1. Can you please elaborate on the desired scope for "community engagement" for this project? Typically we have a minimum of three community meetings to get input directly from patrons on what they might like to see in the new library, how they use it, etc. The first meeting is to introduce the concept and gather ideas, then a progress report and refinement meeting, and then a meeting to show the nearly finished product.

2. Do you expect the A/E team to include cost estimating services as part of its scope? Yes

3. Please confirm. Are you seeking a comprehensive fee proposal as a part of this 'Request for Qualifications'? Or, alternatively, do you simply want a general idea of anticipated fee (as many potential scope requirements remain undefined.) A fee proposal is ideal

4. Are acoustic design services a required A/E team component? No

Question:

1. Are firms expected to present a design proposal to MPL at the interview stage? RFQ Interviewees have usually brought some thoughts on the design in the past but not necessarily a full design presentation.

2. Is there an opportunity to influence the design of the Core + Shell components to improve the functionality of the library space? Possibly but would depend on scope of what it is you are proposing.

3. What is the construction timing for the Core + Shell Project? Will Core +Shell schedule allow for the Library space to be fully enclosed prior to the start of the Library build-out? Depends on whether the project is awarded tax credits in May. If so we anticipate closing on the financial transaction and a groundbreaking in late fall 2020. For now, we would plan our build-out to begin only after the space is enclosed. The important part to understand is that we will need our design work to begin immediately so that we can coordinate and catch up to the core and shell design work that has likely already begun. We just want to make sure the core and shell team does not put out their bid package before we have coordinated on the core and shell elements.

4. Does the Library have specific sustainability goals or targets for this project? No but they are always a bonus

5. Are AV and IT System Design to be included as part of the basic services? I believe AV/IT is included in the program already

6. Is an AMH system or sorter anticipated to be included in this project? Not likely
7. Is a preliminary program for this library available for review? A draft could be made available - checking with staff.
8. Is a drive up book drop planned for this location? No
9. Will the Core + Shell Contractor be allowed to bid on the construction of the Library Interior build-out? The library has a history of not wanting to share a GC so I don’t know if it matters if they are “allowed”
10. Will regular meetings be held between the Library design team and the Core + Shell Development Team during the design and construction phases of this project? Will the Library A/E team attend those meetings? Yes
11. Have any community engagement workshops been held as a part of the Core + Shell design process? Meetings were held in 2016 to introduce potential developers. Those meetings included renderings of the exteriors of buildings.
12. Please provide clarification for the services required for project management and construction management:
   · In the General section it states, “assist MPL in the overall project management, and coordinate with the owner, contractor, and architect of record for the core-and-shell of the Library space”
   · Instructions for Preparation – item 2 – architect/designer and project manager.
   · Instructions for Preparation – item 5 – Describe experience………………………………………….project and “construction management”.
   · Is MPL suggesting a project management firm be added to the team to support the typical project management services provided by an architect under Basic Services? No, similar to Mitchell we want the architect’s project manager to be an integral part of the management of the construction phase. The architect’s firm should be at construction meetings and keep a close eye on the timeline, budget, and quality of work of the GC.
   · Are specific additional PM services being requested – cost estimating, schedule management, overall coordination of the parties? I believe we would expect the architect to assist in these items and be part of the coordination without hiring a separate CM
   · What specific additional services over and above typical CA provided by the architect under Basic Services are being requested? “
   · Is this RFQ requesting a Construction Management partner be included to the architectural design team? No
   · What specific CM services are being requested?
   · Will a separate RFQ be issued for additional PM or CM services? That is possible for an owner’s rep for MPL

Continued...
1. RFQ asks for (3) copies then (5) copies – how many should be submitted? 5
2. When will shortlist be announced – how much time will we have to prepare for an Interview? Depending on the number of responses we get but you should hear from us as soon as Monday 3/2
3. 25% SBE is required or is this an aspirational goal? Required
4. Interior build out scheduled for 2020 – when will construction of building begin – how does interior fit into that schedule? Depends entirely on financing but groundbreaking on building could begin late fall 2020- interior would begin late spring/summer 2021
5. The General Terms/Conditions says max 10 one-sided pages (not including intro, dividers, resumes, forms) due at 3pm which contrasts with the other documents which say max 15 pages at 4pm.
   a. Use the 4pm deadline