

#395

**Clerk's Contract and Agreement Cover Page**

**Year:** 2008

**Legistar File ID#:** 2007-0677

**Multi Year:**

**Amount** \$18,500.00

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**Contract Type:**

Professional Services

**Contractor's Name:**

Gifillan Callahan Nelson Architects

**Contractor's AKA:**

**Execution Date:**

12/10/2007

**Termination Date:**

9/30/2008

**Renewal Date:**

**Department:**

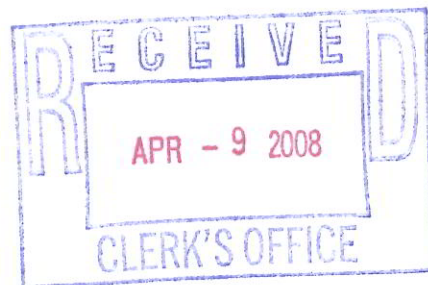
Administration/Village Manager

**Originating Person:**

Ellen Baer

**Contract Description:** Recreational Space Needs Analysis

Addendum - proposal dated 3-11-08 to add Village Hall to analysis



Thursday, April 10, 2008

MAYOR  
Daniel J. McLaughlin

VILLAGE CLERK  
David P. Maher

14700 S. Ravinia Ave.  
Orland Park, IL 60462  
(708) 403-6100



VILLAGE HALL

TRUSTEES  
Bernard A. Murphy  
Kathleen M. Fenton  
Brad S. O'Halloran  
James V. Dodge  
Edward G. Schussler III  
Patricia Gira

April 10, 2008

Mr. Patrick Callahan  
Gilfillan Callahan Nelson Architects  
515 North River Street  
Batavia, Illinois 60510

RE: ***NOTICE TO PROCEED***  
***Addendum to Recreational Space and Related Facilities Needs Analysis***

Dear Mr. Callahan:

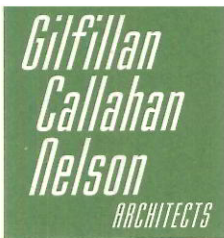
Enclosed is an executed copy of the change proposal dated March 11, 2008 to the contract dated December 10, 2007. This addendum is to include the Village Hall in the Space Needs Analysis for an amount not to exceed Two Thousand and No/100 (\$2,000.00) Dollars.

If you have any questions, please call me at 708-403-6173 or Ellen Baer at 708-403-6158.

Sincerely,

Denise Domalewski  
Contract Administrator

cc: Ellen Baer



1600 Golf Road  
Suite 1000  
Rolling Meadows, IL 60008  
Phone: 847.952.0545  
Fax: 847.952.0575  
www.gcnarch.com

## Architectural Services – Contract Addendum Proposal

**DATE:** March 11, 2008

**TO:** Ms. Ellen Baer  
Assistant Village Manager  
Village of Orland Park  
14700 South Ravinia Avenue  
Orland Park, IL 60462

**FROM:** Patrick J. Callahan

**RE:** Additional Services to Expand Space Needs Study  
To Include Existing Village Hall

### Scope of Architectural Services:

Gilfillan Callahan Nelson Architects shall provide the following services for the Village of Orland Park in accordance with the Contract for Professional Services Between the Village of Orland Park and Gilfillan Callahan Nelson Architects dated December 10, 2007 and as follows:

- Meet with Owner to review existing conditions and space needs.
- Provide documentation consistent with the contract.

### Compensation

Compensation will be based on a not to exceed fee of \$2,000.

Reimbursable expenses will be invoiced at one and one-tenth (1.10) the cost billed to the Architect and shall be limited to plotting and printing costs.

### Schedule

We can proceed with these assignments as soon as authorized to do so. If these terms are generally acceptable, please sign below and we will prepare the contracts. If you wish to discuss the scope of services in more detail, we are available to do so at your convenience.

If acceptable, please sign both originals and forward one fully executed original of this document to our office. Retain the other copy for your contract file.

OWNER: 

ACCOUNT MANAGER: 

PRINT NAME: Ellen J. Baer

PRINT NAME: Patrick J. Callahan

DATE: 4-9-08

DATE: 3/11/08

cc: Vicki Luczynski, GCNA