

Exhibit “A”



Celebrating our 30th year!
1992 – 2022

May 2, 2022

Mr. John O. Gross, Business Administrator/CFO
Township of West Orange
66 Main Street
West Orange, NJ 07052

Re: Additional Services – Library Re-Bid

Dear Mr. Gross,

I am writing to inform you that additional services are required as related to the re-bid of the library project. These services include the following tasks:

1. Modifications to the Drawings and Specification to include the requested Alternate Bid for the exterior patio work
2. Preparation of updated “front-end” bid forms
3. Modifications to include American Water revisions to fire service line
4. Distribution to prior bidders of notice-to-bidders (after ad is formally placed)
5. Receive and respond to bidder inquiries
6. Issuance of Addenda
7. Review of bids and preparation of summary and recommendation

We proposed a not-to-exceed fee of \$5,000 to be billed on an hourly basis. Please note that we have commenced with these services at our own risk for the benefit of the township and this project. If this additional services proposal is acceptable, please give us written authorization to proceed.

Sincerely,

A handwritten signature in black ink, appearing to read 'A. Iovino', is written over a light blue horizontal line.

Anthony Iovino, AIA, PP, LEED
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