
Response: A budget has not been set for this project. The nature and extent of the remediation required to mitigate the moisture issues within the crawlspace are too variable at this time and a budget has not been set. Therefore, the selected consulting team will have to work with the City to set a budget as the costs of recommended solutions become clear.
10. Question: The City of Evanston recently released the Capital Improvement Plan which identifies \$450,000 allocated to the Ecology Center. Is this the budget?  
Response: A budget has not been set for this project. Funding allocations for the project will span multiple years.
11. Question: The RFP mentions commissioning. What is this referring to?  
Response: The consultant needs to provide HVAC commissioning of the new equipment. This does not need to be performed by a third party, but can be. The scope of the commissioning should be similar to the LEED HVAC commissioning. Please indicate the methodology for HVAC commissioning in the Project Approach section of the proposal.
12. Question: Does this project include LEED certification?  
Response: This project is not going to go through LEED certification.
13. Question: Do we have to provide insurance requirements when we submit the proposal, or once if the team gets selected?  
Response: The selected consultant will have to provide information regarding insurance after the team is selected. Please review the insurance

requirements to make sure that meeting the insurance requirements is not prohibitive.

14. Question: Section 4.0 Submittal Requirements C. Qualifications and Experience of Firm and/or Team: Did you want that to be Exhibit K? Or, do we include both Exhibit K and our company letterhead experience sheets?

Response: Please provide both experience sheets with the relevant information about the project that you believe is important for the selection committee to know, and Exhibit K. Exhibit K is a blunt tool which is easily referenced and indicates that a consultant team is minimally qualified. The experience sheets provide much greater context and nuance which allows the selection committee to identify whether the consultant team is a good fit for this particular project.

15. Question: Can the Prime firm prepare the cost estimates in-house?

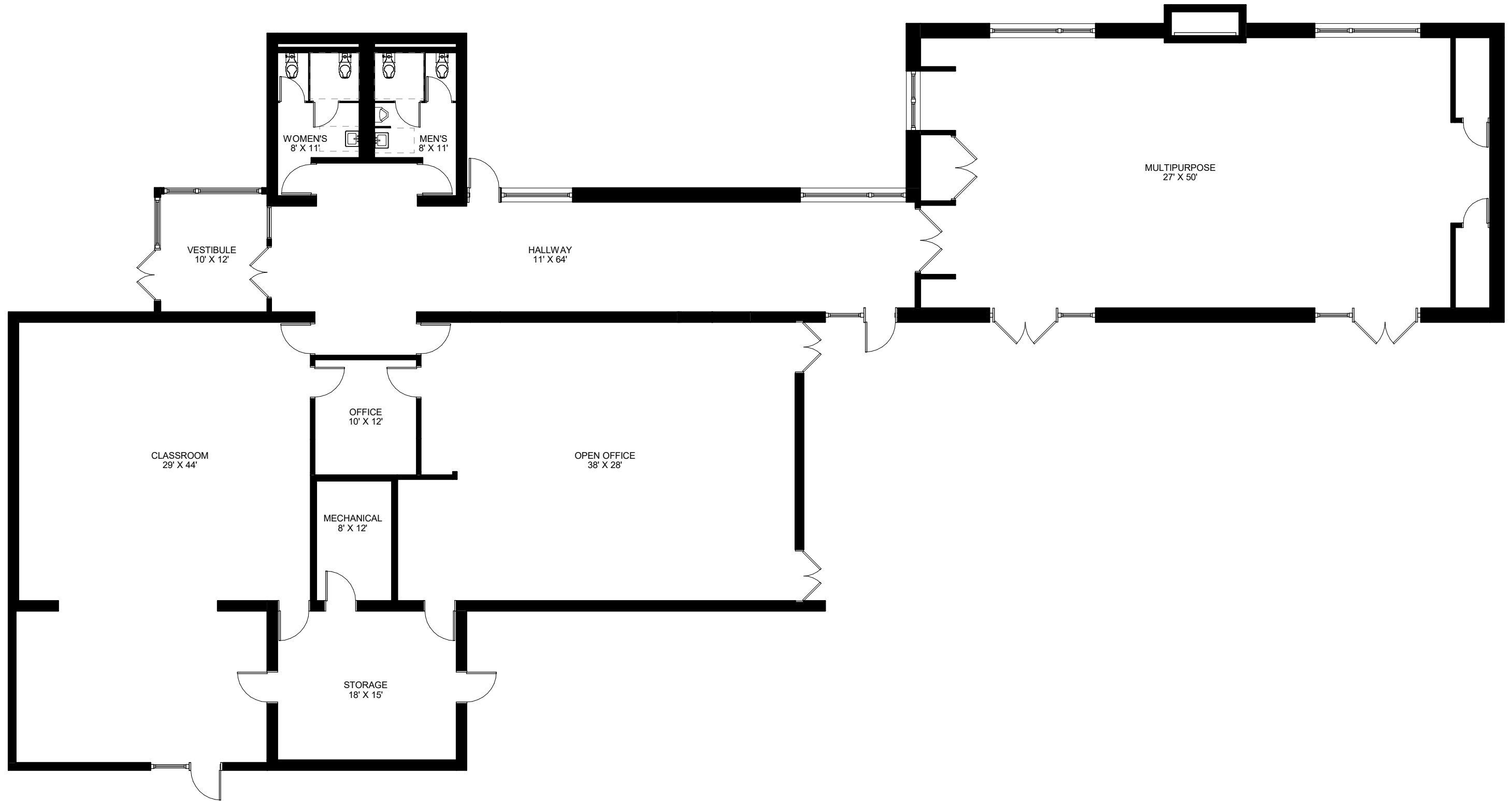
Response: Yes, the prime firm can prepare the cost estimates in-house. The Project Approach is an excellent place to indicate how the cost estimates are to be completed, the sequence of when you expect to prepare these cost estimates, and why this is your suggested approach. The other elements of the scope should also be discussed in the Project Approach similarly.

