



THE INDIANAPOLIS PUBLIC LIBRARY

ADDENDUM #2 FOR ARCHITECTURAL DESIGN SERVICES FOR THE IRVINGTON BRANCH RENOVATION PROJECT

Addendum #2: October 30, 2025

Project Site: 10 S. Audubon Road
Indianapolis, IN 46219

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This Addendum, issued prior to submission of a Statement of Qualification, alters, amends, corrects, or clarifies the RFQ documents to the extent stated herein and does thereby become a part of the RFQ and the subsequent Contract Documents.

This addendum includes answers to questions submitted via email prior to the question cutoff of October 28 at 5:00 PM EDT but previously omitted in Addendum 1.

I. QUESTIONS

- Q1: In Section 10 under Range of Fees. Can you be more specific on what to demonstrate in this section without a budget? Is there an ideal budget to help responders respond?
- A1: Information about the target budget was shared in Addendum #1. The Library is targeting the 8-9 million dollar range for the Irvington Branch Renovation.
- Q2: Evaluation Criteria: Can you share the weight of each of the five criteria listed? We see the statement that the numerical order is not tied to the importance, but would like to understand if these are weighted.
- A2: The weights are determined by the evaluation committee once the SOQ's have been received. This information is not currently available to be shared.
- Q3: Evaluation Committee: Can you share more information about the committee make-up? Does it include IndyPL Staff, IndyPL leadership, IndyPL Board Member(s), or other stakeholders?
- A3: Information about the evaluation committee was shared in Addendum #1, the evaluation committee will be comprised of 4-6 IndyPL staff members.
- Q4: The RFQ asks for Programming, but we do not see a place to add a value for the break-out cost.
- A4: Please include the cost for Programming within the Schematic Design Phase.
- Q5: In the RFQ on page 9 under Financial Documentation, Could you please elaborate?
- a. Would you prefer a balance sheet or P&L?
 - b. Do you require it of all team members (including subs?) or Prime only?
 - c. If a balance sheet is required, is there a time frame that needs to be shown, 3years? 1year?
- A5: A balance sheet is preferred, this is required by the prime vendor only and this would be a 3-year time frame.
- Q6: If a cost estimator as part of the design team, does that exclude them from consideration for the role of CM / GC for the actual construction project?
- A6: Yes, a contractor serving as a cost estimator would not be considered for the role of CM / GC.

- Q7: Could you please clarify the requirement for 1% DBE participation referenced in the RFP? Since the State of Indiana no longer maintains a DBE certification process or database, we would appreciate guidance on acceptable methods for demonstrating compliance.
- A7: The city does have a minority vendor list that contains some DBE's. The link is <https://www.indy.gov/activity/find-omwbd-contractor>. If they are unable to locate a vendor for the scope of work in this list, we can waive the DBE participation goal.

END OF ADDENDUM #2