

1. What will the % requirements be for M/WBE? Please confirm if these are goals or requirements.
 - No goals/requirements have been set, but M/WBE participation is encouraged

2. The RFQ states the OR will have to use the Owners Procurement forms. Can we get a copy of the forms to help familiarize ourselves with the language and format?
 - This requirement is a misnomer in the sense that the Library Board will be relying upon the OR for preparation of the bidding documents. Industry standard forms from the AIA or Consensus Docs are suggested for familiarity by contractors. The OR will coordinate with the Architect to integrate the bidding documents. The Board must comply with competitive bidding and Illinois procurement requirements.

3. Will qualifications be accepted electronically or is a hard copy required? In addition, is a mail delivery service acceptable? If so, provide times that the Library is able to accept deliveries.
 - The library will not accept electronic copies at this time. A mail delivery service is acceptable. There is someone in the building to accept delivery M/W 8am -8pm, T/TH/F 8am – 5pm, Sat 8am – 1pm

4. Are any plans included for the current library and if so, will oversight of this scope be included in the OR's scope?
 - The current library and surrounding lots will be sold. This is not included in the ORs scope.

5. Has the bank completely moved out of the building planned for renovation?
 - The bank has not completely moved out as of this date. Planned turnover of the building should occur before the end of July.

6. Has a pre-construction contractor been engaged?
 - No.

7. Will an IL business license or certificate of good standing satisfy the requirement for Section 9.
b) Illinois Certificate of Authority from Secretary of State?
 - Firms doing business in IL must be registered with the IL Secretary of State, so a certificate of good standing is acceptable.

8. Contract – Is there an alternative AIA document intended for the OR? The B102-2017 is intended for an agreement with an Architect
 - We will use the B102-2017 with a detailed scope of services and removing any mention of the Architect

9. Can we use divider tabs in our submittal, will they be counted in the page count?
 - Divider tabs may be used, they will not be counted in the page count.

10. Due to COVID-19 concerns, may we email our response to you?
 - The library is requiring all responses be hard copies. No electronic copies will be accepted at this time.

11. Due to COVID-19 concerns, will you hold an in-person interview or will it be via video conference?
 - The interview process will be held via video conference.

12. Do you have a commissioning agent hired or will you need procurement help in hiring one?
 - Commissioning will be addressed in the specifications

13. Do you have an environmental consultant?
 - The library has completed soil testing, lead and asbestos inspections. The bank had previously completed an environmental assessment of the lots. No other environmental consultant is currently under contract.

14. Please confirm that the building purchased does not currently serve any Library purpose and therefore construction can occur in one phase?
 - The bank building will be empty, has never been used for library purposes and will not be in use at the time of construction.

15. Please confirm the current status of the design. Are you complete with design development documents (DD) and are currently working on the construction level documents scheduled to be complete Sept 8, 2020?
 - We have completed design development and construction documents. Procurement documents are in progress.

16. If someone submits for OR, does it preclude them from being considered as a GC?

- Yes, due to the nature of the services it would create a conflict of interest if the same party was the GC.