**ATTACHMENTS:**

Drawing/Photos

Pre-Proposal Sign-In-Sheet

**Note: Acknowledgment of this Addendum is required in the Bid Response.**



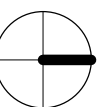
# Evanston Ecology Center

City of Evanston | 2024 McCormick Blvd  
Evanston, Illinois 60201

Floor Plan

1" = 10'-0"

07/22/22







# Evanston Ecology Center

City of Evanston | 2024 McCormick Blvd  
Evanston, Illinois 60201

Crawl Space Photos



City of Evanston Pre Proposal Meeting  
 RFP 22-53 Ecology Center Renovation  
 Date & Time: July 14, 2022, 11:00 AM, Ecology Center, 2024 McCormick, Evanston IL 60201  
 Virtual Pre-Bid Meeting

Attendee/Name	Company Name & Address, City, State, Zipcode	Phone Number	Email Address
Matt Chen	Granite Construction Chicago 216 S Jefferson	(847) 257-0808	Matthew.Chen@gcinc.com
Todd Mann	Mann Architects	312 560 8163	<del>Todd.Mann@mannarchitects.com</del>
KELLY MOYNIHAN	HPZS	612 360 0829	kmoynihan@hpzs.com
Sarah Haas	McGuire Lysek	847-328-5679	sarah@miarchitects.com
BRIAN FROMENTIER	CORODON CLARK	630 209 7525	bfromentier@cordoclar.com
SCOTT WYNNE	K.P.F.F.	847 839 7767	scott.wynne@kpf.com
Andy Tinucci	Woodhouse Tinucci	312 943 3120	a.tinucci@woodtinarch.com
IAN MILEY	CIVIC PROJECTS	405 840 7558	imiley@civic-projects.com
DANIEL SPORE	JGMA	312 875 4438	dan@jgma.com
Ryan Leodora	Epstein	312 559-6542	rLeodora@epsteinsglobal.com

