

**Taft Library Building Committee  
Request for Qualifications for Designer Services  
Responses to Questions from Potential Responders  
Addendum No. 1  
October 15, 2013**

1. The submission deadline does not change with this Addendum. Bids will be received at the Office of the Board of Selectmen, **no later than 2:00 PM, Thursday October 24, 2013**. The contact information is below:

Name: Diane Willoughby, Administrative Assistant to the Board of Selectmen  
Address: Mendon Town Hall, 20 Main Street, Mendon, MA 01756  
Phone Number: (508) 473-2312  
Email: [bos@mendonma.gov](mailto:bos@mendonma.gov)

2. The online material highlights “Our Architect – Ken Best, Drummey Rosane Anderson, Inc.” and notes their library projects. To what extent is Mendon committed to retaining them? The Abacus team would love to work with Mendon, and we believe we have the skills and expertise that are needed. But it would be great to know if the town has already decided that they will be the architects.

*Response: Drummey Rosane Anderson, Inc. was hired by the Taft Public Library Trustees to perform the study for the project to present to Mendon Town Meeting for approval. A new Building Committee was formed **after** the town had voted to approve the project, and this Building Committee is seeking the most qualified firm for this work, and will evaluate all proposals received per the criteria in the Request for Qualifications.*

3. Does the structural engineer have to be on the architect’s staff as implied in question 18? Very few architectural firms have engineers on staff. They are generally subcontracted to the architect.

*Response: The structural engineer has to be part of the architect’s team, however either option is acceptable. The architect needs to provide the structural engineer’s credentials and relationship to the architectural firm.*

4. Can you confirm you will hold no alternate site visit--even if no one attends tomorrow?

*Response: There will only be one site visit (held on October 2). No others will be held.*

5. Can questions be submitted in writing through email?

*Response: Questions regarding this RFQ shall be submitted in writing (email is acceptable) and shall be delivered to the Office of the Board of Selectmen by 3:00 P.M. on Thursday, October 10, 2013. Questions presented after this time shall not be considered. No question shall be considered which is not submitted in writing. Any questions requiring consideration shall be answered in an addendum delivered to all registered Responders and posted on the Mendon Taft Public Library website: <http://www.taftpubliclibrary.org/library-relocation-project/>.*

6. Are original drawings of the church available?

*Response: Some original drawings are available, and these have been posted on the Mendon Taft Public Library website: <http://www.taftpubliclibrary.org/library-relocation-project/>.*

7. Was a hazardous material survey done?

*Response: No survey has been done, however, due to the age of the building, it is assumed that there will be hazardous materials.*

8. Is the rectory part of the project?

*Response: The rectory is not part of the current project, but may be in a future phase.*

9. Is documentation regarding compliance with I-9 Employment Eligibility Verification Required?"

*Response: Yes, please include documentation regarding compliance with I-9 Employment Eligibility Verification.*

10. What is included in the projected ~\$1.7 million project cost?

*Response: Everything is included in the projected ~\$1.7 million project cost, including all hard and soft costs, the OPM fees and the Designer Services fees.*

11. Receipt of this addendum must be acknowledged with the proposal submission.

END OF ADDENDUM No. 1