



Questions and Answers
RFQ/RFP for a needs assessment and feasibility
study: Sequim Branch Library

1. Q: Are you looking for a comprehensive fee proposal with the RFQ submittal, or do you plan to work with the selected consultant to develop and refine the scope of work and the appropriate fees? I ask this because if a fee proposal is required at this time we will need to make some assumptions about the number of meetings, presentations, charettes, etc., that are needed.

A: We prefer to receive your recommendations for the process, including the number of meetings, presentations, etc., and along with that your comprehensive fee proposal. However, once the consultant is selected, we will work with the team to revise the recommendations as necessary as the contract is finalized.

2. Q: Have the population and demographic projections (referred to in item 'e' top of page 4) been prepared by others at this time and are they readily available?

A: No.

3. Items 'f' and 'g' near the bottom of page 4 list as deliverables an implementation plan for a LCFA and an overall funding plan for a proposed new Sequim Library. These types of deliverables are not usually within the scope of the Architect or the design team. Is the intent that we should include a specialty consultant on the team who can develop public funding strategies and prepare a funding plan?

A: Ideally, NOLS would like to have this element of project planning included in this study, and if you have access to such a resource, that would be great. However, inability to bring in a consultant who specializes in LCFAs and funding is not grounds for automatic disqualification.