City of Evanston Pre Proposal Meeting

RFP 22-53 Ecology Center Renovation

Date & Time: July 14, 2022, 11:00 AM, Ecology Center, 2024 McCormick, Evanston IL 60201

Virtual Pre-Bid Meeting

Attendee/Name	Company Name & Address, City, State, Zipcode	Phone Number	Email Address
Marko Balac	Granite Construction / Chicago	224-277-0363	Marko.Balac@gcinc.com
TOM USE	EASTMAN USE ARCHITECTS / CHICAGO	847 331 3425	TOM@EASTMANUSE.COM
Tad Byrne	Kinley Horn 4201 Winfield Rd / Warrenville	331 300 3460	tad.byrne@kinley-horn.com
Jinshan Liu	Terra Engineering	224 619 6776	JLiu@terraengineering.com
Thomas Ahlman	Studio Talo Architects	7. 620. 7232	thomas@studiotalo.com
Mike Podelski	Holabird & Root	312 357 1771	mp.podelski@holabird.com
DANA HLUBEL	MULLER & MULLER	773.612.5874	dhlubel@muller2.com
Nate Kipnis	Kipnis Arch + Planning	847 864 9650	niskipnis@kipnisarch.com





Ryan A. Leodoro  
Business Development Manager



Architecture  
Interiors  
Engineering  
Construction

600 West Fulton Street  
Chicago, Illinois 60661-1259  
(312) 454-9100

D (312) 429-8072  
C (312) 859-6542  
rleodoro@epsteinglobal.com  
www.epsteinglobal.com



Global Offices

Chicago  
New York  
Bucharest  
Warsaw



Brian Kronewitter, AIA, DBIA  
Executive Vice President

CORDOGAN CLARK  
960 Ridgeway Avenue  
Aurora, IL 60506  
630.896.4678

cell: 630.209.7525  
bkronewitter@cordoganclark.com



CORDOGAN CLARK

C O R D O G A N C L A R K . C O M

Aurora, IL • Chicago, IL • Lafayette, IN • St. Louis, MO • Fairview Heights, IL

MIA  
McGuire Iglesias & Associates, Inc.

Sarah Haas, AIA

1330 Sherman Avenue | sarah@mlarchitects.com | office 847.328.5679  
Evanston, IL 60201 | www.mlarchitects.com | cell 847.644.4166

Architecture, Preservation, Planning



MIA

studio  
talo architecture inc.  
1234 sherman ave. | evanston | il | 60202

thomas ahleman, a.i.a.  
principal

(t) 847.733.7300

(f) 847.733.7303

thomas (s) studiotalo.com

www.studiotalo.com





**JUNSHAN LIU, PHD, PE, SE**  
Senior Structural Manager

225 WEST OHIO STREET 4TH FLOOR  
CHICAGO, ILLINOIS 60654  
(T) 312 467.0123 (F) 312 467 0220  
jliu@terraengineering.com  
www.terraengineering.com

