

RFP AD-101124

Answers to submitted questions regarding: *Eastern County Architectural Design Services*

12/18/2024

From: Erika Connelly, erika.connelly@kcpls.org

- Is this project for new construction and not renovations to an existing facility?
The project is preferred new construction.
- Has a site been selected? Will site analysis and selection be a part of the scope of services?
The site has NOT been selected. The concept minimum will be used for the library Foundation's capital campaign. Site analysis may be considered part of the scope of additional services and would be desired.
- How did the KCPL arrive at a 15,000 square foot building? Is this based on the size of the current branches? Has a preliminary program been developed?
KCPL arrived at the square footage based on analysis of our existing 10 branch system and spaces. This is desired to be twice as large as our average branch library to serve a very large area of the eastern portion of the county.
- The RFQ mentions producing documents suitable for fundraising. Should we speak to prior experience assisting in the fundraising process?
Yes, any fundraising support for past clients would be desirable.
- Do you envision the scope of work also including staff, stakeholder, and community engagement activities as part of the planning and design process?
KCPL would welcome this information but not essential to the design process.
- Should the preliminary project timeline include tasks beyond this initial conceptual and schematic design phase?
Yes, any additional information regarding future timelines would be welcome.
- Are there any specific sites proposed? This would influence design, in particular for bookmobile storage and drive-through services.
As answered previously, no, KCPL does not have a site selected.
- Do you have a breakdown per area for the proposed 25,000-30,000 item collection or will that be determined in design?
Collection size will be determined in the design. KCPL would desire community engagement spaces more than and not equal to collection spaces.
- Can you share examples of "spaces for social infrastructure" and "a technology hub" ?
Transformative meeting spaces, gathering areas for quiet conversation, spaces conducive to checking out or using library technologies (laptops, tablets), STEM labs, etc.

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- Is there a collection specific to the bookmobile separate from the branch?
Yes, there is a separate collection specific to bookmobiles.
- Do you anticipate engagement with Riverside, Glasgow, and Marmet branch staff to inform early design?
Yes, 1-2 key personnel will be part of a larger group to assist with early design.
- Do you anticipate community engagement as part of the programming and design process?
KCPL has started early community engagement activities but would likely involve more opportunities as the project progresses.
- Are there specific milestones for delivery of services after the Feb 10 award?
No concrete milestones are yet established but will be with the selected firm. However, any formal preliminary or conceptual designs will be requested in late 2025 for capital campaigning.
- October Board minutes include Library Foundation recommendations – will the Foundation also be included in the design process?
The Foundation's role is strictly funding and plans to support any operational decisions the KCPL Board of Directors pursues. KCPL does plan to take any opinions expressed into consideration, but these will not impact the full design process.