



**Glencoe Public Library
Acknowledgement of Addendum
Request for Qualifications for Architectural Services
Addendum 2**

**For Request for Qualifications for Architectural Services
for the Glencoe Public Library**

THE REQUEST FOR QUALIFICATIONS FOR ARCHITECTURAL SERVICES ADDENDUM 2 IS ISSUED BY THE GLENCOE PUBLIC LIBRARY THROUGH THE LIBRARY'S WEBSITE. THE ADDENDUM SHALL BE MADE A PART OF THE QUALIFICATIONS DOCUMENT FOR ARCHITECTURAL SERVICES. ARCHITECTS SHALL ACKNOWLEDGE RECEIPT OF THIS ADDENDUM BY SIGNING AND SUBMITTING THIS ADDENDUM ACKNOWLEDGMENT FORM. FAILURE TO ACKNOWLEDGE RECEIPT OF THE ADDENDUM MAY BE CAUSE FOR REJECTION OF THE QUALIFICATIONS SUBMISSION.

When submitting all Qualifications, this Addendum Acknowledgement Form must be included in the Qualifications submittal.

This Addendum No. 2 consists of two (2) pages and has the following information to be incorporated into the Qualifications submittal.

1. Will the Glencoe Public Library (Library) make building floor plans available to interested firms?

Basic floor plans are incorporated into the Library's Capital Needs Assessment (Request for Qualifications for Architectural Services, Appendix A) that have been deemed sufficient for the purpose of responding to the RFQ. The selected firm will be offered more extensive drawings prior to the start of planning.

2. Will the Library provide a complete list of firms that have attended a walkthrough?

A complete list of walkthrough attendees will not be an addendum to the RFQ. Any firm may submit a Freedom of Information Act (FOIA) request to the Library if it wishes to acquire the aforementioned information. The FOIA Information Request form is available on the Library's website at <https://www.glencoelibrary.org/transparency/> and must be mailed or emailed to Andrew Kim, Executive Director at 320 Park Avenue, Glencoe, Illinois 60022 or akim@glencoelibrary.org.



3. What are the existing property lines for the Library's building?

The Library has understood that existing north, east, and west property lines extend to the Village of Glencoe's sidewalks. The furthest south portion of the building already exceeds the property line by six (6) feet, approximately.

4. What is the Library's expectation of community engagement by the selected firm?

The Library's general expectation of the selected firm regarding community engagement is to co-lead an introductory town hall-model event with the Executive Director and the Library Board's Building Renovation Committee. The Library will also request that the selected firm co-lead an event to introduce renderings and renovation concepts to the community and any additional events for subsequent renderings and renovation concepts.

I hereby acknowledge receipt of documents pertaining to the above-referenced Request for Qualifications.

Company name: _____

Contact person: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Phone: _____

Email: _____

Signature: _____ Date: _____