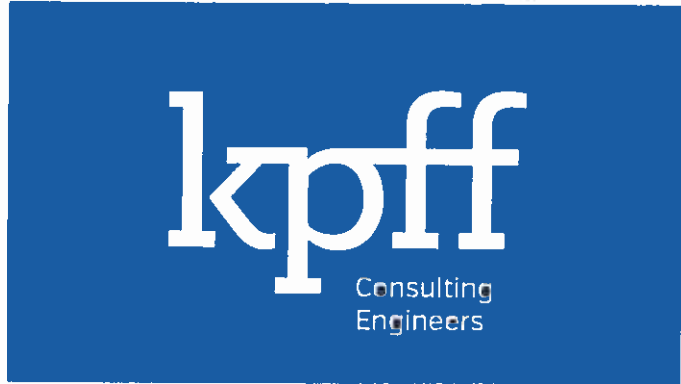
CHICAGO PEORIA OAK PARK GRAYSLAKE MILWAUKEE ST LOUIS

**Scott Wyatt, PE, SE**  
Associate  
scott.wyatt@kpf.com



O 847.859.7790  
D 847.859.7787  
M 919.671.6710

1560 Sherman Avenue, Suite 1020  
Evanston, IL 60201



**Eastman Lee Architects**

**Tom Lee AIA**  
Principal



Chicago  
Philadelphia

+1 847 331 3425

tom@eastmanlee.com  
www.eastmanlee.com

**MAIN ARCHITECTURE**

1332 North Halsted  
Suite 301  
Chicago, IL 60642  
main-architecture.com  
312 649 9484

**Todd Main**  
tmain@main-architecture.com  
M 312.560.8163

*Enhancing clients lives  
by designing uncommon and appropriate environments*

**AAA ENGINEERING**  
SINCE 1970

**Rachel Borenstein**  
President

AAA Engineering, Ltd.  
4323 W. Irving Park Rd. Suite 200  
Chicago, IL 60641  
Main: 773-657-3300  
Cell: 773-919-1780  
Email: rborenstein@aaaengineering.net

11 of 13



Contact Info



Website



**IAN C. MILEY, AIA, LFA, LEED GA**  
**Project Architect**  
imiley@civic-projects.com  
(O) +1 312.324.4228 (C) 405.898.7538

Civic Projects Architecture  
6100 South Blackstone Avenue  
Chicago, Illinois 60637

[civic-projects.com](http://civic-projects.com)

# CIVIC PROJECTS

ARCHITECTURE

**HOLABIRD & ROOT**

**MICHAEL PINDELSKI**  
Associate  
D 312 357 1771  
MPINDELSKI@HOLABIRD.COM

140 SOUTH DEARBORN STREET  
SUITE 500  
CHICAGO, ILLINOIS 60641  
T 312 357 1771

[WWW.HOLABIRD.COM](http://WWW.HOLABIRD.COM)

**HOLABIRD & ROOT**

(CREATE. PRESERVE. TRANSFORM.)

# Kimley»Horn

**Tad Byrne, P.E.**  
tad.byrne@kimley-horn.com

4201 Winfield Road  
Suite 600  
Warrenville, IL 60555  
direct 331 300 3460  
mobile 786 385 6207

[kimley-horn.com](http://kimley-horn.com)

# Kimley»Horn

Expect More. Experience Better.

**DANA HLUBEK**  
MARKETING COORDINATOR

☎ 312.313.7718  
✉ [dhlubek@muller2.com](mailto:dhlubek@muller2.com)

📍 700 N Sangamon St • Chicago IL, 60642  
🌐 [www.muller2.com](http://www.muller2.com)





nathan kipnis FAIA | Principal, LEED BD+C  
nkipnis@kipnisarch.com

High Design/Low Carbon™

kipnis architecture + planning  
1642 payne street | evanston, IL 60201 | 847 864 9650  
1200 pearl street | boulder, CO 80302 | 720 677 0243  
www.kipnisarch.com

HPZS

**Kelly Moynihan**

AIA, NCARB, WELL AP, LFA, CPHC®, LEED Green Assoc.

**Principal**

email: kmoynihan@hpzs.com  
office: 312-481-7475  
mobile: 612-360-0829

213 W. Institute Place, Suite 502  
Chicago, Illinois 60610

City of Chicago WBE/DBE Certified  
WBENC Certified  
WBE #2005128463  
WOSB Certified  
WOSB #W110161

PRESERVING A SUSTAINABLE FUTURE

www.hpzs.com

GRANITE

**Matthew Chen**  
Project Manager

**Granite Construction Company**  
216 S Jefferson St  
Suite 601  
Chicago, IL 60661

☎ 224.257.0808  
✉ matthew.chen@gcinc.com  
🌐 graniteconstruction.com



NYSE: GVA

JGMA  
JUAN GABRIEL MORENO ARCHITECTS

o | +1.312.895.4438  
e | dan@jgma.com  
w | www.jgma.com  
a | 223 west ohio street  
chicago, illinois 60654 usa

**DAN SPORE**  
PROJECT PRINCIPAL

EWST