



THE INDIANAPOLIS PUBLIC LIBRARY

**REQUEST FOR QUALIFICATIONS
FOR
PLANNING, PROGRAMING, AND DESIGN SERVICES FOR**

the
LEARNING CURVE
at central library

RENOVATION PROJECT

ADDENDUM 1

Addendum Issue Date: April 13, 2022

RFQ Issue Date: March 25, 2022, 2022

Contact: Mike Coghlan
Capital Projects Manager
mcoghlan@indypl.org

This Addendum, issued prior to receipt of the Statement of Qualifications, alters, amends, corrects, or clarifies the Request for Qualifications to the extent stated herein and does thereby become a part of the RFQ and the subsequent Contract with the successful vendor.

1. **Pre-SOQ Conference Notes with Presentation:**
 - A. See attachment.

2. Response to Vendor Submitted Questions:

Q1: Are there any WELL or LEED specific goals for this Project?

A1: No WELL or LEED goals are set for the Project.

Q2: Is there any major structural scope anticipated for this Project? Or would the scope be limited to ensuring proposed modifications as part of the Project maintain existing structural stability?

A2: No major structural work anticipated.

Q3: Are there any specific areas in the Curve where sound from the HVAC system needs to be considered?

A3: No specific areas are known at this time. The raised access floor is used for HVAC distribution, with overhead grilles for returns by the stair shafts and the building core.

Q4: Is emergency power wanted for any function of the Curve?

A4: No specific functions in the Curve are known at this time. For network equipment we use rack-mount batteries to bridge the gap between power loss and power restoration by the on-site diesel generator.

End Addendum 1

Pre-SOQ Conference Memorandum

Date: April 7, 2022
Time: 2:00 pm
Attendees: See Attached at end
Location: Virtual Teams Meeting
Regarding: Pre-SOQ Conference
RFQ for Planning, Programming, and Design Services for the Learning Curve at Central Library Renovation Project
Memorandum is included as part of Addendum 1

Prologue – Please place a note in the chat to document attendance.

1. Welcome and RFQ Overview:
 - .01 The goal of the RFQ is to find the best team available to provide the Services required to complete the Project.
 - .02 Questions and clarifications concerning the RFQ are to be handled in writing via e-mail. Refer to Section VI, page 5 the RFQ for instructions concerning contact with IndyPL.
 - .03 Vendors are advised the received SOQs are considered Public Records. Refer to Section VI, page 6 the RFQ for instructions and procedures to handle confidential information.
2. IndyPL has established these four (4) Minority/Women/Veteran/Disability Owned Business Utilization Goals:
 - .01 Minority-owned Business Enterprises (MBE) is fifteen percent (15%).
 - .02 Women-owned Business Enterprises (WBE) is eight percent (8%).
 - .03 Veteran-owned Business Enterprises (VBE) is three percent (3%).
 - .04 Disability-owned Business Enterprises (DOBE) is one percent (1%).

The Utilization Goals Plan is a required submittal with a SOQ, and can be found as Attachment E, page 25.

3. Services, Qualifications, and Project Overview:
 - .01 Scope of Services – Section IV, page 3, and Attachments C and G.
 - .1 Full Services for Design – Bid – Build Delivery Method.
 - .2 Community and focus group engagement will be required.
 - .02 Vendor Qualifications – Section VI, page 5.
 - .03 Project Scope - Attachment C, page 21.
 - .1 Flexibility of space and services is important.
 - .2 Existing technology is not current and not adaptable by IndyPL staff. Current and immersive systems are required.
 - .3 We serve a wide range of patron types and group sizes.
4. The Statement of Qualifications format is described in detail in Section VI, page 6 of the RFQ.

