



REQUEST FOR QUOTATION NO. 22/0181

RFQ for Development of a new Building Master Plan for the National Library of Australia

Addendum No. 2 – 17 March 2023

1. The following responses have been provided in response to questions raised regarding the RFQ:

QUESTION NUMBER	QUESTION and ANSWER
1	<p>Question: Could the tender period be extended to 31 March 2023?</p> <p>Answer: No</p>
2	<p>Question: The list of suggested sub-consultants includes civil engineer, could you expand on this requirement?</p> <p>Answer: The list of projects which comes out of the building master plan needs to be holistic and reference all relevant disciplines – a collection storage project should cover off on all necessary services required to deliver the new compactus (ie. fire, mechanical, etc), not just the refurbishment of the area and installation of the new compactus. Provision of technical drawings and specifications are not the remit of this project but should be identified as part of the project when it proceeds in the future.</p>
3	<p>Question: Are the (technical) building drawings up to date?</p> <p>Answer: No, they aren't. The Library understands this gap and accepts the risk. The consultant should identify any existing gaps in their submission.</p>

QUESTION NUMBER	QUESTION and ANSWER
4	<p>Question: Is the consultant expected to identify and approach the stakeholder groups?</p> <p>Answer: No. I will work with the successful consultant to identify the relevant stakeholder groups, including staff, and set up workshops for the consulting team.</p>
5	<p>Question: Is there a risk the current or recently completed works will be redone during new projects?</p> <p>Answer: The HVAC works will not need to be redone. The majority of recent fit-outs are temporary and done in the expectation that the building master plan will identify the future use (and associated works) of spaces.</p>
6	<p>Question: What is the internal approvals process for the building master plan?</p> <p>Answer: My role, as Project Director, is to manage the approvals process. There is an understanding of the importance of this project at the Council and Senior Executive levels, and they understand documents will need to be reviewed relatively quickly.</p>
7	<p>Question: Is there an idea of the budget available, or funding, to deliver the list of projects over the next 10-20 years?</p> <p>Answer: No. The list of agreed projects required to deliver the Library's vision (as set out in the final building master plan) will drive the funding/budget allocation process. Each project in the building master plan will be put forward for funding individually.</p>
8	<p>Question: Will the Library's storage consultant be involved in the building master plan?</p> <p>Answer: The Library has two staff who manage the current collection storage master plan. They will be integral to the collection storage component of the building master plan and will work closely with the successful consultant on this aspect, as it requires a high degree of corporate knowledge of the Library's storage needs. The non-collection related storage needs should be addressed by the consulting team.</p>

QUESTION NUMBER	QUESTION and ANSWER
9	<p>Question: You have asked for standardised designs, does this mean you want detailed drawings and specifications?</p> <p>Answer: No. I am looking for guidelines which can be used in individual projects where relevant – for example, standard desk sizes and shapes, office sizes, kitchens, etc.</p>
10	<p>Question: Will the successful consultant be able to quote for projects coming out of the building master plan?</p> <p>Answer: The successful consultant may not be able to quote for future works coming out of the building master plan.</p>
11	<p>Question: Will a copy of the PowerPoint presentation for the industry briefing be provided?</p> <p>Answer: Yes.</p>