

**TOWN OF GLASTONBURY**  
**REQUEST FOR QUALIFICATIONS**  
**RPGL-2019-27**  
**ARCHITECTURAL SERVICES FOR**  
**WELLES-TURNER MEMORIAL LIBRARY**  
**ADDENDUM NO. 1**  
**January 25, 2019**

The attention of respondents submitting proposals for the above-referenced project is called to the following Addendum to the specifications. The items set forth herein, whether of omission, addition, substitution or other change, are all to be included in and form a part of the proposed Contract Documents for the work. Respondents shall acknowledge this Addendum on the Proposal Response Page (Attachment A).

**Question 1.**                    *Has a budget been established?*

**Answer**                      The voters approved \$6.5M at referendum. There has been no definitive budget established.

**Question 2.**                    *Is the design presented in the RFQ drawings from the study done by TLB Architecture the chosen concept?*

**Answer**                      The footprint for the exterior building is the concept that the voters approved. Interior work can be redesigned/reconfigured. This project also includes review/upgrade to mechanical, lighting and plumbing systems, chimney and roof work on 1952 building.

**Question 3.**                    *Is the selected consultant intended to oversee the project from Design Development - Construction Administration?*

**Answer**                      The selected firm will carry out design development, construction drawings, provide bid assistance and construction administration for the project.

**Question 4.**                    *Is the project going for LEED certification?*

**Answer**                      This project is not going for LEED certification. It is expected that any upgrades to the mechanical, electrical and plumbing systems will be energy efficient. All MEP design and installations shall be included in appropriate utility rebate programs.

**Question 5.**                    *The plan calls for a reduction in number of parking spaces. This is a busy library will the loss of parking spaces create problems?*

**Answer**                      The proposed addition is expected to reduce the current 89 spaces to approximately 77. The square footage of the current building requires 57 spaces under Building Zone Regulations. The proposed addition of 3,746+/- will require an additional 7 spaces for a total of 64 spaces in the main lot. There is also on-street parking as well parking at the bank next door when the bank is closed.

- Question 6.** *What are the State Guidelines that are referenced?*  
**Answer** The State Guidelines are referenced in the Connecticut State Library's Library Space Planning Guide, 2014  
[https://libguides.ctstatelibrary.org/ld.php?content\\_id=6054361](https://libguides.ctstatelibrary.org/ld.php?content_id=6054361)
- Question 7.** *Is the library a member of a consortium for resource sharing?*  
**Answer** Yes, the library is a member of Library Connection, Inc. We share a patron database and online public access catalog with 28 other public libraries.
- Question 8.** *Should the proposal include a consultant for digital media?*  
**Answer** No, it is not required.
- Question 9.** *Given the very short timeline between RFQ shortlisting and fees, would you prefer we ask our fee-related questions now? If yes, we will be sending additional questions.*  
**Answer** Top rated firms will be asked for fee proposals following the interviews.
- Question 10.** *Do you want us to include geotechnical on the team?*  
**Answer** Yes
- Question 11.** *Is the study document available?*  
**Answer** Below is the link to the space study document:  
<https://www.dropbox.com/s/r6jx9949nd2gl8p/Welles%20Turner%20Memorial%20Library.pdf?dl=0>
- Question 12.** *What is the budget?*  
**Answer** Refer to question #1.
- Question 13.** *Is P&Z required?*  
**Answer** Yes, the selected consultant will be required to assist the Town throughout the planning and zoning approval process.
- Question 14.** *If certain sections are succinct and do not take an entire page, may those sections be combined with another so as to reduce the number of pages used?*  
**Answer** Yes

**END OF ADDENDUM NO. 1 TEXT**