Pre-SOQ Conference Memorandum

Date: April 7, 2022

Location: Virtual

Regarding: Pre-SOQ Conference

RFQ for Planning, Programming, and Design Services for the Learning Curve at Central Library Renovation Project
Memorandum is included as part of Addendum 1

5. Evaluation Criteria and Selection Process:
 - .01 The evaluation criteria follow directly from the vendor qualifications and can be found in Section VII, page 9.
 - .02 IndyPL expects to request additional information and schedule discussion with vendors reasonable susceptible of being awarded a contract on April 26, 2022
 - .03 The scheduled date for any discussions is May 2, 2022.

6. Questions at the Conference:
 - .01 Question: Can you provide examples of immersive experiences you may want included in the Project?
Answer: IndyPL does not any examples at this time and will work with the selected design team to determine what to include based on the budget, space, and staffing requirements.
 - .02 Question: Do all the proposed team members need to be on staff of the vendor submitting an SOQ?
Answer: No. IndyPL is seeking the best team for the Project.
 - .03 Question: Can an interiors vendor be the team lead submitting the SOQ?
Answer: Yes.
 - .04 Question: Are there any services and programs IndyPL will need to keep in the renovated project?
Answer: Yes, there will be some. We will be evaluating each of our existing and any proposed programs against literacy development criteria.

Attachment: Slides from the Virtual Meeting Presentation.

Pre-SOQ Conference Memorandum

Date: April 7, 2022

Location: Virtual

Regarding: Pre-SOQ Conference

RFQ for Planning, Programming, and Design Services for the Learning Curve at Central Library Renovation Project Memorandum is included as part of Addendum 1

Attendance Sheet Taken from the chat and participants list.

Vendor	Attendee
ARCHITURA	Michael Conly
AXIS	Naomi Jacob
AXIS	Kathleen Lemaster
Cozy Lifestyle Interiors	Karen DeFrantz
Creative Engineering Solutions	David Jones
Guidon Design	Tyler Crenshaw
HBM Architects	Kevin Kennedy
HBM Architects	Renee Downing
HBM Architects	Heather Ouellette
krM Architecture	Kevin Montgomery
krM Architecture	Susan Guindon
Luminaut	Jill Rose
Luminaut	Erin Jennings
Loftus Engineering	Joe Jamison
METICULOUS	Ramon Morrison
Mohler Architects	Harry Mohler
RLR Associates	Nikki Schier
Studio 3 Design	Ali Herman
Synthesis	Greg Perkins
WDi Architecture	John Pearson
IndyPL	Mike Coghlan
IndyPL	Shanika Heyward
IndyPL	Gregory Hill
IndyPL	Adam Parsons
IndyPL	Shellie Rich
IndyPL	Connie Scott
IndyPL	Shael Weidenbach

End of Pre-SOQ Conference Memorandum.

Please place a note in the chat
to document attendance.

Welcome and RFQ Overview

- Please place a note in the chat to document attendance.
- Questions to IndyPL Point of Contact - Section VI, page 5.
- Confidential Information and Public Records – Section VI, page 6.

Project Utilization Goals

- IndyPL has established the following percentage utilization goals for certified MBE, WBE, VBE, and DOBE utilization on this Project, based upon the Contract Price as awarded to the successful Bidder:
 - MBE: fifteen percent (15%).
 - WBE: eight percent (8%).
 - VBE: three percent (3%).
 - DOBE: one percent (1%).
- Utilization Goals Plan – Attachment E, page 25.

Services, Qualifications, and Project Overview

- Scope of Services – Section IV, page 3, and Attachment C, page 21, and Attachment G, page 28.
- Full Services for Design – Bid – Build Delivery Method.
- Public Engagement.
- Focus Group Engagement.
- Vendor Qualifications – Section VI, page 5.
- Project Scope - Attachment C, page 21.

SOQ Format

The SOQ format and delivery process is described in detail in Section VI, Item H, beginning on page 6.

Evaluation Criteria and Selection Process

- Evaluation Criteria – Section VII, page 9.
- Request Additional Information / Discussion – April 26, 2022.
- Date for Discussions – Afternoon of May 2, 2022.

Now for the Fun Part

- Questions?
- Cutoff for Email Questions – April 12, 2022, 4:00 PM EDT.