On May 21, 2024, a Non-Mandatory Pre-SOQ Conference was held in the library conference room at 10:00 a.m. As a result of this meeting, the following questions were submitted in writing. The answers are below:

Q1: Please clarify the note in SOQ section 5E. Project Understanding and Approach which reads "The Project Understanding and Approach Sections are limited to a length of two pages for each project." Are we to understand that this section, including narrative, workplan, and schedule should not exceed two pages?

A1: It was not the intent of the SOQ to unnecessarily limit or overly restrict responses. Therefore, the following change is approved:

**CHANGE 1:** Section 5E is changed as follows:

The Project Understanding and Approach Sections are limited to a length of two pages for each project. The Project understanding and Approach Sections are limited to a length of four pages.

Q2: Is section 5C. Experience and References only to showcase library renovations or may new construction projects be included as well?

A2: The TPML Facilities Committee has agreed to allow other projects as qualifications. Therefore, the following change is approved:

**CHANGE 2:** Section 5C is changed as follows:

The intent of this section is to obtain information related to at least three (3) library renovation/expansion projects and no more than five (5) projects the proponent has successfully completed within the past seven years that illustrate the proponent's ability to perform services required for this project. One (1) new construction project may be submitted so long as there are at least three (3) expansion and/or renovation projects included.

Q3: Will the project scope of work include assessing existing library collections in order to recommend plans for decreasing and/or expansion of collections?

A3: The current scope of work does not include assessing collections.

Q4: Will the project scope of work include assessing existing library programs and/or outreach to recommend plans for adjusting and/or expanding library programs?

A4: The current scope of work does not include assessing programs or outreach.
Q5: Due to the forthcoming resignation from library director, Natalie Schults, should SOQ responses/cover letters be directed to the attention of Sandy Anna-John, Interim Library Director?

A5: Responses should be submitted labeled according to Page 14. The addressee, “Office of the Library Director,” will ensure that submissions are handled properly during the transition.

Q6: Please clarify if short subconsultant bios can be included in section D. Qualification of Project Team.

A6: Yes.

Q7: Please clarify Section D1. Scope of Work Environmental. Is this referring to sustainability considerations or site/landscape considerations? Are there specific sustainability or site/landscape considerations the library is looking to explore?

A7: This section mainly refers to environmental requirements that are imposed by various relevant jurisdictions. However, it is expected that the successful proponent will demonstrate qualifications that support sustainability and environmental conservation. Specific considerations will be addressed in the preliminary and/or detailed design phases.”

Q8: Please confirm what, if any, landscape design scope is to be included in the project scope.

A8: It is expected that landscape design will be included in the project scope. Therefore, SOQs may include qualifications and experience in landscape design (or in subcontracting landscape design.)

NOTE: Responses to this SOQ continue to be due at 2:00 p.m. CDT on June 13, 2024.

Thank you for your participation and attention to this Amendment #1.