

ACKNOWLEDGEMENT OF ADDENDUM

Addendum 2 to Request for Proposal for Elevator Upgrade/Modernization July 26, 2024

This Addendum 2 to the Request for Proposal (RFP) for the Elevator Upgrade/Modernization is issued by Lake Forest Library through the Library's website.

All prospective bidders shall acknowledge receipt of this addendum by signing and submitting this addendum acknowledgement form. Failure to acknowledge receipt of the addendum may be cause for rejection of the RFP submission.

When submitting all Proposals, this Addendum Acknowledgment Form must be included in the Proposal submittal. The page will not be considered part of the 20 single-spaced page limit for Submissions.

This Addendum No. 2 consists of two (2) pages and has the following information to be incorporated into the Proposal submittal. The following are responses to the questions the Lake Forest Library received from prospective bidders:

Question #1. Is the total proposal limited to 20 single-spaced pages?

Answer: The base bid document should not exceed 20 single-spaced pages. Additional information such as brochures, product specifications, etc. can be added as a supplementary document.

Question #2. How might bidders mitigate the impact on daily library operations?

Answer: Parties discussed different options for working hours such as between 6 am – 2.30 pm; 7 am – 3.30 pm and 8 am – 4.30 pm. Bidders are encouraged to review the schedule of upcoming library events and programs available at [Upcoming Events | Lake Forest Library](#)

Bidders should provide two proposals – one for a 5-day work week, and an alternate for working an additional day in the week to expedite the project.

Question #3. What is a good staging area to store equipment and supplies?

Answer: The expansion area in the Youth Services area (southeast part of the lower level).

Question #4. How can we make the existing elevator more ADA accessible?

Answer: Parties noted that the current elevator is ADA accessible. While we might potentially gain about 6 inches in width, it is likely that we would lose about 8 inches in length. Consensus was that it would be not cost effective to modify the current elevator's size. Bidders are not required to provide an alternate bid for this purpose.

Question #5. How should bidders quote for the interior finishes in the upgraded/modernized elevator?

Answer: Bidders should provide the interior finish package as an allowance cost which assumes mid-level materials. Please provide examples of materials that would/could be within that allowance.

The full RFP is at: [Elevator Upgrade Modernization RFP June 19 2024.pdf](#)
([lakeforestlibrary.org](#))

I hereby acknowledge receipt of this Addendum 2 to the above-referenced Request for Proposals.

Firm Name: _____

Contact Person: _____

Address: _____

City: _____ State: _____ Zip _____

Phone: (____) _____ Email: _____

Signature: _____ Date: _____