

STARK LIBRARY
REQUEST FOR QUALIFICATIONS
FOR DESIGN PROFESSIONAL SERVICES FOR THE
2023-2028 FACILITIES CONSTRUCTION PROJECT

ADDENDUM NO. 1

March 21, 2023

- 1) **Question:** Can the Budget Estimate be excluded from the RFQ given the project is not yet fully developed and the CMR may be responsible for budget estimates?

Response: The RFQ does not ask for a budget proposal on the project. The Library is interested in the firm's procedures for project budget development. The Library is also interested the firm's experience developing and evaluating project estimates, the monitoring of project costs, and the completion of projects within initial budgets.

- 2) **Question:** In Attachment B, the Library shows information regarding community studies and focus groups surrounding the Main Library. Will the Library want to duplicate this work or is it looking for a different type of community feedback?

Response: The studies and focus groups carried out with the Kent State Cleveland Urban Design Collaborative (CUDC), outlined in Attachment B, were very early forms of information gathering. While the Library values the feedback gathered during this process, it is expected that additional community focus groups, surveys, and other studies will be carried out. There is no concern that some work could be duplicated.

- 3) **Question:** Does the Library already know which departments it would like to relocate to the Operations Center?

Response: While the Library does have an idea on which departments would be candidates to move to the Operations Center, there are no concrete plans for any specific departments at this time. Further planning is required, and the selected design professional is expected to perform an independent evaluation/provide recommendations and work with the Library on developing the program.

- 4) **Question:** Attachment B included an overview of the existing Library property with proposed locations for both the Operations Center and the New Main Library. Are these locations decided upon and are there any constraints regarding the distance between the two facilities?

Response: At this time there are only two restraints on location of the new facilities. The Library intends to build both facilities on existing owned property, and has no plans to relocate. Additionally the Library would prefer to keep the existing Main Library open as much as possible during the construction project. Both of these factors will play a major role in the planning and design phase of the project.

- 5) **Question:** What libraries does the Library consider peer libraries, and has the Library visited any other main libraries as part of research on this project?

Response: Stark Library has the Main Library and nine branch libraries as part of its system. The Library views its peers as large urban main libraries that are also part of a system of libraries. The Library has visited many other facilities as part of conferences or other work, but not specifically tied to this project. This is something the Library would be interested in exploring as part of the project program development process.

- 6) **Question:** When will the Library issue the RFP for CMR?

Response: The RFQ and RFP for CMR is being developed with the Library's legal counsel, independent of the RFQ for the Design Professional process and is currently in a draft state. The Library intends to have both Design Professional and CMR on board as soon as possible.

- 7) **Question:** Does the Library currently, or does it have future plans to, implement automated materials handling?

Response: The Library does not currently have automated materials handling, nor does it have plans to implement in the foreseeable future.